

FROM:

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TO:

SPD



Building an Inclusive Community

CARE INSTRUCTIONS:



Commitment



Integrity



Compassion



Professionalism

Unbreakable

Spirits®

CONCEPT

While we sometimes wish otherwise, life is lived without a manual. We get by many times through trial and error, learning from our daily encounters and those of others, and at times on the advice of those we perceive as wise, in order to live the best way we can.

For some who encounter unexpected set-backs, such as people who suddenly acquire a disability, sometimes the guidance a manual can provide is the crucial handle to give them what they need to face the challenges ahead, and point them on a pathway which would lead them eventually back to independence.

We strive at SPD to provide that much-needed guide, to offer a hand to hold for a while, with encouragement every step of the way for the individual to stand upright on his own without assistance. In these pages we show you how we've done so, and hope that those whose lives we've touched will find the challenges they face less overwhelming, their lives renewed and the future promising.

100% PASSION

A part, not apart

100gsm



Society for the Physically Disabled

A PART NOT A

OUR MISSION //

The Society for the Physically Disabled (SPD) is committed to working in part their potential to the fullest so that they can be self-reliant and independent.

OUR VISION //

To build an inclusive community where everyone is a part of it, and not apart

OUR VALUES //

We are committed to our clients and mission. We place integrity with compassion in our service delivery.

Unique Entity No.	: S64SS0052D
Charity Registration No.	: 0064
Society Registration No.	: ROS 100/64WEL

T, PART

nership with people with disabilities to develop

from it.

ssion as a key virtue and we strive to be professional

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not in the picture

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(from 14 February 2012)

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Rehabilitation Services

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Clinical Head,
Specialised Assistive
Technology Centre

CARE INSTRUCTIONS:



accept



integrate

include

**A PART
OF ALL,
NOT APART
FROM ALL.**





Society for the Physically Disabled

KING JORDAN STREET

101 CITY CENTRE

DIVISIONS, DEPARTMENTS AND FUNCTIONS

Rehabilitation Services

Adult Rehabilitation Programme

- Therapy services for neurological, orthopaedic and other medical/surgical conditions
- Therapy@Home service
- Home assessment
- Caregiver training

Continuing Therapy Programme

- Occupational and speech therapy services for children under 16 years old
- Individual and group therapy

Early Intervention Programme for Infants & Children

- Therapy and educational support services for children aged 6 years and below

SPD Therapy Hub

(Services listed are provided to partner organisations)

- Occupational therapy, speech therapy and physiotherapy
- Consultation and rehabilitation programme development
- Supervision and consultation for junior therapists
- Training and development for rehabilitation support staff
- Caregiver training

SPD@Tampines

- Adult Rehabilitation Programme
- Continuing Therapy Programme
- Therapy Outreach Programme for Pre-Schoolers

Day Activity Centre

- Training in activities of daily living and community living skills
- Respite care
- Pre-vocational training
- Social and recreational activities

Dysphagia Management Programme

- Swallowing management programme for people with disabilities and elderly with swallowing difficulties
- Caregiver training
- Training and development of healthcare professionals and nursing staff

Community & Social Service Department

Specialised Case Management Programme

- Case management
- Counselling
- Consultancy on disability issues
- Caregiver support and training
- Befriending service
- Wellness programmes
- Psycho-educational workshops
- Administration of financial assistance schemes
- Daily Needs Programme

SPD Education Programme

- Education bursary award
- Case management
- Learning and development programmes
- School integration support
- SPD Youth Aspiration Award
- Tuition support

Ability Enterprise

Production Workshop

- Supported employment
- Bookbinding and book restoration
- Production of fabric- and leather-bound photo albums
- Production of notebooks, lifestyle gifts and greeting cards
- Sale of products at trade fairs and exhibitions

Multimedia Centre

- Web page design and maintenance
- Web hosting
- Domain registration
- Creation of electronic greeting cards
- Creation of digital art
- e-Filing of income tax returns for taxi drivers

Technology

Specialised Assistive Technology Centre

- Assistive Technology (AT) consultation and training for people with disabilities and family members
- AT training for professionals working with people with disabilities
- Collaboration with Government agencies, schools and voluntary welfare organisations (VWOs) to promote and implement AT in their programmes and facilities
- Adaptation and modification of existing devices and fabrication of devices that are not commercially available
- Co-ordination of promotion and public education efforts for AT

Assistive Technology

Loan Library

- Loan of AT devices for purpose of trial, training or temporary replacement

Infocomm Accessibility Centre

- Provision of elementary to intermediate level IT training courses
- Collaboration with Government organisations and VWOs to promote IT literacy among people with disabilities
- Advocacy and promotion of digital accessibility
- Administration of the NEU PC Programme under IDA
- Administration of the Microsoft Unlimited Potential Scholarship Fund

Vocational Training

Sheltered Workshop

- Vocational skills training
- Consultation and assessment of trainees on vocational skills and further development
- Certified on-the-job training

IT Apprenticeship Programme

- Provision of on-the-job training and structured courses to equip trainees with necessary skills for employment in the areas of corporate services, multimedia design and music and video production
- Development of necessary work competencies in trainees through scenario-based modules, commercial projects, internship placements, structured courses and personal development

Employment Support Programme

- Promotion of employment and retention of people with disabilities in the open market
- Provision of job matching and job placement services
- Provision of job support to assist clients in adapting to and coping with job scope and working environment

Community Partnerships

Fundraising

- Implementation of fundraising programmes and projects through direct marketing, events and appeals
- Corporate partnerships
- Share, Touch And Reach-out (STAR) monthly donation programme
- Donation box drive

Communications

- Public relations and publicity strategies
- Publications and other corporate print and audio-visual materials
- Corporate website and Facebook account
- Visits
- Promotion of key messages through the media, events, collaterals and other opportunities

Volunteer Management

- Recruitment, training and development of volunteers
- Matching and deployment
- Volunteer appreciation and teambuilding programmes

Corporate Services

Finance

- Financial accounting and statutory reporting
- Cash and assets management
- Budgetary control and management reporting
- Internal control system
- Management information systems appraisal
- Financial evaluation, advice and assistance
- Payroll administration

Human Resource

- Recruitment
- Benefits and compensation
- Performance appraisal and career progression planning
- Training and development

Administration

- Administrative and logistical support
- Management of donations-in-kind
- Facility and estate management
- Security and fire safety management
- Dedicated transport service
- Secretariat support to the Board of Management

KEY HIGHLIGHTS

FOR FY2011/2012

THE HIGHLIGHTS

2011

07.2011

The Maintenance Group Exercise programme was initiated for clients who require assistance with their exercise programme even after having completed their course of therapy at SPD.

08.2011

SPD's President Chia Yong Yong was conferred the President's Social Service Award 2011 (Individual Category) by His Excellency S R Nathan, President of the Republic of Singapore.

10.2011

The Building Bridges EIPIC Centre began operations at the SPD Ability Centre

12.2011

Through a survey conducted, Singaporeans were found to be more accepting of people with disabilities as part of the community, workplace and everyday life.

01.2012

By the appointment of MCYS' Child Care Division, the team from SPD@ Tampines began conducting workshops to equip child care teachers with skills to identify children at their schools with developmental issues and to enable them to co-ordinate resource support for their students who require assistance.

03.2012

Specialised ATC was re-appointed by NCSS as the Centre of Specialisation for Assistive Technology.

Under the flagship of the IAC, the ITAP secured accreditation as an Authorised Training Organisation with the Workforce Development Agency.

The Sheltered Workshop achieved a 51% increase in sales revenue.

SPD's 7th flag day garnered the highest number of volunteers and raised the most funds out of all the flag days we've held so far.

2012

Table on No. of Clients Served

	FY2011/2012	FY2010/2011	FY2009/2010
Total no. of clients served	4,500	4,000	2,800

PRESIDENT'S REVIEW

“ While the world waits to see how the economy will pan out in the months ahead, at SPD, we stand secure in the faith that you will continue to work in partnership with us in support of people with disabilities. ”

Singapore has seen vast changes in the areas that concern people with disabilities, especially in the more recent years. Physical and transport accessibility have improved, while we see more efforts put into including people with disabilities in our society in response to greater calls for it. In tandem is the growing recognition of the contributions of people with disabilities.

In the past year alone, we see promise of improvements with the recommendations made by the Steering Committee for Enabling MasterPlan 2012 – 2016. The thrust towards improved accessibility is also clear with HDB estates made more barrier-free. The implementation of the Allied Health Professions Act 2011 seeks to ensure high standards in community and step-down care services through statutory regulation. People with disabilities in Singapore can take heart at the efforts of the authorities and the direction we are taking as a society.

While these take place in the larger domain, we have also worked towards improving the services offered to people with disabilities at SPD. We were able to officially begin providing EIPIC services at the SPD Ability Centre, while working to establish a branch in Jurong by June 2012. Once fully operational, we are looking at helping some 220 children with special needs, while seeing our long-standing dream of establishing a centre in the west come to fruition.

The direct intervention programme TOPPS delivered by professionals in pre-schools and child care centres, which we have been running since 2010, received recognition and became a mainstream programme funded by the Government. The programme has potential to change the way children are integrated into mainstream pre-schools and we hope that the successful implementation will result in more children with special needs integrated into mainstream education beyond pre-school and into primary schools.

With the Specialised Assistive Technology Centre's re-appointment as the Centre of Specialisation for Assistive Technology in the year, we began planning for the development of an assistive technology guidebook that will serve as a resource for teachers and therapists who work with people with disabilities. We have continued in our efforts to equip people with disabilities with IT skills and place them into the work force, and working with new partner VWOs, have been able to reach out to many other people with disabilities to offer them IT training.

Public education and outreach remained an important focus for us. We conducted workshops, courses and talks throughout the year for caregivers, students, educators and corporate staff to increase understanding and acceptance of people with disabilities, and also provided opportunities for them to interact with people with disabilities.

We were fortunate to have had an unprecedented number of volunteers helping out in our flag day this year, and consequently raising the most funds we've had through any of our flag days.

For the support we have received, we thank all our corporate and Government partners, the VWOs we have had the privilege to work with, donors, volunteers and other supporters for making it possible for us to continue helping people with disabilities. I would also like to thank my fellow Board members and the staff of SPD for their invaluable contributions in improving the lives of people with disabilities.

While the world waits to see how the economy will pan out in the months ahead, at SPD, we stand secure in the faith that you will continue to work in partnership with us in support of people with disabilities.



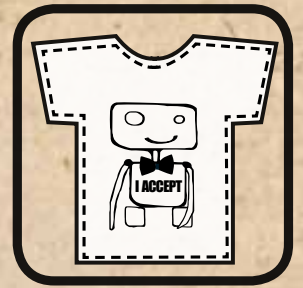
Chia Yong Yong
President



CARE INSTRUCTIONS:



support



enable

encourage

developing potentials for self-reliance and independence



REHABILITATION SERVICES

ADULT REHABILITATION

Partnering Towards Independence



CASE STUDY

Ong Yifang is a 31-year-old stroke survivor. Following her treatment at SGH, she was referred to SPD for further rehabilitation in January 2012. She had weakness in her left hip and ankle, had trouble balancing when standing, and general weakness which made it difficult for her to walk independently. After assessing her condition, SPD's therapists recommended physiotherapy twice a week and weekly occupational therapy for her.

Under the direction of her therapists, Yifang worked hard to improve her muscle strength, balance, and endurance. She gained more confidence as she gradually improved from being dependent to being fully independent.

Today, she is able to take public transport on her own. Her endurance has improved and she is able to walk around crowded places alone. She was recently discharged from the SPD Rehabilitation Centre with a programme of home exercises and has returned to her previous job as a clerical worker.

PROVIDING AFFORDABLE DAY REHABILITATION SERVICES AND FOLLOW-UP REHABILITATION AND SUPPORT FOR PEOPLE WITH PHYSICAL DISABILITIES

New Initiatives

The Maintenance Group Exercise Programme was begun in July 2011 as an extension of our active rehabilitation programme. Started for clients who complete their course of active rehabilitation but who still require assistance with their exercise programme, the new programme prevents decline in functional status and enables the client to continue managing within his/her own home.

Competence Building

Nanyang Polytechnic initiated the Certificate in Clinical Supervision course in February 2011 to improve the supervisory skills of allied health professionals working with its students in the physiotherapy and occupational therapy courses. The programme builds the competence of participants as clinical educators. At the close of the year, four of SPD's physiotherapists had achieved the certification with another five undergoing the course.

Dysphagia Management Programme

The funding period for the Dysphagia Management Programme (DMP) ended on 30 September 2011 with plans for a revised funding scheme in the next year. The Agency for Integrated Care (AIC), one of the three remaining partner organisations provided with speech therapy services under the DMP, engaged SPD's services in a quality improvement project exploring the impact of dysphagia on nutrition. The year ended with the project underway.

In the upcoming year, we will further pursue collaborations with Singapore General Hospital to improve service integration and clinical education support. With the 'Fall Prevention' and 'Activities of Daily Living and Wheelchair Transfer' courses already registered with the Centre for Enabled Living (CEL), we will continue to develop and implement other caregiver training courses.



