



# An Understanding of Board Performance Evaluation for Charities And IPCs

## Introduction

This seminar aims to introduce the underlying principles and provide the understanding behind the need for board, committee and individual performance evaluation processes as a tool to deliver governance excellence or compliance with regulatory requirements.

The seminar will benefit Directors and Officers who are responsible and accountable for their organization's performance, accomplishment of their stated mission, mandate, goals and avoidance of risks.

## Seminar Contents

- The Rationale for Performance Measurement
- The Challenges and Issues Confronting Board Evaluation
- The Benefits of Board Evaluation
- The Framework for Board Evaluation
- Regulatory requirements
- Organizing to meet regulatory requirements

## For Whom

Board/Management Council/Committee members, Chairmen, Directors, Trustees, Chief Executive Officers and Senior Executives of charities and IPCs.

## Trainer

Mr Tan Lye Huat, FCMA, FCCA, C. Dir (UK) is the Founder and CEO of HIM Governance Pte Ltd., a dedicated governance solution and service organization aimed at enhancing the governance environment for owners, boards, management and other stakeholders of corporate, non-profit and governmental organizations. Through HIM Governance, he is the regional adviser/distributor for Governance for Owners LLP, a London-based governance focus fund management and shareowner engagement services provider, as well as the exclusive representative in the region for USA-based Dr John and Miriam Carver's Policy Governance®.

Lye Huat is an independent director of listed companies, an active present and past council, board, committee member of non-profit organizations in the Social and Education sectors such as the Singapore Institute of Management (SIM) and the Singapore Institute of Directors (SID), amongst others.

## Administrative Details

Date: Tuesday, 24 February 2010

Time: 9.00 am – 1.00 pm

Venue: Raffles Town Club, 1 Plymouth Avenue, Singapore 297753

\*Course fee: \$267.50

\*Course fee (after 80% VCF Funding): \$53.50

\*Course fee includes 7% GST, refreshment, lunch and course materials.

## Enquiries

For enquiries: please contact SAICSA at Tel 6334 4302, Fax: 6334 4669 or email: [enquiry@saicsa.org.sg](mailto:enquiry@saicsa.org.sg)

## VCF Funding

Course Fee	\$267.50
Singaporean/ PR (after 80% VCF funding )	\$53.50
Employment Pass/ Work Permit Holders (after 60% VCF funding )	\$107

- For Charities/IPC's that are members of National Council of Social Service (NCSS), kindly apply VCF funding online at <https://www.ncssapp.org.sg> at least **one week** before course commencement.
  - Charities and IPC's only need to pay after-funding amount if the VCF application is approved.
  - For charities/IPC's that are not members of NCSS, please download the application form at <https://www.charities.gov.sg/charity/index.do> and submit to VCF Secretariat at least **one week** before course commencement
  - For enquiries on VCF Funding, please contact:  
VCF Secretariat  
Capability & Community Funding Department  
Hotline : 6210 2555  
Fax : 6210 2530  
Email : [ncss\\_vcf@ncss.gov.sg](mailto:ncss_vcf@ncss.gov.sg)
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### **Terms & Conditions**

- A place will be reserved for you upon receipt of registration form.
- Upon confirmation, an email will be sent one week before the commencement of the course.
- Payment is due **5 working days** prior to the commencement of the course.
- Please make cheque payable to **SAICSA**.
- There would be no cancellation and/or refund if participant fails to attend the conference.
- Full payment is chargeable for withdrawal after commencement, partial attendance or no show on the day of the course.
- A replacement from the same company is allowed. The replacement applicant who meets the funding eligibility can attend the course without penalty. Otherwise, full course fee will be charged.
- Notice of withdrawal must be made in writing.
- For withdrawal given in writing 8 working days or more **before** commencement of the course, no cancellation fee will be charged.
- For withdrawal given in writing **less** than 8 working days prior to commencement of the course, a 50% of the full fee will be charged.
- SAICSA reserves the right to change the date, time and venue or cancel the course due to unforeseen circumstances.

## Registration Form

Fax: 6334 4669



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Tuesday, 24 February 2010 ~ 9.00 am to 1.00 pm ~ Raffles Town Club

Name: (Mr Ms Mrs Mdm Dr) \_\_\_\_\_ NRIC No.: \_\_\_\_\_

Nationality:  Singaporean  Singapore PR  Other: \_\_\_\_\_

Membership Status:  FCIS  ACIS  Grad ICOSA  Affiliate Member  Non-Member

Designation: \_\_\_\_\_ Email: \_\_\_\_\_

Tel (O): \_\_\_\_\_ Mobile Phone: \_\_\_\_\_

Organisation: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Contact Person: \_\_\_\_\_ Designation: \_\_\_\_\_

(If different from participant)

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Organisation Sector Category \*(Please tick in the box):

- |  |   |
|--|---|
| 1. Education <input type="checkbox"/>          | 5. Community <input type="checkbox"/>                       |
| 2. Health <input type="checkbox"/>             | 6. Sports <input type="checkbox"/>                          |
| 3. Arts and Heritage <input type="checkbox"/>  | 7. Others <input type="checkbox"/> (Please indicate): _____ |
| 4. Social and Welfare <input type="checkbox"/> |   |

### VCF Grant

Apply for VCF grant: Yes, 80%  Yes, 60%  No

Please attached a copy of the VCF application reference number with the registration form if applying for VCF grant.

### Lunch

Meal Preference (if any): No preference  Halal  Vegetarian

### **Administrative Details:**

- For enquiries: please contact SAICSA at Tel 6334 4302, Fax: 6334 4669 or email: [enquiry@saicsa.org.sg](mailto:enquiry@saicsa.org.sg)
- Please ensure that you have read the terms and conditions.
- All cheque payments should be made to "SAICSA"
- Please mail your registration form with payment to :  
**SAICSA, 149 Rochor Road, #04-06 , Fu Lu Shou Complex, S(188425)**

### **For Office Use**

Invoice No:	Cheque No/Cash/Nets:	Amount:	Receipt No.