Description	FY2011/2012	FY2010/2011	FY2009/2010
No. of therapy sessions provided	7,751	7,750	8,783
No. of people helped through therapy sessions	249	303	289
No. of DMP sessions provided	398**	55	15*
No. of people helped through DMP sessions	186**	19	9*

* DMP was launched in October 2009

** More institutional-based services were offered in the year, enabling us to reach out to more clients.

Profile of Adult Rehabilitation Clients at SPD Ability Centre

Age Range Diagnosis	Age Range							Subtotal	%
	16-24	25-34	35-44	45-54	55-64	65-74	75 & Above		
Amputee	0	0	0	0	1	0	0	1	0%
Cardiorespiratory	0	0	0	2	3	2	0	7	3%
Cerebral Palsy	4	0	2	2	0	0	0	8	3%
Dementia/Parkinson's Disease	0	0	0	0	1	3	1	5	2%
Motor Neuron Disease	0	0	0	1	0	0	0	1	0%
Multiple Sclerosis	0	1	2	0	0	0	0	3	1%
Orthopaedic Conditions	0	1	1	4	3	10	22	41	17%
Spinal Cord Injury	2	3	4	3	3	3	1	19	8%
Spinal Cord Related Diseases	1	1	0	2	2	2	2	10	4%
Stroke	2	2	10	12	25	14	26	91	37%
Traumatic Brain Injury	1	1	1	0	0	1	1	5	2%
Others	5	1	5	6	8	12	21	58	23%
Subtotal	15	10	25	32	46	47	74	249	100%
%	6%	4%	10%	13%	19%	19%	29%	100%	

Referral Sources for Adult Rehabilitation Clients at SPD Ability Centre

Referral Centre Diagnosis	Referral Centre				Subtotal	%
	Hospitals/ Clinics	Agency for Integrated Care	Voluntary Welfare Organisations	Self- Referral		
Amputee	0	1	0	0	1	0%
Cardiorespiratory	0	6	0	1	7	3%
Cerebral Palsy	0	0	1	7	8	3%
Dementia/Parkinson's Disease	0	5	0	0	5	2%
Motor Neuron Disease	0	0	0	1	1	0%
Multiple Sclerosis	0	0	0	3	3	1%
Orthopaedic Conditions	0	38	0	3	41	17%
Spinal Cord Injury	4	8	0	7	19	8%
Spinal Cord Related Diseases	3	6	0	1	10	4%
Stroke	11	66	1	13	91	37%
Traumatic Brain Injury	0	4	0	1	5	2%
Others	5	46	1	6	58	23%
Subtotal	23	180	3	43	249	100%
%	9%	73%	1%	17%	100%	

EARLY INTERVENTION SERVICES FOR CHILDREN (SPD ABILITY CENTRE)

An Early Start, a Better Tomorrow



CASE STUDY

Ian Josh Chua was enrolled under the Continuing Therapy Programme in 2008. At that point, the 7-year-old diagnosed with autism spectrum disorder (ASD) had a short attention span and didn't maintain eye contact when spoken to. He uttered no more than a few simple sentences when communicating and couldn't stay on a topic for long. He had trouble writing and forming letters and words.

Under the Continuing Therapy Programme, Ian received occupational and speech therapy fortnightly. Today, he is able to keep interested in any given task. He maintains eye contact during greetings and needs only minimal prompt when communicating. He is able to initiate and continue in a conversation topic. Ian is also now able to copy sentences with 70% consistency. In short, Ian has progressed tremendously.

PROVIDING EARLY SUPPORT FOR CHILDREN WITH SPECIAL NEEDS

EIPIC

In early 2011, MCYS announced its plans to develop seven new EIPIC centres by 2015. This is to meet the growing demand for EIPIC services from 1,800 children to 2,600 children in four years' time

The MCYS and NCSS approached SPD in June 2011 to discuss setting up an EIPIC centre at the SPD Ability Centre and another centre in the west zone.

The Building Bridges EIPIC Centre (Tiong Bahru) began operations at the SPD Ability Centre on 3 October 2011 and at close of year, served 24 children, with the intention of growing this number to 70 by 2013. The second EIPIC centre, poised to serve 150 children, was being built at Blocks 337 and 339 at Jurong East Avenue 1, and targeted to operate from June 2012.



Continuing Therapy

The Continuing Therapy Programme provides early support in the form of occupational and speech therapy services to children with special needs attending mainstream schools. The programme also complements the therapy services the children receive in their special schools or early intervention setting and aims to minimise the risk of their developing long term disabilities.

Research

In the year, we embarked on the research study 'A comparison of social interaction skills development in children with ASD: A trans-disciplinary approach in an activity group therapy'.

Our aim was to facilitate a trans-disciplinary approach comprising occupational therapy and speech therapy and to apply it at group therapy sessions to see how the combined treatment strategies

affected the progress of a child's social interaction development in a group, and the impact of different age groups in developing social interaction skills.

Through the study, we found that children who underwent the treatment showed improvement in social-communication with their peers. They were interested to participate in and initiated various art and craft activities

and storytelling. Further to this, we observed that children in the higher age group showed more improvement in their social skills. We were able to conclude that trans-disciplinary approach in group therapy was a useful treatment strategy to facilitate

the children in initiating and interacting with their peers.

For the year ahead, we look towards forging closer ties and collaborating with the Ministry of Education to better support children with mild developmental

needs in their transition to primary school. We will also look into operating the programme after office hours and/or weekends to meet the needs of school-going children who need the service.

Description	FY2011/2012	FY2010/2011	FY2009/2010
No. of Continuing Therapy sessions provided	1,631	1,838	2,032
No. of children helped under Continuing Therapy	169	161	147
No. of children helped under EIPIIC	24*	–	–

*EIPIIC began operations at SPD Ability Centre in October 2011

Continuing Therapy Sessions Conducted for Children at SPD Ability Centre

Type of Service	No. of Therapy Sessions
Occupational therapy	661
Speech therapy	933
Group therapy	37
Total	1,631

Profile of Children Receiving Continuing Therapy at SPD Ability Centre

Age Range \ Diagnosis	0-6	7-12	13-16	Subtotal	%
Attention Deficit Hyperactivity Disorder	2	3	3	8	5%
Autism Spectrum Disorder	18	50	2	70	41%
Global Developmental Delay	13	14	2	29	17%
Learning Disabilities	0	10	0	10	6%
Physical Disabilities	1	2	3	6	4%
Speech and Language Impairment	13	21	2	36	21%
Others	2	4	4	10	6%
Subtotal	49	104	16	169	100%
%	28%	62%	10%	100%	

Referral Sources for Children Receiving Continuing Therapy at SPD Ability Centre

Referral Source \ Diagnosis	Hospitals / Clinics	Voluntary Welfare Organisations	Self-Referral	Subtotal	%
Attention Deficit Hyperactivity Disorder	4	0	4	8	5%
Autism Spectrum Disorder	57	7	6	70	41%
Global Developmental Delay	25	4	0	29	17%
Learning Disabilities	8	1	2	10	7%
Physical Disabilities	5	0	1	6	4%
Speech and Language Impairment	29	4	3	36	21%
Others	7	1	1	10	5%
Subtotal	135	17	17	169	100%
%	80%	10%	10%	100%	

SPD THERAPY HUB

A Partner of Choice for Quality Rehabilitation

PROVIDING
HIGH-STANDARD
OUTCOME-
BASED THERAPY
SERVICES AND
CONTINUITY
OF CARE TO
COMMUNITY
VOLUNTARY
WELFARE
ORGANISATIONS



In the year, the SPD Therapy Hub provided occupational therapy, physiotherapy and speech therapy to the clients of various community organisations including special schools, day rehabilitation centres, nursing homes, and community hospitals. We also offered clinical supervision to therapy staff of partner organisations as well as our own staff and provided guidance, coaching and mentoring to junior professional staff.

Allied Health Professions Act

Professional registration of physiotherapists, occupational therapists and speech therapists is expected to start in the middle of 2012 with the implementation of the Allied Health Professions Act. Along with registration will come the requirement of clinical supervision for newly-graduated local therapists and some foreign trained therapists in order to ensure quality and excellence in these disciplines. The services of the SPD Therapy Hub will offer clinical supervision support to VWOs during this transition.



Funding

In the year, we secured additional funding from the National Council of Social Service (NCSS) for the SPD Therapy Hub supervision structure. Funding from the Ministry of Community Development, Youth and Sports (MCYS) was also approved for the first time and began from January 2012.

The additional funding from MCYS and NCSS enables us to expand the capacity at SPD Therapy Hub. This is to meet the expected increase in demand for our therapy services from VWOs

who may find it more challenging to recruit therapists with the implementation of the Allied Health Professions Act.

Surveys

The results of a survey conducted in March 2012 with partner organisations to gauge the quality of our services showed 100% satisfaction with the services provided by our physiotherapists, occupational therapists and speech therapists. There was also 100% staff satisfaction with the quality and quantity of clinical supervision we provided.

In the year ahead, we will set up a community network with our partner agencies to better understand their needs in order to improve and enhance our service delivery, as well as to reach out to new partners.

Description	FY2011/2012	FY2010/2011	FY2009/2010
* No. of organisations served	32	32	23
** No. of people helped	3,249	2,984	2,092

* Includes internal programmes and partner organisations

** Includes clients served in internal programmes and partner organisations

SPD@TAMPINES

Reaching Out to the Heartlands

CASE STUDY

Three-year-old Wang Si Yin was diagnosed with postural instability and gravitational insecurity which meant that she had poor gross and fine motor skills. She had difficulty jumping, hopping, playing ball as well as manipulating classroom tools, which affected her self-confidence, daily life and participation in her pre-school activities. She was also a shy and quiet child with poor social interaction in the classroom. Si Yin's teacher referred her for the Therapy Outreach Programme for Pre-Schoolers (TOPPS) intervention in March 2011.

The TOPPS team worked to improve her postural control and stability as well as body awareness. Activities were also aimed at improving her social-communication skills and self-confidence to enable her to play and interact meaningfully and appropriately with people. An Individual Care/Intervention Plan consisting of prioritised goals was drawn up and implemented in collaboration with Si Yin's parents and class teacher. Her parents participated actively and worked closely with the team to follow up on the intervention at home. Intervention was provided over a period of three months, with weekly sessions facilitated by the occupational therapist and speech therapist.

Si Yin has since shown significant improvement in her level of confidence. She tolerates and participates in age-appropriate gross motor activities such as ball skills, jumping, wheelbarrow walking and a variety of animal walks. She is attempting to jump and hop with moderate physical assistance from an adult and is able to actively participate in reciprocal ball games with one to two peers facilitated by an adult.

She is able to comprehend and respond appropriately to two-step instructions related to the classroom tasks. She is also able to express her needs independently and meaningfully interact with adults and peers. Si Yin has made marked progress in the areas of language and social communication and has entered nursery level this year.

Si Yin continues to receive occupational therapy to maintain and further enhance her progress. Her parents are also being equipped with more skills to support her in her journey ahead.

BRINGING QUALITY ADULT AND EARLY INTERVENTION SERVICES TO PEOPLE LIVING IN THE EAST

Early Intervention Services for Children

Early intervention services in the mainstream pre-school setting achieved a significant milestone when MCYS decided to scale up the Therapy Outreach Programme for Pre-schoolers (TOPPS) to a national level following the successful end of the pilot phase, which was funded by Temasek Cares.

From May 2012, early intervention services for children attending pre-schools will be provided by two anchor operators and two service providers appointed by MCYS. SPD is one of the service providers and targets to serve 300 children in FY2012/2013 and 500 in FY2013/2014.

The first phase of the roll-out will focus on the areas of Tampines and Bedok. SPD will maintain two clinical teams to provide therapy, each consisting of a speech therapist, occupational therapist, learning support facilitator and educational psychologist. The clinical teams will provide therapy services for the anchor operators, who will have their own learning support educators (LSEs) who will perform screening and follow-up. We will also have a team of LSEs to serve other operators. All LSEs are required to undergo an eight-month certificate programme by the Association for Early Childhood Educators which will commence in April 2012.





Workshops for Child Care Centres

We were appointed by the NCSS to conduct a research study on the impact of a community-based therapy outreach programme for mainstream pre-schoolers to understand parents' and preschool teachers' perceptions

of TOPPS. The study comprised a quantitative survey done with 22 teachers and interviews with five parents. The survey revealed good feedback on TOPPS. More than 90% of the pre-school teachers indicated that TOPPS benefitted the children and 86% would recommend it for other children.

Adult Rehabilitation

The new initiative implemented in the first quarter of 2012 by the Ministry of Health (MOH) to extend MediFund to non-residential Intermediate and Long Term Care (ILTC) services such as day rehabilitation, allowed patients who were unable to co-pay the fees to be assisted

further with the safety net provided by the MediFund. As an accredited centre, SPD is looking into tapping on MediSave to reduce out-of-pocket payments by clients.

In the year ahead, we look forward to further developing our specialisation in the areas of physical disabilities, autism spectrum disorder, global developmental delay and speech and language impairments as well as specialised programmes such as handwriting clinics, social group training and oro-motor training.

We will also look at exploring a partnership with Community Health Centres (CHC) which provide important healthcare services in the community to complement the care provided by general practitioners.

Under this partnership, SPD@Tampines will provide therapy services to CHC patients with musculoskeletal issues.

To improve rehabilitation standards, we will develop systems, structures and standards, provide specialised training for staff and engage caregivers actively in the rehabilitation process.

Apart from these, we look forward to strengthening our collaboration with grassroots organisations through community outreach networking within Tampines through publications, training, and participating in community engagement programme activities.

Description	FY2011/2012	FY2010/2011	FY2009/2010
No. of therapy sessions provided	3,851 for children 3,343 for adults	3,489 for children 2,482 for adults	2,938 for children 2,156 for adults
No. of people helped	352 children 141 adults	275 children 138 adults	132 children 115 adults

Profile of Adult Rehabilitation Clients at SPD@Tampines

Diagnosis	Age Range							Subtotal	%
	16-24	25-34	35-44	45-54	55-64	65-74	75 & Above		
Amputee	0	0	0	1	0	0	0	1	1%
Cerebral Palsy	0	0	0	1	0	0	0	1	1%
Dementia/Parkinson's Disease	0	0	0	0	1	1	1	3	2%
Orthopaedic Conditions	0	1	0	2	3	3	12	21	15%
Spinal Cord Injury	1	0	0	1	1	0	0	3	2%
Spinal Cord Related Diseases	0	0	0	2	1	0	4	7	5%
Stroke	0	2	7	3	15	16	25	68	48%
Traumatic Brain Injury	0	1	0	1	1	0	0	3	2%
Others	5	1	1	2	2	9	14	34	24%
Subtotal	6	5	8	13	24	29	56	141	100%
%	4%	4%	6%	9%	17%	21%	40%	100%	

Profile of Children Receiving Therapy at SPD@Tampines

Diagnosis	Age Range				Subtotal	%
	0-6	7-12	13-16	17-18		
Attention Deficit Hyperactivity Disorder	0	5	3	0	8	2%
Autism Spectrum Disorder	34	47	7	1	89	25%
Global Developmental Delay	16	24	1	0	41	12%
Learning Disabilities	83	14	0	0	97	28%
Physical Disabilities	1	0	0	0	1	0%
Speech and Language Impairment	28	54	4	1	87	25%
Others	8	18	2	1	29	8%
Subtotal	170	162	17	3	352	100%
%	48%	46%	5%	1%	100%	

Referral Sources for Adult Rehabilitation Clients at SPD@Tampines

Referral Centre Diagnosis	Hospitals/ Clinics	Agency for Integrated Care	Voluntary Welfare Organisations	Self- Referral	Subtotal	%
Amputee	0	2	0	0	2	1%
Cerebral Palsy	1	1	0	1	3	2%
Dementia/Parkinson's Disease	0	8	0	0	8	6%
Orthopaedic Conditions	1	20	0	0	21	16%
Spinal Cord Injury	0	1	0	0	1	1%
Spinal Cord Related Diseases	0	5	0	1	6	5%
Stroke	3	40	0	7	50	38%
Traumatic Brain Injury	0	1	0	2	3	2%
Others	0	31	1	6	38	29%
Subtotal	5	109	1	17	132	100%
%	4%	82%	1%	13%	100%	

Referral Sources for Children Receiving Therapy at SPD@Tampines

Referral Centre Diagnosis	Hospitals/Clinics				Singhealth/ Polyclinics	Centre for Enabled Living	Child Guidance Clinic	Voluntary Welfare Organisations	Mainstream Pre-schools	Self- Referral	Subtotal	%
	Changi General Hospital	KK Women's & Children's Hospital	National University Hospital	Singapore General Hospital								
Attention Deficit Hyperactivity Disorder	0	1	0	0	0	0	2	0	0	0	3	1%
Autism Spectrum Disorder	0	48	0	0	0	4	0	0	0	0	58	20%
Global Developmental Delay	0	31	0	1	0	1	0	0	0	0	33	11%
Learning Disabilities	0	9	0	0	1	1	0	0	81	0	92	31%
Physical Disabilities	0	0	0	0	0	1	0	0	0	0	1	0%
Speech and Language Impairment	0	69	1	0	7	0	0	0	0	0	78	26%
Others	0	29	0	0	3	0	0	0	0	0	33	11%
Subtotal	0	187	1	1	2	7	2	0	81	0	298	100%
%	0%	63%	0%	0%	1%	2%	1%	0%	27%	0%	100%	



DAY ACTIVITY CENTRE

Towards Greater Independence



CASE STUDY

Abdul Mansur bin Jamaludin was involved in a motorcycle accident in 2006 in which he suffered traumatic brain injuries. He was unable to communicate verbally and could only produce sounds, which made communication at the Day Activity Centre (DAC) and at home a challenge.

Since his admission to the DAC in 2007, 29-year-old Mansur was encouraged to communicate verbally and was also given training in activities of daily living. It was a joy to his mother when he was able to say 'Yes' and 'No' consistently. This greatly enhanced his communication with his peers as well as his family members. With training, Mansur was able to hum a song during DAC's singing competition in December 2011. He is currently training to process two-stepped instructions.

PROVIDING CARE AND TRAINING OPPORTUNITIES FOR PEOPLE WITH DISABILITIES



Regular training was given in activities of daily living, pre-vocational skills, community living skills and socio-recreational skills to clients at the DAC.

Individual Case Conference

Annual case conferences were held among the training officers, occupational therapists, case management officers and individual clients with their caregivers to discuss the clients' progress and set new goals. Case reviews were held in September 2011 between relevant staff and therapists to ensure the clients' goals were progressively achieved.

Survey

The annual survey was carried out in December 2011 with caregivers to establish their level of satisfaction with DAC's services. Out of 47 responses received, 89% of caregivers indicated satisfaction with the DAC services and 79% agreed that clients at the centre were meaningfully engaged.



Description	FY2011/2012	FY2010/2011	FY2009/2010
No. of training hours provided	12,128	11,517	10,800
No. of people helped	58	62	57

Training Conducted at DAC

Area of Training	No. of Hours
Activities of Daily Living	2,774
Pre-Vocational Skills	4,617
Community Living Skills	1,915.5
Socio-Recreational Skills	2,821.5
Total	12,128

Profile of DAC Clients

Age Range \ Diagnosis	16-24	25-34	35-44	45-54	55 & Above	Subtotal	%
Cerebral Palsy	4	14	3	2	0	23	40%
Intellectual Disabilities	0	2	1	3	1	7	12%
Stroke	0	0	5	1	2	8	14%
Traumatic Brain Injury	1	2	5	1	0	9	15%
Others	4	1	5	1	0	11	19%
Subtotal	9	19	19	8	3	58	100%
%	15%	33%	33%	14%	5%	100%	

Developing Talents

One of our focus in the year was developing the talents of the clients. A singing competition was initiated where clients were encouraged to showcase their talents. A core singing group was also formed with the help of volunteer Frances Chua from Vocal Hearts, who is a specialist in vocal training.

We sourced for opportunities and provided avenues for clients to perform. One such platform was the Microsoft Sandcastles for Hope event on 11 November 2011 where the group sang in the presence of Guest-of-Honour President Tony Tan Keng Yam.

In the coming year, we look forward to enhancing the DAC as a social day centre by continuing to provide avenues for clients to improve in their talents in sports, singing and performing.

We also aim to develop specialised programmes such as supported computer learning for slow learners and basic telephone skills. We are also looking into enhancing collaboration with other DACs through staff attachments.



**COMMUNITY & SOCIAL
SERVICE DEPARTMENT**

SPECIALISED CASE MANAGEMENT PROGRAMME

Strengthening Through Support



CASE STUDY

Mdm Puspawati is a 47-year-old single lady who had to stop working five years ago when she was diagnosed with Bell's Palsy and multiple health issues such as diabetes and hypertension. With no family support, she is living in a one-room rental flat with another tenant and relies on financial assistance for her daily subsistence.

Under the Specialised Case Management Programme, SPD's social workers assisted Mdm Puspawati in applying for 100% funding to purchase a manual wheelchair as she could not afford to buy a new one and was relying on a rented wheelchair. They also listed her in the NTUC Daily Needs Scheme so that she could receive NTUC vouchers to purchase groceries and household items.

EMPOWERING INDIVIDUALS WITH DISABILITIES TO LEAD FULFILLING LIVES

Through the Specialised Case Management Programme (SCMP), we help people who have acquired disabilities to cope with life challenges and to realise their potentials. We provide counselling, assistance, case management support and advice for people with disabilities and their families, and leverage on our programmes and services to provide a comprehensive spectrum of support and care.

Accreditation

In the year, professional staff of SCMP were accredited as Registered Social Workers or Registered Social Service Practitioners by the Singapore Association of Social Workers (SASW). This means that our social workers are officially recognised by the SASW to have achieved a professional standard in social work practice.

Home Visits

The social workers conducted 369 home visits in the year with referrals from other VWOs, hospitals, community organisations, family service centres, Centre for Enabled Living (CEL), AIC, Government agencies, informal contacts, Members of Parliament and SPD's internal departments.

Collaboration

The department embarked on a collaboration with Yayasan MENDAKI, a self-help group dedicated to the empowerment of the disadvantaged through excellence in education. The 'Wrap Around Care' initiative will see us working hand-in-hand with clients to meet their needs with our combined services and programmes.

In the coming year, the SCMP will be developing a caregiver support framework to empower caregivers to better care for their charges with disabilities. We will also be proactive in our outreach by promoting our programme to more partners.

Description	FY2011/2012	FY2010/2011	FY2009/2010
No. of people helped under SCMP	526	559	663



TECHNOLOGY SOLUTIONS

Assistive technology devices
enable people with disabilities
to function effectively

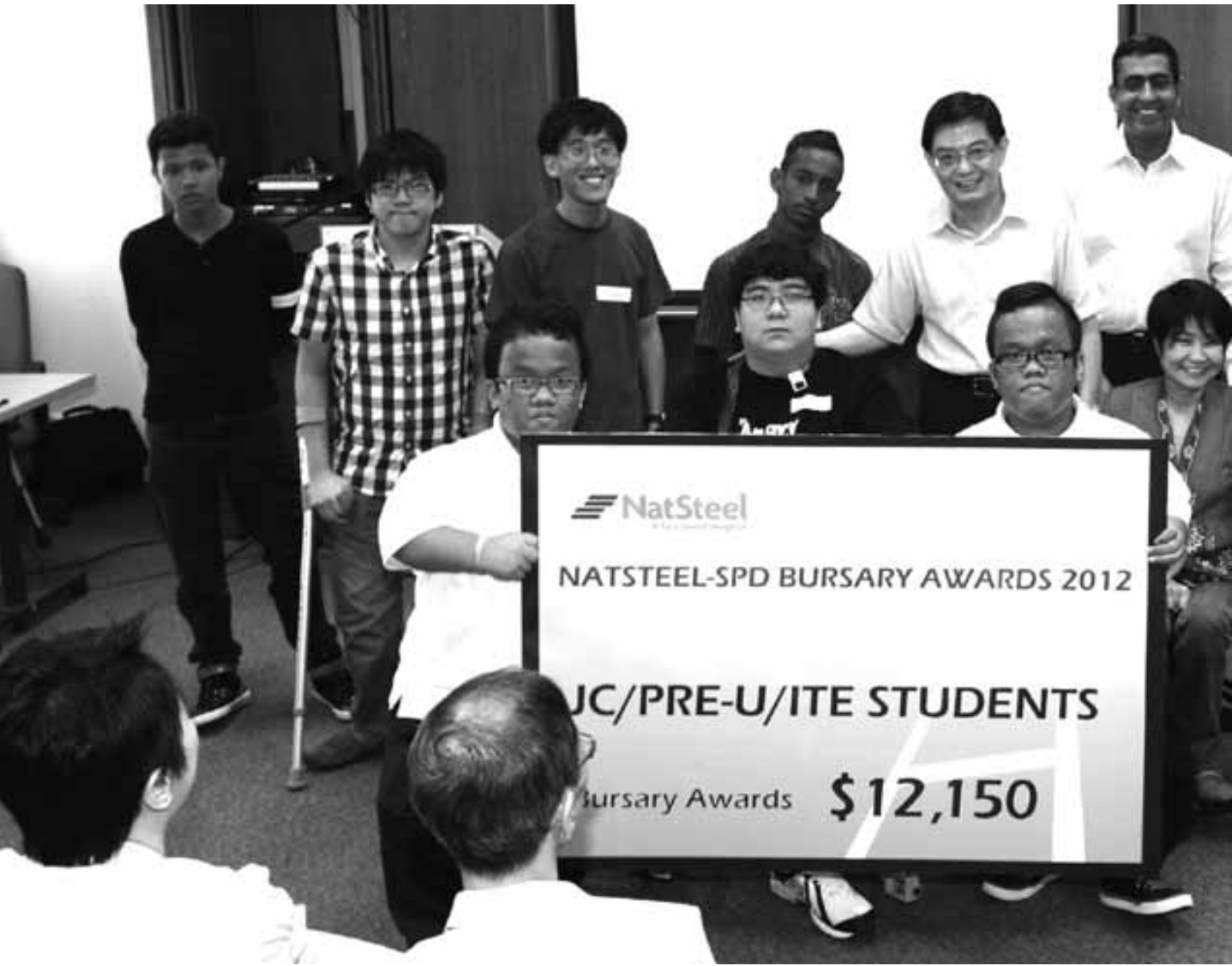
PROVIDING LINKS

Assistive technology devices
enable people with sensory
impairments to function effectively

Color combination:
Select knob is located
above Mark Knob. It
should be printed
in negative text mode
or negative mode

SPD EDUCATION PROGRAMME

I Learn, I Grow, I Serve



PROVIDING EDUCATIONAL SUPPORT AND
OPPORTUNITIES IN LEARNING AND DEVELOPMENT
TO LEVEL THE PLAYING FIELD FOR STUDENTS
WITH PHYSICAL DISABILITIES



In the year, the SPD Education Programme provided educational support, opportunities in learning and development and rehabilitation services for children and youth with disabilities, and advocated for the reduction of barriers of accessibility and worked with parents, teachers and peers, and case management officers.

CASE STUDY

Casanne was diagnosed with tethered cord syndrome which affects her spinal cord.

Because of this, the Primary One student has a bladder dysfunction which requires catheterisation every three hours. She needs to have regular check-ups at the hospital, making it necessary for the family to employ a maid to assist her.

While Casanne's mother is the sole breadwinner of the family, she does not earn much. Worried about her ability to support the family and Casanne's educational and medical costs, it was a relief to her when Casanne was awarded the SPD Education Programme bursary.

Apart from financial assistance, Casanne's mother also hoped for more social interaction for her. SPD's social workers subsequently encouraged Casanne to take part in various learning and development courses and to date, the cheerful and lively girl has attended at least three outings, including a six-week speech and drama course.

Award Presentation Ceremony

The annual SPD Education Award Presentation Ceremony was held at the SPD Ability Centre on 18 February 2012 with Minister of Education Mr Heng Swee Keat gracing the event as the Guest-of-Honour. \$84,750 in bursaries sponsored by NatSteel Holdings Pte Ltd was presented to 122 students, and one youth who showed a passion and talent in the area of sports received the SPD Youth Aspiration Award of \$5,000. Besides giving out the bursaries, effort was also put into providing assistance to students with financial difficulties through other avenues such as programme subsidies.



In the upcoming year, we will continue to work closely with schools to improve support for teachers and peers of students with disabilities through school talks while more training opportunities will be made

available to befrienders of clients. We will continue to organise academic and non-academic enrichment programmes for disabled students to promote better integration, as well as caregiver support to parents of disabled students.

Description	FY2011/2012	FY2010/2011	FY2009/2010
No. of physically disabled students helped under the SPD Education Programme in the year	141	145	166
Amount disbursed through bursary award	\$84,750	\$91,200	\$99,750
No. of bursary awards recipients in the year	122	129	155
Amount disbursed through SPD Youth Aspiration Award	\$5,000	\$10,000	\$10,000
No. of SPD Youth Aspiration Award Recipients	1	2	2
No. of training places provided under the learning and development programme for students with disabilities and their families	225	243	137
No. of training places provided under the learning and development programme for educators and peers of students with disabilities	149*	1,549	1,935

*More talks were conducted in the year at classroom level instead of assembly level

SPD ABILITY
ENTERPRISE

SPD ABILITY ENTERPRISE

Enhancing Employability

PROVIDING SUPPORTED EMPLOYMENT FOR PEOPLE WITH DISABILITIES

Production Workshop

Sales revenue in the year dropped 30% from last year to \$135,000 for the Production Workshop (PWS). This was largely due to the dip in sale of corporate gifts.

While bookbinding and creation of corporate gifts remained the mainstay of the work here, the year saw an increase in thesis and document binding for final year students from tertiary education institutions.

The period under review saw the retirement of a craftsman who had passed the age of 62. Two other craftsmen also left the PWS to seek employment in the open market.



a book press that would free up manpower resource while maintaining the quality of the products. The book press was presented to us in a ceremony on 27 January 2012.

Multimedia Centre

While manpower decreased, revenue at the Multimedia Centre (MMC) increased slightly due to an increase in the number of web design projects and improvements in the sale of greeting cards.

The MMC launched a new product - desktop calendars - at the start of 2012. Adorned with the artistic creations of disabled designers on every page in the form of digital art or photograph, the calendars were well-received

In 2010, a group of mechanical engineering students from the ITE College East put their hearts and minds into designing and fabricating a contraption to ease the work flow at the PWS. The group of six students took two years to produce



with more than 3,000 pieces sold. The free annual income tax e-filing service for taxi drivers was held from 15 March to 18 April 2012. Over 900 taxi drivers benefitted from the service provided by three people with physical disabilities with the help of a regular volunteer. Cash contributions from the taxi drivers who benefitted from the service amounted to over \$6,000.

The SPD Ability Enterprise will continue exploring viable business activities to enhance the financial independence of the people with physical disabilities in the programme.



Sales Revenue of SPD Ability Enterprise

Description	FY2011/2012	FY2010/2011	FY2009/2010
Sales revenue for PWS	\$135,000	\$196,000	\$122,000
Sales revenue for MMC	\$252,000	\$246,000	\$246,000
Total sales revenue	\$387,000	\$442,000	\$368,000

No. of People with Disabilities at SPD Ability Enterprise

Description	FY2011/2012	FY2010/2011	FY2009/2010
PWS	12	14	15
MMC	3	4	5
Total	15	18	20



TECHNOLOGY

SPECIALISED ASSISTIVE TECHNOLOGY CENTRE

Providing Opportunities, Unlocking Potentials



CASE STUDY

Eric Yow was a healthy young man who did not smoke or drink. His life changed drastically in April 2008 when the 27-year-old suddenly suffered bleeding inside his skull membrane and blood vessel. There was an increase in the fluid volume in his skull, thereby increasing the pressure on his brain. As a result, Eric is almost completely paralysed except for the limited use of his hands. He is also unable to express himself verbally and communicates only by blinking his eyes.

At the Specialised Assistive Technology Centre, Eric was taught how to use a high-tech device with a computerised voice to communicate. The device has enabled him to better communicate with his family, friends and unfamiliar communication partners.

At a recent SPD event, he was able to converse with Mr Chan Chun Seng, the Acting Minister for Community Development, Youth and Sports, using the device. The Specialised ATC team is looking into how to enable Eric to use his communication device to perform computer functions such as surf the Internet, access social media and type word documents.

UNLOCKING THE POTENTIALS OF PEOPLE WITH DISABILITIES WITH ASSISTIVE TECHNOLOGY

In the year, the Specialised Assistive Technology Centre (Specialised ATC) continued providing services in assistive technology (AT) by way of assessment and training, managing the AT Loan Library, providing adaptation and modification services and also conducting courses and public education talks in the area of AT.

In the year under review, the AT specialists conducted 140 comprehensive assessments, providing 527 training hours and serving 120 people with disabilities between 4 and 73 years old.

Speech Therapy Implementation Committee

The Speech Therapy Implementation Committee for the Allied Health Professions Act was formed in order to set standards for the upcoming registration of speech therapists. Specialised ATC's clinical head was selected and invited by Ministry of Health to participate in the committee.



AT Loan Library

The AT Loan Library continued to serve the needs of people with disabilities, loaning out assistive devices and software for trial as well as replacement in cases where the device has been sent for repair. In the year, 60 loans were made, an increase from 52 loans made in FY2010/2011.

Re-Appointment as COS

In March 2012, the Specialised ATC was re-appointed as the Centre of Specialisation (COS) for AT by NCSS for the next three years. The appointment will see the Specialised ATC continue its leadership role in the area of AT.

We will also be embarking on a project to develop an AT resource guidebook for professionals working with people with disabilities.

In the upcoming year, we will collaborate with IT trainers at the IAC to further incorporate computer-related AT in their IT training conducted in special schools, to enable the students to access the computer.

We will continue to conduct the AT module for HMI's Therapy Assistant Course, and will also run two basic AT courses for VWOs.

Description	FY2011/2012	FY2010/2011	FY2009/2010
No. of people helped in the year	140	108	116
No. of training hours provided	527	688	982
No. of items loaned from the AT Loan Library	60	52	87

TECHNOLOGY

INFOCOMM ACCESSIBILITY CENTRE

Bridging the Digital Divide



CASE STUDY

Nurhan Bin Abdullah was diagnosed with juvenile idiopathic arthritis when he was 17 years old. Due to the stiffness and pain he experiences in his joints, the 27-year-old's range of movements is limited and he often feels weak and tired. Despite these difficulties, Nurhan is motivated to overcome his condition and find employment so that he can help to alleviate his family's financial difficulties.

Nurhan was referred to SPD's Sheltered Workshop in 2007 but stopped in 2008 as advised by his doctor due to health conditions. He was re-connected with SPD in 2011 to explore other training options. Keen to pick up IT skills to improve his employment opportunities, Nurhan enrolled in IAC's IT courses in May 2011. He first took Microsoft Office courses to improve on his fundamentals in using the computer for work. He proceeded to complete the intermediate-level courses in design software such as Adobe Illustrator.

Today, Nurhan has moved on to SPD's IT Apprenticeship Programme, and is training in the visual communications track in preparation for employment in the open market.

BRIDGING THE DIGITAL DIVIDE AND ENHANCING THE EMPLOYMENT OPPORTUNITIES OF PEOPLE WITH DISABILITIES



The Infocomm Accessibility Centre (IAC) conducts basic and intermediate levels of IT training courses for disabled people across disability types to bridge the digital divide and enhance their employability. The centre also administers the Microsoft Unlimited Potential Scholarship and the Infocomm Development Authority's (IDA) NEU PC Plus Programme for disabled people.

In the year, the centre offered close to 900 training places and conducted 94 courses and an additional 584 IT skills classes for Special Education (SPED) schools.

Tweet Meet

Tweet Meet 2011 was held from 25 to 31 July 2011 to drum up greater awareness of the IAC and to encourage more disabled people to take up IT training. 30 volunteers visited the homes of 40 people with disabilities to deliver and set up netbooks donated by Microsoft Singapore. The personal delivery enabled the volunteers to connect the recipients onto social networking sites such as Twitter, Facebook, Windows Live and Skype, to widen their social circle.

The initiative gave the recipients the opportunity to meet new friends and widen their IT knowledge.

Scholarship Award Presentation and ITAP Graduation

The Microsoft Unlimited Potential Scholarship Award presentation and ITAP graduation ceremony was held at the 'Towards Inclusiveness in the Workplace:

Employing Persons with Disabilities' event on 14 October 2011. Co-organised by IAC and the Tripartite Alliance for Fair Employment Practices (TAFEP), the event was also supported by Microsoft Singapore Pte Ltd, SNEF and the Enabling Employers Network (EEN).

Four students with disabilities received scholarship grants from Microsoft Singapore.

Nothing Less Project

A strategic partnership was struck with Tribal DDB to boost the IAC's effort in providing more industry-relevant training to the trainees. The international multimedia design agency made available internship opportunities to two IAC graduates in February 2012. This was on top of providing marketing and advertising support to the IAC from June 2011.

The two-week-long stint was part of the Nothing Less Project where graduates from IAC were given



the opportunity to hone their digital skills and creativity, provide real-world solutions and gain invaluable on-the-job experience.

In the coming year, we will be looking into providing more support to SPED Schools by way of infocomm technology (ICT) curriculum development.

Description	FY2011/2012	FY2010/2011	FY2009/2010
No. of courses conducted at the IAC	94	102	113
No. of training places offered	867	819	827
No. of new courses introduced	8	14	18
No. of IAC trainees served in the year	531	496	348

VOCATIONAL TRAINING

IT APPRENTICESHIP PROGRAMME

Enhancing Employment Opportunities



CASE STUDY

Kamaruddin Bin Ahmad, 55, had been working as a restaurant manager with various restaurants till a medical condition led to the amputation of his left leg. He was fitted with a prosthetic limb and now moves around using a pair of elbow crutches.

Kamaruddin was determined to regain an active life and acquire skills that would enable him to return to the workforce. Knowing that it would be unlikely for him to work as a restaurant manager again, he began looking for jobs in other industries. He got to know about SPD's IT Apprenticeship Programme and enrolled in May 2011 to acquire the necessary IT skills and knowledge for administrative work.

Through his strong motivation to be independent and willingness to learn, Kamaruddin did well in the ITAP and also picked up other soft skills such as working in a team, time management and coping with stress at work. With his new set of skills, Kamaruddin found a job as an administrative assistant shortly after his graduation from the ITAP in October 2011.

Kamaruddin is now doing well in his job. He is very grateful that the training provided at ITAP has enabled him to regain his independence and return to open employment.

PROVIDING RELEVANT AND PRACTICAL IT SKILLS TRAINING TO ENHANCE THE EMPLOYABILITY OF PEOPLE WITH DISABILITIES



In the year, we remained committed to providing suitable training to enable trainees to stay competitive and relevant in the job market, providing work experience through internship or commercial project opportunities, and maximising each trainee's ability to use the computer through AT and accessibility features.

The ITAP training includes equipping trainees with infocomm technology skills, soft skills and life skills, and preparing them for work.

The ITAP curriculum is delivered through a blended approach consisting of classroom training and one-to-one coaching. Upon completion of their training, ITAP trainees will be job-matched and placed in suitable internship or positions by SPD's Employment Support Programme.

In the year, 30 trainees completed training at ITAP and 12 secured employment.

Graduation

The year saw 30 trainees graduate from the programme. The ITAP graduation ceremony was held together with the Microsoft Unlimited Potential Scholarship Award presentation at the 'Towards Inclusiveness in the

Workplace: Employing Persons with Disabilities' event on 14 October 2011.

This year, scholarship recipients and graduates had the opportunity to meet and interact with employers at the event to find out more about the employment opportunities available, while employers also shared professional experience on how persons with disabilities could contribute to furthering their businesses.

ATO Accreditation

ITAP, under the flagship of IAC, successfully secured accreditation as an Authorised Training Organisation (ATO) with the Workforce Development Agency in March 2012. As an ATO, the

ITAP is able to conduct Workforce Skills Qualifications (WSQ) courses and award our trainees WSQ Statements of Attainment for the courses they complete. This is a major milestone in our journey to benchmark the training curriculum of ITAP to mainstream standards.

In the year ahead, we plan to revamp our training methodology and curriculum to adopt the WSQ standard of skills training. Having been given ATO status, we will be commencing accreditation of our training curriculum.

Description	FY2011/2012	FY2010/2011	FY2009/2010
No. of ITAP trainees served in the year	69	70	54
No. of ITAP graduates	30	9	27



SHELTERED WORKSHOP

Shaping Personal Capabilities



PROVIDING A SUPPORTED ENVIRONMENT
FOR PEOPLE WITH DISABILITIES UNABLE
TO WORK IN OPEN EMPLOYMENT



Trainees at the Sheltered Workshop engage in simple sub-contract work, which also serves as training for open employment in the future. Some trainees have the opportunity to work on-site at the client's company in a real work environment which improves their employability.

CASE STUDY

Diagnosed with neurofibromatosis, Lim Kha Hua walks with a limp in his right leg. He enrolled with the Sheltered Workshop in April 2011 and received training on a range of packaging jobs. He was subsequently able to pack, heat-seal and shrink-wrap products using a blower.

Other than skills training, he also received training on work discipline including punctuality, team work, focusing and concentration on quality and quantity of work and communicating with supervisors, line leaders and co-workers.

Armed with these skills and knowledge, Kha Hwa was placed in open employment as a packer in a manufacturing firm in September 2011.



the Sheltered Workshop achieved a 51% increase in sales revenue and partnered 22 vendors in contract work. Throughout the year, trainees also got the chance to participate in various activities with different external parties.

In the coming year, we plan to develop capabilities to undertake projects of a digital nature. The services will include digital imaging and scanning, data-entry and more.



The Sheltered Workshop helps to integrate people with disabilities into the community by providing pre-employment preparation and training and thereby increasing their self-worth and self-esteem.

In the year, the programme served a total of 126 trainees. With the improved economy,

Description	FY2011/2012	FY2010/2011	FY2009/2010
No. of Sheltered Workshop trainees served in the year	126	93	96
Sales revenue at Sheltered Workshop	\$142,814	\$94,085	\$81,568



EMPLOYMENT SUPPORT PROGRAMME

Independence Through Employment



CASE STUDY

Eddie Neo survived a traumatic brain injury in 2003 when he was 19 years old. The injury affected his mobility and he has been a wheelchair-user ever since.

He enrolled for courses under the IAC in 2009 as he wanted to do more in life. He was eager to increase his chances of being employed. Eddie went on to join the ITAP in 2010 and subsequently enrolled in the Employment Support Programme in the hopes of finding a job.

When Eddie was matched with a data entry position with a local printing company, his main challenges included physical barriers in travelling from his home to his new workplace, and low self-confidence. SPD's job placement officer and occupational therapist conducted worksite accessibility assessments and helped him map out an accessible route. The job placement officer also guided him through the work procedures to help him gain confidence.

Eddie was confirmed as a permanent staff a month before the end of his probationary period and also received a \$100 salary increment.

PROVIDING JOB PLACEMENT AND JOB SUPPORT SERVICES FOR PEOPLE WITH DISABILITIES

The Employment Support Programme (ESP) matches job seekers with disabilities to suitable job vacancies, and provides job support to assist employers and employees in overcoming challenges that may arise in the course of employment. The support we offer includes contract negotiation, job coaching, workplace conflict resolution and counselling. After placing a candidate out on a posting, the job placement officer provides follow-up support for a period of six months, visiting the workplace and keeping in contact with the candidate.

In the year, the ESP served 123 people with disabilities, and successfully placed 32. With SNEF taking the lead in opening doors of potential employers, 65 job offers were received, many of which required job redesign as they needed a combination of physical, auditory, vision and speech abilities.

In the upcoming year, plans include extending our programme outreach to CDCs, tertiary institutions, self-help groups and hospitals as well as to employers via collaborative projects with SNEF and TAFEP.

We will also be training our job placement officers to further equip them with AT knowledge, and to enable them to conduct workplace accessibility assessments and job analysis.

Description	FY2011/2012	FY2010/2011	FY2009/2010
No. of *ESP clients served in the year	123	65	0
No. of successful job placements	32	26	9

*ESP was launched on 1 March 2010

**PUBLIC EDUCATION,
OUTREACH AND ADVOCACY**

PUBLIC EDUCATION, OUTREACH AND ADVOCACY

Improving the Lives of People with Disabilities

A part of all, not apart from all





Public education, outreach and advocacy remained a vital role for the divisions across SPD.

Enhancing Therapy Services in the Community

The implementation of Allied Health Professions Act may cause VWOs to have difficulty attracting and retaining therapists. Recognising this, we approached the MCYS and NCSS for additional resources and successfully secured funding to enable us to provide supervision for therapists on conditional registration and maintain the license of practicing therapists, thereby ensuring that VWOs and their clients would have access to therapy services under the SPD Therapy Hub.

Extending Early Intervention Services to Pre-Schoolers

In 2007, SPD piloted an onsite early intervention service to children with mild developmental disabilities in pre-schools. An evaluation study subsequently showed that the early intervention improved the school readiness of these children. Having continually advocated for early intervention to be extended to mainstream pre-schoolers, we were therefore heartened with MCYS' announcement that from FY2012/2013, funding for early intervention will be extended to children attending pre-schools.

Public Workshops and Talks

In the year, we collaborated with a number of corporate partners and volunteer groups to organise events for our young clients, including speech and drama courses, public speaking and personal grooming workshops and even a laser and paintball shooting event.

Therapists from SPD@Tampines also conducted workshops on early intervention at the NTUC First Campus Learning Carnival on 1 September 2011 for 150 staff of Republic Polytechnic.

Following a survey on managing children with special needs at child care centres in Singapore, the MCYS Child Care Division (CCD) appointed SPD in October 2011 to roll out workshops to all the child care centres in Singapore with the aim of training at least one teacher in every centre to help with early identification of children with developmental issues, and to co-ordinate resource support for children requiring assistance to ensure that children with special needs are integrated into the child care centre.

Between January and March 2012, the TOPPS team from SPD@Tampines conducted three rounds of the three-day training workshops for 94 pre-school teachers. The training focused on identification of special needs children and practical strategies to manage children with learning difficulties/special needs in the classroom.

In the year, SPD's social workers gave talks to undergraduates from the NUS Social Work course as well as at the CEL

LivEnabled Showcase 2011 held on 19 November. Talks to raise awareness of disabilities were also given to students at universities, polytechnics and primary schools to prepare the students for the integration of new students with disabilities into their institutions. A lunch-time talk was also arranged for the staff at HSBC to help them understand the needs of disabled people as well as the do's and don'ts when relating to wheelchair-users.

The social workers conducted the annual training workshop for allied educators on 6 September to share information on the community resources and support available for students with special needs in mainstream schools.

The IAC was commissioned by the National Library Board to evaluate their corporate website and conduct a series of training for their staff on web accessibility. The project concluded in August 2011 with positive reviews.

The IAC was also commissioned by IDA to provide a one-day course for webmasters and administrators in the civil service to help them understand web accessibility,

with the intention of making all '.gov.sg' Government websites compliant with IDA's Web Interface Standards 2.0 by June 2012 and all other Government websites and e-services by 2013.

Therapists from the Specialised ATC conducted lectures, presentations and public education talks throughout the year on the subjects of web accessibility and assistive technology (AT).

Visits

We played host to a number of visitors in the year to raise awareness of specific areas. Hosting 38 senior citizens on the Silver Infocomm Day on 19 September, the team from the IAC introduced built-in accessibility features in Windows to the visitors and organised a hands-on session with various AT devices like keyboards and alternative mouse. The programme concluded with a tour of the IAC training facility.

Such efforts extended to overseas audience as well, with the social workers hosting allied health practitioners from Hong Kong and Vietnam.

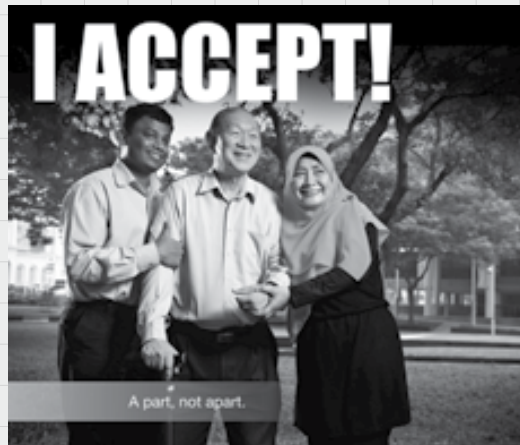
Participation in Events

The IAC was invited to participate in the inaugural Special Education (SPED) Conference held on 2 November 2011 at Resorts World Sentosa. A total of 1,200 SPED teachers, professionals, and leaders attended the one-day conference. The IAC and Specialised ATC put up a joint presentation demonstrating how AT and infocomm technology can be powerful enablers for disabled people.

We also participated in the Singapore National Stroke Association's second public forum on stroke organised in conjunction with the World Stroke Day on 29 October 2011. We set up a booth and distributed brochures on therapy-related topics.

Media

The media enabled us to convey advocacy messages in the areas of acceptance and employment of people with disabilities, transport accessibility and technology.



I Accept people with disabilities as a part of my community, my workplace and my everyday life.

Acceptance of people with disabilities can be demonstrated in many simple ways. Your support will give people with disabilities the opportunity to grow and excel and find greater acceptance in our community. Visit www.spd.org.sg to take part in our survey and stand a chance to win a Samsung GALAXY S II!



As one of our major thrusts, technology as a subject focus received more limelight than any other area, accounting for close to 25% of all media coverage received in the year.

A notable opportunity came about when a reporter from The Straits Times' Digital Life supplement approached SPD for assistance for a feature on AT. Our facilitation resulted in a four-paged spread on the subject published on 1 June 2011.

Advocacy articles alone accounted for over 40% of SPD's total media publicity received.

International Day of Persons with Disabilities 2011

With SMRT's support once again, we were able to mark the International Day of Persons with Disabilities on 3 December 2011 by installing over 30 posters at various SMRT stations from 1 to 28 December. Further to this, a street and online survey was conducted in the same period to establish public sentiments towards people with disabilities. From the 900 responses received in total, it was clear that Singaporeans had become more accepting of people with disabilities as part of the community, workplace and everyday life.

Key Findings from 'I Accept' Campaign 2011 Survey Results

No.	Statements	Year	Agree	Disagree
1	People with disabilities should be accompanied by a non-disabled person when going out to public places like the market, shopping centres, using ATM etc.	2011	53.1%	25%
		2009	66%	25%
2	It is harder to communicate and deal with people with disabilities than non-disabled people	2011	25.3%	46.6%
		2009	43%	45%
3	People with disabilities are able to perform as well as non-disabled people at work	2011	68.1%	8.8%
		2009	66%	23%
4	People with disabilities are dependent and need other people to help them all the time, which can be troublesome	2011	13.4%	61.7%
		2009	47%	39%
5	More can be done to help people with disabilities on public transportation in Singapore	2011	93.1%	1.5%
6	Members of the public should give way to people with disabilities who are getting into lifts and boarding trains	2011	96.1%	0.8%
7	Children with disabilities should be studying in mainstream schools alongside non-disabled children	2011	60.8%	10.1%
8	I have helped someone with disabilities in the last 12 months such as given way to them on public transport, helped someone with visual impairment to cross the road, or helped to push a wheelchair-user up a slope	2011	67.6%	14.3%
9	I will not hesitate to help people with disabilities whom I see might need help	2011	90.2%	1.4%
10	I am willing to hire someone with physical disabilities	2011	80.3%	1.6%

The effort generated media coverage in The Straits Times, The Business Times, TODAY, Lianhe Zaobao, Channel NewsAsia, 938Live, @lib Magazine Singapore, AsiaOne.com, xin.msn, Campaign Singapore, sgLinks, JakartaGlobe and on the blog Labelosophy. A member of the public was subsequently prompted to write to TODAY calling for VVOs to put in more efforts to change public perception of people with disabilities and to get people with disabilities to challenge their limits and gain greater independence. The letter was published on 26 January 2012.

**COMMUNITY
PARTNERSHIPS**

FUNDRAISING

Effective and Efficient Fundraising



The Fundraising Department exceeded the fundraising target of \$3.2 million in the year, largely because of more new partners supporting SPD.

SPD Events

Through the balloting exercises conducted by NCSS, two of SPD's flag days incidentally fell within the financial year under review. With the help of volunteers

comprising students, individuals, and SPD's own staff and beneficiaries, our sixth flag day held on 16 July 2011 raised \$75,000 while the seventh flag day on 31 March 2012 garnered the highest number of volunteers and raised more than \$151,000, the highest collected from our flag days so far.

112 schools made up of 27 primary and secondary schools and junior colleges, and 85 child care centres and kindergartens, participated in SPD's Charity Hongbao raising \$146,000 for SPD.

Corporate Partnerships and Third Party Events

The SPD Transport Subsidy Fund, Specialised ATC and Continuing Therapy Programme drew support from some corporate partners including StarHub which donated \$300,000 to the three programmes. The amount was presented on 9 December 2011 at an event which saw 50 StarHub staff and 16 SPD clients spending half a day cleaning Changi Beach Park.



SPD was a beneficiary of the Singapore Turf Club's Gold Cup Race 2011, receiving \$150,000 for the Specialised ATC and Transport Subsidy Fund, while CapitalLand Hope Foundation donated \$50,000 towards the Continuing Therapy Programme.

As part of its commitment to raise \$1 million for SPD in four years beginning from 2011, Microsoft organised Sandcastles for Hope 2011 held on 11 November at Sentosa. The event under the President's Challenge raised \$273,000 for the IAC.

Singapore Pools donated \$110,000 from funds raised through Golf with a Heart as well as their Fashion with a Heart event while the Kwan Im Thong Hood Cho Temple donated \$100,000 through the NSRCC Charity Golf 2011.

Valued partners FMC Technologies Singapore Pte Ltd, M+W Singapore Pte Ltd, Singapore Island Country Club, 'Passion for Life', Maxi-Cash and McConnell Dowell SEA Pte Ltd extended their support with donations ranging from \$20,000 to \$40,000.

New Partners

The year saw a significant number of new corporate partners. This included the National Service Resort and Country Club (NSRCC) which raised \$150,000 for SPD through a charity golf event, Deutsche Bank AG (Singapore) which organised the 'Donate A Day' charity drive and raised \$52,600 for SPD, and the Warren Golf and Country Club which raised about \$44,000 through the Captain's Day 2011 charity golf event. ExxonMobil employees donated \$36,500 raised from a running carnival, and the Korean community donated \$20,000 raised from a charity golf and dinner organised by the Korean Chamber of Commerce.





Others

Two direct mail appeals to individual past donors raised close to \$600,000. A donation appeal through the Singapore Power mail insert reached out to more than 1 million households and raised about \$260,000.

The STAR Programme, SPD's monthly contribution programme, and donation box collection at various outlets remained a stable source of income.

In the coming year, the department will continue to build donor relations through regular updates of SPD's programmes and services and the progress of SPD's clients.

Description	FY2011/2012	FY2010/2011	FY2009/2010
Donations from individual donors	\$2,458,847	\$3,476,680	\$3,380,551
Donations from corporate donors	\$1,852,045	\$2,580,173	\$1,291,299
Total amount raised	\$4,310,892	\$6,056,853	\$4,671,850

COMMUNICATIONS

Raising Awareness



Media

The media was an avenue that helped increase public awareness for SPD and people with disabilities. The Communications Department worked to maximise the opportunities that came along.

Opportunities for media mention arose throughout the year, garnering mention of SPD in 69 print, 51 broadcast and 58 online articles, with a further 208 ads broadcast over cable and satellite Pay TV broadcaster Xinya.

Summary Coverage of SPD in Media

Out of the 253 occasions SPD was mentioned in the various forms of the media, the following areas were covered:

Areas Covered	No. of Articles/Broadcast Opportunities
*Technology	43
*Employment of people with disabilities	8
*Transport accessibility	5
*Integration/Acceptance of people with disabilities	20
Early intervention	1
Education	8
Public education on people with disabilities	13
Corporate	245**
Fundraising	25
Rehabilitation	13
Social service	5
Total	386**

* Denotes advocacy topics

** Includes TV ads screened 208 times over Xinya



Publication

ExtraPage remained a vital tool used to update our stakeholders and partners of SPD's events and other happenings. The quarterly newsletter had a circulation of over 2,000, with an almost equal number being sent out online with every issue. A bi-annual update was distributed to 10,000 donors keeping them abreast of how their donations had been utilised.

Visits

In the year, more than 700 local and overseas visitors passed through the doors of the SPD Ability Centre and close to 100 at SPD@Tampines. These comprised

government representatives, students, lecturers, and healthcare and social workers.

Among the visitors was HE Oh Joon, Korean Ambassador to Singapore, Chairman of the Korean Chamber of Commerce Mr Jung Young Soo, Acting Minister for Community Development, Youth and Sports Mr Chan Chun Sing, MP for Tanjong Pagar GRC Ms Indranee Rajah, as well as officials from Mongolia and healthcare professionals from the Yan Chai Hospital in Hong Kong.

Online Presence

SPD was one of about 10 charities with information put up in the Independent Charity Analysis page in NVPC's website at http://www.nvpc.org.sg/Pgm/Charity/NVPC_F_Charity_Default.aspx from end January 2012. The website provides donors with independent analyst reports on charities and their work.

Our corporate website garnered 168,779 hits. Ninety-nine postings were put up on SPD's Facebook wall and the account had close to 900 likes by the close of the financial year.

Corporate Collaterals

Corporate collaterals produced in the year include corporate standing posters, brochures and a minute-long video of SPD. The year closed with the Communications Department working on producing a new corporate video and looking into revamping selected collaterals.

In the new year, we will work towards leveraging on social media in order to garner greater public awareness and support for SPD.

VOLUNTEER MANAGEMENT

Building a Capable and Efficient Resource



In the year, 8,452 volunteers comprising students, individuals and employees of corporate partners helped in administrative work, fundraising, befriending, social and recreational activities, modification of devices, providing IT training and hair-cutting services, groceries delivery and more. Their consolidated efforts

came up to 10,054 volunteer sessions with each averaging three hours, translating to more than 30,162 hours given in service to SPD.

Regular Programmes

The DAC enjoyed regular visits from some volunteer groups. VocalHeart, led by Ms Frances

Chua, had been conducting music therapy sessions fortnightly at the DAC since 2007. This year, the group began training a core singing group at the DAC to perform at special events.

Clients also looked forward to the fortnightly singing sessions led by volunteers from Singapore Soka

Association for the past seven years. The 16-member Freedom Adventure Club (FAC) regularly organised activities and outings for SPD's younger clients, one of which was a laser shooting event. Staff volunteers from Holiday Inn Atrium Singapore provided care-giving services every quarter at the DAC, organising activities and even hosting the clients at the hotel on several occasions. Staff from the Land Transport Authority also visited the DAC monthly to volunteer as befrienders to the clients. Rieme Hair & Beauty Training Centre Pte Ltd and Hair Fitness faithfully provided hair cutting services to help keep the expenses of SPD's clients down.

DAC's swimming programme at the nearby swimming pool remained a weekly affair supported by volunteers.

Ad-hoc Activities

Volunteers from corporate partners Microsoft Singapore, NatSteel Holdings Pte Ltd, Credit Suisse, Ministry of Trade and Industry, FMC Technologies Pte Ltd, The Timberland Company Asia Pacific Limited and Johnson Controls (Singapore) Pte Ltd, provided help in areas such as care-giving, fundraising and organising outings.



Student volunteers helped out at the Sheltered Workshop and provided care-giving services and befriended the clients at DAC. They included St Nicholas Girls' School, Crescent Girls' School, Dunman High School, Fairfield Methodist School (Secondary), Temasek Secondary School and Springfield Secondary School.

New Programmes and Volunteer Groups

The past year saw new programmes conducted by volunteers. Ms Goh Yue Yun came in fortnightly to hold origami classes for the DAC clients, and Ms Elsie Chia and friends sponsored and helped in DAC's Singing Competition. Volunteers from animal shelter

Mutts & Mittens Foundation brought their pets to the DAC to provide monthly pet therapy to the clients. The Rotary Club of Suntec City organised a personal grooming workshop conducted by Jill Lowe International Pte Ltd as well as a public speaking workshop and karaoke session for clients under the SPD Education Programme.

Students from Hwa Chong Institution committed themselves to visiting the DAC weekly to interact with the clients and to help the training officers in their daily tasks while students from the NUS Students' Community Service Club helped to raise funds and provided care-giving services to DAC clients.

Volunteers from RS Components Pte Ltd also organised a Christmas celebration lunch for trainees at the Sheltered Workshop.

Flag Day

SPD's seventh Flag Day held on 31 March 2012 garnered the highest number of volunteers, with 5,000 volunteers helping in the street collection.

Activities for Volunteers

Activities were organised to provide teambuilding platforms for the volunteers. They included a barbeque and movie night, a workshop on how to enhance the befriending experience conducted by one of SPD's senior social workers, and a cycling event at Pulau Ubin for the FAC volunteers.



As part of Volunteer Appreciation Day 2011, close to 40 volunteers spent the morning of 3 December 2011 at a prawning farm at the Pasir Ris Town Park, and were thereafter treated to lunch.

Description	FY2011/2012	FY2010/2011	FY2009/2010
No. of volunteers	8,452*	4,292**	1,880
No. of volunteer sessions	10,054	6,688	4,780
No. of service hours	30,162	20,000	14,000

*Two flag days were held in the year requiring help from more volunteers

**A flag day was held in the year requiring help from more volunteers

**CORPORATE
SERVICES**

GOVERNANCE

Improving Transparency and Accountability

SPD adheres to the guidelines set out by the NCSS for its charities. We report regularly to the NCSS as well as the MCYS, Agency for Integrated Care and MOH and work with them, ensuring that we are accountable to all whom we serve.

Our Board of Management is made up of volunteers who give of their time and expertise for the benefit of people with disabilities. They are elected to the Board and serve for a period of two years before a new Board is elected. All Board members are not paid any remuneration or director's fees. We follow closely the Code of Governance for Charities and IPCs and the Charities Act.

SPD falls within the category of a large IPC based on the Code of Governance classification of turnover/expenditure.

Salary Bands of Top Executives

Our senior management salary scale is pegged at "up to and not exceeding" the NCSS' second tier top management salary banding.

The following table shows the annual remuneration* banding of our top three key executives for the year:

Annual Remuneration*	No. of Executives
\$100,000 - \$150,000	2
\$150,000 - \$200,000	1

*Annual remuneration includes salary, bonus and employers' CPF

Reserves Policy

In the year, we kept to our pragmatic approach of keeping reserves with a view to balancing the immediate needs of our clients and our sustainability.

Our reserve level was maintained at no more than three years, in order to help ensure financial stability and sustainability to promote, develop and provide welfare programmes and services to people with physical disabilities.

As at 31 March 2012, SPD's reserves stood at about seven months.

Our Board continued to regularly review our financial results and position via quarterly financial performance updates, forecasts, budgetary exercise and annual financial statements approval to ensure that we had adequate reserves to fulfill our continuing obligations.

Conflict of Interest Policy

All Board members and employees are to understand and comply with SPD's conflict of interest policy which requires each, when dealing in matters concerning SPD, to exercise his/her best care, skill and judgement for the sole benefit of SPD, and to make full disclosure of interests, relationships and holdings that could potentially result in a conflict of interest. Staff and Board members are to be excluded from discussions and approvals of transactions to which they have a conflict of interest.

The Board of Management continued into the second year of the Board term from 2010 to 2012.

Table 1: Board of Management Attendance at Board Meetings

Board Member	Designation for Term 2010-2012	Attendance at Board Meetings
Ms Chia Yong Yong	President	5 out of 7
Mr See Cher	Vice-President	6 out of 7
Mr Soh Chee Keong, BBM	Honorary Treasurer	6 out of 7
Mr Ngan Wan Sing, Winston	Honorary Assistant Treasurer	7 out of 7
Ms Suman K Balani	Member	6 out of 7
Mr Kamalarajan Malaiyandi Chettiar	Member	5 out of 7
Mr Lee Han Yang, BBM	Member	6 out of 7
Mr Low Wong Fook	Member	4 out of 7
Ms Poh Hwee Hian	Member	5 out of 7
Ms Soong Foong Yeng Lynda	Member	3 out of 7
Mr Yeo Jeu Nam	Member	5 out of 7

Code of Governance Evaluation Checklist for the Year Ended 31 March 2012

S/No.	Code Description	Code ID	Compliance	Explanation (if the compliance in progress, not complied or not applicable)
BOARD GOVERNANCE				
A	Are there Board members holding staff appointments? (Skip items 1 and 2 if "No")	1.1.2		No
1	If the governing instrument permits staff to become Board members, they should comprise not more than one-third of the Board.	1.1.2	Not Applicable	Not applicable as no staff serves as Board member
2	Staff does not chair the Board.	1.1.2	Not Applicable	
3	There is a maximum limit of four consecutive years for the Treasurer position (or equivalent, eg. Finance Committee Chairman).	1.1.6	Complied	
4	The Board conducts regular self-evaluation to assess its performance and effectiveness.	1.1.10	Complied	
5	The Board has an audit committee (or designated Board members) with documented terms of reference.	1.2.1	Complied	
6	The Board meets regularly with a quorum of at least one-third or at least three members, whichever is greater (or as required by the governing instrument).	1.3.1	Complied	
CONFLICT OF INTEREST				
7	There are documented procedures for Board members and staff to declare actual or potential conflicts of interest to the Board.	2.1	Complied	
8	Board members do not vote or participate in decision-making on matters where they have a conflict of interest.	2.4	Complied	

S/No.	Code Description	Code ID	Compliance	Explanation (if the compliance in progress, not complied or not applicable)
STRATEGIC PLANNING				
9	The Board reviews and approves the vision and mission of the charity. They are documented and communicated to its members and the public.	3.1.1	Complied	
10	The Board approves and reviews a strategic plan for the charity to ensure that the activities are in line with its objectives.	3.2.2	Complied	
HUMAN RESOURCE MANAGEMENT				
11	The Board approves documented human resource policies for staff.	5.1	Complied	
12	There are systems for regular supervision, appraisal and professional development of staff.	5.6	Complied	
13	There is a system to address grievances and resolve conflicts.	5.11	Complied	
FINANCIAL MANAGEMENT AND CONTROLS				
14	The Board ensures internal control systems for financial matters are in place with documented procedures.	6.1.2	Complied	
15	The Board ensures reviews on the charity's controls, processes, key programmes and events.	6.1.3	Complied	
16	The Board approves an annual budget for the charity's plans and regularly monitors its expenditure.	6.2.1	Complied	
17	The charity discloses its reserves policy in the annual report.	6.4.1	Complied	

Code of Governance Evaluation Checklist for the Year Ended 31 March 2012

S/No.	Code Description	Code ID	Compliance	Explanation (if the compliance in progress, not complied or not applicable)
B	Does the charity invest its reserves? (Skip item 18 if "No")			No
18	The charity invests its reserves in accordance with an investment policy approved by the Board. It obtains advice from qualified professional advisors, if deemed necessary by the Board.	6.4.3	Not Applicable	Not applicable as SPD does not invest its reserves
FUNDRAISING PRACTICES				
19	Donations collected are properly recorded and promptly deposited by the charity.	7.2.2	Complied	
DISCLOSURE AND TRANSPARENCY				
20	The charity makes available to its stakeholders an annual report that includes information on its programmes, activities, audited financial statements, Board members and executive management.	8.1	Complied	
C	Are Board members remunerated for their Board services? (Skip items 21 and 22 if "No")			No
21	No Board member is involved in setting his or her own remuneration.	2.2	Not Applicable	Not applicable as SPD does not remunerate Board members for their Board services
22	The charity discloses the exact remuneration and benefits received by each Board member in the annual report.	8.2	Not Applicable	Not applicable as SPD does not provide any remuneration/benefits to its Board members

S/No.	Code Description	Code ID	Compliance	Explanation (if the compliance in progress, not complied or not applicable)
D	Does the charity employ paid staff? (Skip items 23 and 24 if "No")			Yes
23	No staff is involved in setting his or her own remuneration.	2.2	Complied	
24	The charity discloses in its annual report the annual remuneration of its three highest paid staff who each receives remuneration exceeding \$100,000, in bands of \$100,000. If none of its top three highest paid staff receives more than \$100,000 in annual remuneration each, the charity discloses this fact.	8.3	Complied	
PUBLIC IMAGE				
25	The charity accurately portrays its image to its members, donors and the public.	9.1	Complied	

CARE INSTRUCTIONS:



accommodate



empower

**maximise
abilities**

**breaking
barriers,
unlocking
potentials**





MARKING : TOYO
CTN NO :
ART NO :
QTY/CTN : 633
QTY/INB : 432
G. WEIGHT : 24
N. WEIGHT : 11.4 KGS
MEAS : 38 X 38 X 24 CM

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MEAS : 38 X 38 X 24 CM

HUMAN RESOURCE AND ADMINISTRATION

A Dynamic Force, an Effective Organisation



Human Resource

As of 31 March 2012, 148 staff were employed in SPD, including 12 craftsmen at the Production Workshop and three designers at the Multimedia Centre.

To optimise the use of the staff's learning and development budget, SPD tapped on training funds provided by the Government such as the NCSS

VWOs – Charities Capability Fund and AIC's Healthcare Manpower Development Programme. This facilitated the personal and professional development of staff through training courses, overseas conferences and post-graduate courses.

Overall, SPD invested close to \$139,000 on training, representing about 2.6% of payroll.

Recreation and Welfare

Social and recreational activities were organised throughout the year by different departments to foster teamwork and promote interaction. They included a National Day celebration, a Christmas party, Lunar New Year celebrations, Annual Staff Dinner and Staff Day.

Facility and Estate Management

The department continued to work with a private integrated facility management vendor for building maintenance and security. The department also provided critical administrative and project management support for renovation and construction projects to house the new EIPIC centres at SPD Ability Centre and Jurong East Avenue 1, as well as renovation to house the new shared service office.

Transport

We continued to engage private transport providers to meet the transport needs of the clients. In the year, an average of 86 trips were made each day, benefitting more than 270 clients.

IT Department

The IT Department performed regular checks and an audit on the IT infrastructure, security and network at the SPD Ability Centre and SPD@Tampines. Computers at the headquarters were upgraded to a faster operating system, Microsoft Windows 7, and the latest Microsoft Office Suite was also installed.

The department was also involved in the implementation of the Enterprise Resource Planning system which improves finance processes and corporate governance.

In the coming year, we look forward to the setting up of the IT infrastructure at the Building Bridges EIPIC Centre (Jurong).



BUKIT MANGROVE
ROOF TERRACE



Society of
Physically Fit

FINANCIAL STATEMENTS

for the Year Ended 31 March 2012

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- 111 /** notes to the financial statements

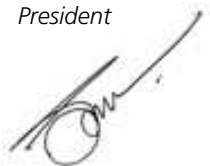
STATEMENT BY THE BOARD OF MANAGEMENT

In the opinion of the Board of Management, the accompanying statement of financial position, statement of comprehensive income, statement of changes in funds and statement of cash flows together with the notes thereto are drawn up so as to give a true and fair view of the state of affairs of the Society as at 31 March 2012, and of the results of the activities, changes in funds and the cash flows of the Society for the year then ended.

On behalf of the Board of Management,



Chia Yong Yong
President



Soh Chee Keong
Honorary Treasurer

Singapore
25 June 2012

REPORT OF THE AUDITORS TO THE MEMBERS OF THE SOCIETY FOR THE PHYSICALLY DISABLED

(Registered in Singapore)

Report on the Financial Statements

We have audited the accompanying financial statements of The Society for the Physically Disabled ('the Society'), which comprise the statement of financial position as at 31 March 2012, and the statement of comprehensive income, statement of changes in funds and statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation of financial statements that give a true and fair view in accordance with the provisions of the Societies Act, Chapter 311 ('the Act') and Singapore Financial Reporting Standards, and for devising and maintaining a system of internal accounting controls sufficient to provide a reasonable assurance that assets are safeguarded against loss from unauthorised use or disposition; and transactions are properly authorised and that they are recorded as necessary to permit the preparation of true and fair profit and loss accounts and balance sheets and to maintain accountability of assets.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Singapore Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation of financial statements that give a true and fair view in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

REPORT OF THE AUDITORS TO THE MEMBERS OF THE SOCIETY FOR THE PHYSICALLY DISABLED

(Registered in Singapore)

Opinion

In our opinion, the financial statements are properly drawn up in accordance with the provisions of the Act and Singapore Financial Reporting Standards so as to give a true and fair view of the state of affairs of the Society as at 31 March 2012 and of the results, changes in funds and cash flows of the Society for the year ended on that date.

Report On Other Legal and Regulatory Requirements

In our opinion,

- (a) the accounting and other records required by the Act to be kept by the Society have been properly kept in accordance with the provisions of the Act; and
- (b) the fund raising appeals held for the year ended 31 March 2012 have been carried out in accordance with Regulation 6 of the Societies Regulations issued under the Act and proper accounts and other records have been kept of the fund raising appeals.

During the course of our audit, nothing has come to our attention that caused us to believe that during the year:

- (a) the donation and other receipts of the Society were not used for approved projects and the purposes intended; and
- (b) the 30% cap mentioned under Regulation 15 of the Charities Act, Chapter 37 (Institutions Of A Public Character) Regulations 2007 has been exceeded.



SUHAIMI SALLEH & ASSOCIATES

Public Accountants &

Certified Public Accountants

Singapore

25 June 2012

STATEMENT OF FINANCIAL POSITION

as at 31 March 2012

	Notes	2012 S\$	2011 S\$
ASSETS			
CURRENT ASSETS			
Cash and cash equivalents	3	2,108,284	5,577,877
Trade and other receivables	4	1,289,633	2,707,196
Prepayments		12,725	14,029
Fixed deposits	5	9,968,885	4,228,553
Inventories	7	107,947	169,697
		13,487,474	12,697,352
NON-CURRENT ASSET			
Property, plant and equipment	6	6,209,603	6,746,740
TOTAL ASSETS		19,697,077	19,444,092
FUNDS AND LIABILITIES			
CURRENT LIABILITY			
Trade and other payables	8	2,357,156	2,252,312
NON-CURRENT LIABILITY			
Deferred capital donations and grants	9	5,391,981	6,212,926
TOTAL LIABILITIES		7,749,137	8,465,238
FUNDS			
Accumulated general fund	10a	10,914,377	9,945,291
Lee Boon Huat education fund	10b	132,226	132,226
Sinking fund	10c	901,337	901,337
		11,947,940	10,978,854
TOTAL FUNDS AND LIABILITIES		19,697,077	19,444,092

The accompanying notes form an integral part of these financial statements

STATEMENT OF COMPREHENSIVE INCOME

for the year ended 31 March 2012

	Notes	2012 S\$	2011 S\$
INCOME			
Donations		4,310,892	6,056,853
Grants and funding		3,766,068	3,612,680
Programme and transport fees		1,487,296	1,402,291
Amortisation of deferred capital donations and grants	9	824,248	1,137,584
Sales of work		529,891	506,688
Bank interest		52,636	32,778
Miscellaneous income		8,063	23,129
Gain on disposal of property, plant and equipment		4,233	1,065
Membership fees		200	490
		10,983,527	12,773,558
EXPENDITURES			
Staff cost		5,992,273	5,420,231
Depreciation of property, plant and equipment	6	1,060,766	1,400,328
Transport assistance to clients		638,952	625,594
Expenses relating to sales of work	11	524,674	544,951
Repairs and maintenance: land and building		270,395	254,565
Utilities		209,846	184,896
Fund raising costs		174,016	875,077
Public education expenses		163,527	491,006
Professional fees		148,949	87,041
Specific assistance to clients		141,168	97,731
Education grant		128,093	128,592
Staff training		118,835	81,680
Supplies and materials		105,362	106,538
Staff benefits		95,571	95,050
Staff transport claim		38,390	30,602
Insurance		37,982	41,811
Communications		36,292	39,942
Repairs and maintenance: vehicles		33,753	32,347
Rental of premises		23,458	19,804
Repairs and maintenance: equipment		18,313	21,066
Rental of office equipment		16,346	16,287
Recruitment expenses		14,889	11,171
Property, plant and equipment expensed off		13,124	19,242
Volunteer development and recognition		3,920	7,826
Subscription		3,478	4,896
Bank charges		993	1,176
Miscellaneous expenses		919	11,269
Property, plant and equipment written-off		157	39
		10,014,441	10,650,758

The accompanying notes form an integral part of these financial statements

STATEMENT OF COMPREHENSIVE INCOME

for the year ended 31 March 2012

	Notes	2012 S\$	2011 S\$
SURPLUS FOR THE YEAR		969,086	2,122,800
Surplus allocated to:			
Accumulated general fund	10a	969,086	2,119,056
Lee Boon Huat education fund	10b	–	55
Sinking fund	10c	–	3,689
		969,086	2,122,800

The accompanying notes form an integral part of these financial statements

STATEMENT OF CHANGES IN FUNDS

for the year ended 31 March 2012

	Accumulated General Fund S\$	Lee Boon Huat Education Fund S\$	Sinking Fund S\$	Total S\$
Balance at 1 April 2010	7,826,235	132,171	897,648	8,856,054
Surplus for the year	2,119,056	55	3,689	2,122,800
Balance at 31 March 2011 and 1 April 2011	9,945,291	132,226	901,337	10,978,854
Surplus for the year	969,086	–	–	969,086
Balance at 31 March 2012	10,914,377	132,226	901,337	11,947,940

The accompanying notes form an integral part of these financial statements

STATEMENT OF CASH FLOWS

for the year ended 31 March 2012

	Notes	2012 S\$	2011 S\$
CASH FLOWS FROM OPERATING ACTIVITIES			
Operating surplus for the year		969,086	2,122,800
Adjustments for:			
Depreciation of property, plant and equipment	6	1,060,766	1,400,328
Loss on disposal of property, plant and equipment		157	39
Gain on disposal of property, plant and equipment		(4,233)	(1,065)
Donations-in-kind		–	(29,450)
Amortisation of deferred capital donations and grants	9	(824,248)	(1,137,584)
Write-off of deferred capital grant		(157)	–
Interest income earned		(52,636)	(32,778)
Reversal of allowance for debt impairment		–	(290)
Operating surplus before working capital changes		1,148,735	2,322,000
Decrease/(increase) in inventories		19,750	(103,375)
Decrease/(increase) in trade and other receivables		1,437,692	(573,644)
Decrease in prepayments		1,304	2,224
Increase in trade and other payables		146,844	991,671
Net cash flows generated from operating activities		2,754,325	2,638,876
CASH FLOWS FROM INVESTING ACTIVITIES			
Investment in fixed deposits		(5,740,332)	(2,146,300)
Interest income received		32,507	26,657
Proceeds from disposal of property, plant and equipment		4,233	1,065
Purchase of property, plant and equipment	6	(523,786)	(218,989)
Net cash flows used in investing activities		(6,227,378)	(2,337,567)
CASH FLOWS FROM FINANCING ACTIVITIES			
Deferred capital donations received	9	3,460	40,892
Net cash flows generated from financing activities		3,460	40,892
Net Increase/(decrease) in cash and cash equivalents		(3,469,593)	342,201
Cash and cash equivalents brought forward		5,577,877	5,235,676
Cash and cash equivalents carried forward	3	2,108,284	5,577,877

The accompanying notes form an integral part of these financial statements

STATEMENT OF CASH FLOWS

for the year ended 31 March 2012

	Notes	2012 S\$	2011 S\$
Cash and cash equivalents carried forward comprise:			
Cash in hand		167,623	7,670
Cash at bank		1,440,661	2,337,141
Short-term bank deposits		500,000	3,233,066
Cash and cash equivalents	3	2,108,284	5,577,877

The accompanying notes form an integral part of these financial statements

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2012

1. Corporate Information

The Society is registered under the Societies Act, Chapter 311 and is domiciled in the Republic of Singapore. Its Unique Entity Number (UEN) is S64SS0052D.

The registered address of the Society is 2 Peng Nguan Street, SPD Ability Centre, Singapore 168955.

The principal activities of the Society are the promotion, development and provision of welfare programmes and services to people with disabilities, so as to develop their potential to the fullest.

2. Summary of Significant Accounting Policies and Estimates

(a) Statement of compliance

The financial statements have been prepared in accordance with Singapore Financial Reporting Standards (FRS).

(b) Basis of preparation

(i) Functional and presentation currency

The financial statements are expressed in Singapore dollars which is the Society's functional and presentation currency.

(ii) Basis of measurement

The financial statements have been prepared under the historical cost convention except as described in the accounting policies below.

(c) Interpretations and amendments to FRS

In the current financial year, the Society has adopted all the new and revised FRS and interpretations of FRS ("INT FRS") that are relevant to its operations and effective in the current financial year. The adoption of the standard did not have any material effect on the financial statements.

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2012

2. Summary of Significant Accounting Policies and Estimates (Continued)

(c) Interpretations and amendments to FRS (continued)

(i) Standards issued but not yet effective

The Society has not adopted the following relevant new/revised FRS, INT FRS and amendments to FRSs that have been issued at the date of authorisation of these financial statements but not yet effective until future periods.

Description	Effective for annual periods beginning on or after
Amendments to FRS 1 – Presentation of Items of Other Comprehensive Income	1 July 2012
Amendments to FRS 19 – Employee Benefits	1 January 2013
FRS 113 – Fair Value Measurements	1 January 2013
FRS 32 – Financial Instruments: Disclosure and Presentation – Offsetting of Financial Assets and Financial Liabilities	1 January 2014
FRS 107 – Financial Instruments: Disclosures - Offsetting of Financial Assets and Financial Liabilities	1 January 2013
FRS 112 – Disclosure of Interests in Other Entities	1 January 2013

Management believes that the adoption of the revised standards and interpretations will have no material impact on the financial statements in the period of initial application.

(d) Property, plant and equipment

Property, plant and equipment are stated at cost less accumulated depreciation and accumulated impairment losses, if any. All items of property, plant and equipment are initially recorded at cost.

The initial cost of property, plant and equipment comprises its purchase price, including import duties and non-refundable purchase taxes and any directly attributable costs of bringing the asset to its working condition and location for its intended use. Any trade discounts and rebates are deducted in arriving at purchase price. Expenditure incurred after the property, plant and equipment have been put into operation, such as repairs and maintenance and overhaul costs, is normally charged to the statement of comprehensive income in the period in which the costs are incurred. In situations where it can be clearly demonstrated that the expenditure has resulted in an increase in the future economic benefits expected to be obtained from the use of an item of property, plant and equipment beyond its originally assessed standard of performance, the expenditure is capitalised as an additional cost of property, plant and equipment.

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2012

2. Summary of Significant Accounting Policies and Estimates (Continued)

(d) Property, plant and equipment (continued)

Individual asset items in excess of S\$500 are capitalised when acquired.

Depreciation is computed on a straight-line basis over the estimated useful life of the assets as follows:

Leasehold building	5 – 25 years
Assistive devices and technical aids	3 – 5 years
Computer equipment	3 years
Office equipment, furniture and fittings	5 – 10 years
Motor vehicles	5 years
Satellite centre	5 years
Electrical equipment	5 years
Machinery	10 years

Renovation in-progress included in property, plant and equipment are not depreciated as this asset is not yet available for use.

Assets held under finance leases are depreciated over their expected useful lives on the same basis as owned assets or, where shorter, the term of the relevant lease.

The carrying value of property, plant and equipment are reviewed for impairment when events or changes in circumstances indicate that the carrying value may not be recoverable.

The residual value, useful life and depreciation method are reviewed at each financial year-end, and adjusted prospectively, if appropriate.

An item of property, plant and equipment is derecognised upon disposal or when no future economic benefits are expected from its use or disposal. Any gain or loss on derecognition of the asset is included in the statement of comprehensive income in the year the asset is derecognised.

Fully depreciated assets still in use are retained in the financial statements.

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2012

2. Summary of Significant Accounting Policies and Estimates (Continued)

(e) Impairment of non-financial assets

Non-financial assets are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount of an asset may not be recoverable. Whenever, the carrying amount of an asset exceeds its recoverable amount, an impairment loss is recognised in the statement of comprehensive income.

Reversal of impairment losses recognised in prior years is recorded when there is an indication that the impairment losses recognised for the asset no longer exist or have decreased. The reversal is recorded in income.

However, the increased carrying amount of an asset due to a reversal of an impairment loss is recognised to the extent it does not exceed the carrying amount that would have been determined (net of amortisation or depreciation) had no impairment loss been recognised for that asset in prior years.

(f) Inventories

Inventories comprising mainly raw materials for bookbinding and photo albums and finished goods such as photo albums and hand-made notebooks are valued at the lower of cost and net realisable value. Cost is determined on an annual weighted average basis and includes freight and handling charges. Allowance is made where necessary for obsolete, slow-moving and defective inventory in arriving at the net realisable value. Net realisable value is the estimated selling price in the ordinary course of business less the estimated costs of completion and the estimated costs necessary to make the sale.

Donated stocks for resale are valued at net realisable value. Donated stock of gift vouchers and petrol cash cards are valued based on their face value.

(g) Financial assets

Financial assets are recognised on the statement of financial position when, and only when, the Society becomes a party to the contractual provisions of the financial instrument.

(i) Classification

Loans and receivable

Non-derivative financial assets with fixed or determinable payments that are not quoted in an active market are classified as loans and receivables. Such assets are initially recorded at fair value plus directly attributable transaction costs. Subsequent to initial recognition, such assets are carried at amortised cost using the effective interest method. Gains and losses are recognised in the statement of comprehensive income when the loans and receivables are derecognised or impaired, as well as through the amortisation process.

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2012

2. Summary of Significant Accounting Policies and Estimates (Continued)

(g) Financial assets (continued)

(i) Classification (continued)

The Society's financial assets under loans and receivables are cash and cash equivalents, trade and other receivables and fixed deposits.

The Society does not have any other category of financial assets other than loans and receivables.

(ii) Impairment

The Society assesses at each reporting date whether there is any objective evidence that a financial asset or group of financial assets is impaired.

If there is objective evidence that an impairment loss on loans and receivables carried at amortised costs has been incurred, the amount of the loss is measured as the difference between the asset's carrying amount and the present value of estimated future cash flows discounted at the financial asset's original effective interest rate. The carrying amount of the assets is reduced through the use of an allowance account. The amount of the loss is recognised in the statement of comprehensive income.

If, in a subsequent period, the amount of the impairment loss decreases and the decrease can be related objectively to an event occurring after the impairment was recognised, the previously recognised impairment loss is reversed. Any subsequent reversal of an impairment loss is recognised in the statement of comprehensive income, to the extent that the carrying value of the assets does not exceed its amortised cost at the reversal date.

(h) Financial liabilities

Financial liabilities include trade payables and other payables. Financial liabilities are recognised in the statement of financial position when, and only when, the Society becomes a party to the contractual provisions of the financial instrument. Financial liabilities are initially recognised at fair value of consideration received less directly attributable transaction costs and subsequently measured at amortised cost using the effective interest method.

Gains and losses are recognised in the statement of comprehensive income when the liabilities are derecognised as well as through the amortisation process.

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2012

2. Summary of Significant Accounting Policies and Estimates (Continued)

(i) Derecognition of financial assets and financial liabilities

A financial asset is derecognised where the contractual rights to receive cash flows from the asset have expired. On derecognition of a financial asset, the difference between the carrying amount and the sum of the consideration received is recognised in the statement of comprehensive income.

A financial liability is derecognised when the obligation under the liability is discharged or cancelled or has expired. Where an existing financial liability is replaced by another from the same lender on substantially different terms, or the terms of an existing liability are substantially modified, such an exchange or modification is treated as a derecognition of the original liability and the recognition of a new liability, and the difference in the respective carrying amounts is recognised in the statement of comprehensive income.

(j) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand, cash at bank and short-term, highly liquid investments that are readily convertible to known amount of cash which are subject to insignificant risk of changes in value.

(k) Provisions

Provisions are recognised when the Society has a present obligation (legal or constructive) where as a result of past event, it is probable that an outflow of resources embodying economic benefits will be required to settle the obligations and a reliable estimate can be made of the amount of obligation. Provisions are reviewed at each reporting date and adjusted to reflect the current best estimate.

(l) Leases

(i) Operating lease

Leases are classified as operating leases when the lessor effectively retains substantially all the risks and benefits of ownership of the leased item. Operating lease payments are recognised as an expense in the statement of comprehensive income on a straight-line basis over the lease term.

The aggregate benefit of incentives provided by the lessor is recognised as a reduction of rental expense over the lease term on a straight-line basis.

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2012

2. Summary of Significant Accounting Policies and Estimates (Continued)

(l) Leases (continued)

(ii) Finance lease/Hire purchase lease

Leases of assets which the Society assumes substantially the risks and rewards of ownership are classified as finance leases.

Finance leases are capitalised at the inception of the lease at the lower of the fair value of the leased property, plant and equipment and the present value of the minimum lease payments.

Each lease payment is allocated between the liability and the finance charges so as to achieve a constant rate on the finance balance outstanding. The corresponding rental obligations, net of finance charges, are included in borrowings.

The interest element of the finance cost is taken to the statement of comprehensive income on the remaining balance of the liability for each period.

(m) Contingencies

Contingent liabilities are not recognised in the financial statements. They are disclosed unless the possibility of an outflow of resources embodying economic benefits is remote. A contingent asset is not recognised in the financial statements but disclosed when an inflow of economic benefit is probable.

(n) Deferred capital donations and grants

Deferred capital donations and grants represent:

- (i) Deferred capital fund transferred from building fund upon completion of the construction of building or at a distinct phase of the construction for the purpose of identifying the utilisation of building construction and its related expenditures; and
- (ii) Deferred capital fund received/receivable for purchase of property, plant and equipment.

Deferred capital donations and grants is systematically amortised to the statement of comprehensive income and expenditure statement over the estimated useful life of the relevant property, plant and equipment.

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2012

2. Summary of Significant Accounting Policies and Estimates (Continued)

(o) Recognition of income

Revenue is recognised to the extent that it is probable that the economic benefits will flow to the Society and the revenue can be reliably measured. Revenue is measured at fair value of the consideration received or receivable. The following specific recognition criteria must also be met before revenue is recognised:

(i) Donations

Donations are recognised when received. Income recognition is only deferred when the donor specifies that the donations can only be used in future accounting periods or the donor has imposed certain conditions which must be met before the Society has unconditional entitlement.

(ii) Grants

Grants are not recognised until there is reasonable assurance that the grant will be received and all conditions attached to it will be complied. Grants for capital expenditures are recognised as deferred capital grant in the Statement of Financial Position. Income is recognised on a systematic basis over the useful life of the assets purchased.

(iii) Programme and transport fees

Programme and transport fees represent income from rendering of services to people with physical disabilities. Such fees are recognised as income once the services are rendered.

(iv) Interest

Interest income is recognised as the interest accrued based on the effective interest method.

(p) Finance costs

Interest expenses and similar charges are expensed in the statement of comprehensive income in the period in which they are incurred, except to the extent that they are capitalised as being directly attributable to the acquisition, construction or production of an asset which necessarily takes a substantial period of time to prepare for its intended use or sales.

(q) Employee benefits

(i) Pensions & other past employment benefits

The Society makes contributions to the Central Provident Fund Scheme in Singapore, a defined contribution pension scheme. These contributions are recognised as an expense in the period in which the related service is performed.

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2012

2. Summary of Significant Accounting Policies and Estimates (Continued)

(q) Employee benefits (continued)

(ii) Employee leave entitlement

Employee entitlements to annual leave are recognised when they accrue to employees. A provision is made for the estimated liability for leave as a result of services rendered by employees up to the reporting date.

(r) Related parties

A related party is defined as follows:

- (a) A person or a close member of that person's family is related to the Society if that person:
 - (i) Has control or joint control over the Society;
 - (ii) Has significant influence over the Society; or
 - (iii) Is a member of the key management personnel of the Society or of a parent of the Society;

- (b) An entity is related to the Society if any of the following conditions applies:
 - (i) The entity and the Society are members of the same group (which means that each parent, subsidiary and fellow subsidiary is related to the others);
 - (ii) One entity is an associate or joint venture of the other entity (or an associate or joint venture of a member of a group of which the other entity is a member).
 - (iii) Both entities are joint ventures of the same third party.
 - (iv) One entity is a joint venture of a third entity and the other entity is an associate of the third entity;
 - (v) The entity is a post-employment benefit plan for the benefit of employees of either the Society or an entity related to the Society. If the Society is itself such a plan, the sponsoring employers are also related to the Society;
 - (viii) The entity is controlled or jointly controlled by a person identified in (a);
 - (ix) A person identified in (a) (i) has significant influence over the entity or is a member of the key management personnel of the entity (or of a parent of the entity).

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2012

2. Summary of Significant Accounting Policies and Estimates (Continued)

(s) Significant accounting judgements and estimates

The preparation of the Society's financial statements requires management to make judgements, estimates and assumptions that affect the reported amounts of revenues, expenses, assets and liabilities, and the disclosure of contingent liabilities, at the reporting date. However, uncertainty about these assumptions and estimates could result in outcomes that could require a material adjustment to the carrying amount of the asset or liability affected in the future. They are assessed on an on-going basis and are based on experience and relevant factors, including expectations of future events that are believed to be reasonable under the circumstances.

Judgements. In the process of applying the Society's accounting policies, management did not make any critical judgement, apart from those involving estimations, which has a significant effect on the amounts recognised in the financial statements.

Estimates and Assumptions. The key assumptions concerning the future and other key sources of estimation involving uncertainty at the statement of financial position date that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below:

(i) Estimated useful lives of property, plant and equipment

Management determines the estimated useful lives and the related depreciation for its property, plant and equipment based on the period over which the property, plant and equipment are expected to provide economic benefits. Management's estimation of the useful lives of property, plant and equipment is based on collective assessment of industry practice, internal technical evaluation and experience with similar assets.

These estimations are reviewed periodically and could change significantly due to physical wear and tear, technical or commercial obsolescence and legal or other limits on the use of property and equipment and intangible assets. Management will increase the depreciation where useful lives are less than what have previously been estimated.

A reduction in the estimated useful lives of property, plant and equipment and would increase recorded expenses and decrease non-current assets. Based on management's assessment, no change in the estimated useful lives of property, plant and equipment is required as of the reporting date. The carrying value of property, plant and equipment as of 31 March 2012 and 2011 amounted to S\$6,209,603 and S\$6,746,740 respectively.

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2012

2. Summary of Significant Accounting Policies and Estimates (Continued)

(s) Significant accounting judgements and estimates (continued)

(ii) Estimated allowance for impairment of receivables

The Society assesses whether objective evidence of impairment exists for receivables that are individually significant, and collectively for receivables that are not individually significant. Allowance for impairment of receivables is maintained at a level considered adequate to provide for potentially uncollectible receivables.

Trade and other receivables amounted to S\$1,289,633 and S\$2,707,196 as of 31 March 2012 and 2011, respectively. Based on management's assessment, no allowance for debt impairment is required in 2012 and 2011, respectively.

(iii) Impairment of non-financial assets

FRS requires that an impairment review be performed when certain impairment indicators are present.

Property, plant and equipment are subject to impairment test or whenever there is a strong indication that the asset is impaired. This requires significant judgement of the duration, extent and other factors to which the fair value of the property, plant and equipment is less than its carrying amount, including factors such as industry and sector performance, changes in technology and operational and financing cash flow.

Based on management's evaluation no allowance for impairment losses of property, plant and equipment is required as of 31 March 2012 and 2011.

(t) Events after the reporting date

Post year-end events that provide additional information about the Society's position at the reporting date (adjusting events) are reflected in the financial statements. Post year-end events that are not adjusting events are disclosed in the notes to the financial statements when material.

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2012

3. Cash and Cash Equivalents

	2012 S\$	2011 S\$
Cash at bank	1,440,661	2,337,141
Cash in hand	167,623	7,670
Short-term bank deposits	500,000	3,233,066
	2,108,284	5,577,877

4. Trade and Other Receivables

	2012 S\$	2011 S\$
Trade receivables	158,199	132,396
Less: Allowance for debt impairment	–	–
	158,199	132,396
Grant receivable	986,933	544,476
Deposits and other receivables	144,501	2,030,324
	1,289,633	2,707,196

5. Fixed Deposits

	2012 S\$	2011 S\$
Fixed deposits	9,968,885	4,228,553

The fixed deposits have an effective interest rate of return of 0.18% to 0.88% (2011: 0.29% to 0.52%) per annum with maturity periods ranging from 121 days to 398 days (2011: 181 days to 273 days).

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2012

6. Property, Plant and Equipment

2012	Leasehold Building	Assistive Devices/ Technical Aids	Computer Equipment	Office Equipment, Furniture and Fittings	Motor Vehicles	Satellite Centre	Electrical Equipment	Machinery	Renovation In-Progress	Total
Cost										
At 1 April 2011	14,267,049	1,318,739	1,204,414	1,055,842	473,209	326,559	132,193	41,265	–	18,819,270
Additions	–	11,918	96,276	–	–	–	3,083	–	412,509	523,786
Disposals	–	–	(127,725)	–	(62,172)	–	–	–	–	(189,897)
At 31 March 2012	14,267,049	1,330,657	1,172,965	1,055,842	411,037	326,559	135,276	41,265	412,509	19,153,159
Accumulated depreciation and impairment losses										
At 1 April 2011	8,280,589	1,240,838	975,716	838,997	393,838	250,362	69,230	22,960	–	12,072,530
Depreciation for the year	659,347	53,705	162,432	64,712	31,039	65,312	20,565	3,654	–	1,060,766
Disposals	–	–	(127,568)	–	(62,172)	–	–	–	–	(189,740)
At 31 March 2012	8,939,936	1,294,543	1,010,580	903,709	362,705	315,674	89,795	26,614	–	12,943,556
Net carrying value										
At 31 March 2012	5,327,113	36,114	162,385	152,133	48,332	10,885	45,481	14,651	412,509	6,209,603

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2012

6. Property, Plant and Equipment (Continued)

2011	Leasehold Building	Assistive Devices/ Technical Aids	Computer Equipment	Office Equipment, Furniture and Fittings	Motor Vehicles	Satellite Centre	Electrical Equipment	Machinery	Renovation In-Progress	Total
Cost										
At 1 April 2010	14,261,478	1,307,002	1,084,070	1,070,460	502,935	326,559	161,439	48,864	–	18,762,807
Additions	5,571	14,203	118,824	1,442	66,068	–	12,881	–	–	218,989
Adjustment	–	–	1,520	–	–	–	–	–	–	1,520
Disposals	–	(2,466)	–	(16,060)	(95,794)	–	(42,127)	(7,599)	–	(164,046)
At 31 March 2011	14,267,049	1,318,739	1,204,414	1,055,842	473,209	326,559	132,193	41,265	–	18,819,270
Accumulated depreciation and impairment losses										
At 1 April 2010	7,621,521	933,154	728,674	789,654	460,300	185,051	89,466	26,869	–	10,834,689
Depreciation for the year	659,068	310,150	245,522	65,403	29,332	65,311	21,852	3,690	–	1,400,328
Adjustment	–	–	1,520	–	–	–	–	–	–	1,520
Disposals	–	(2,466)	–	(16,060)	(95,794)	–	(42,088)	(7,599)	–	(164,007)
At 31 March 2011	8,280,589	1,240,838	975,716	838,997	393,838	250,362	69,230	22,960	–	12,072,530
Net carrying value										
At 31 March 2011	5,986,460	77,901	228,698	216,845	79,371	76,197	62,963	18,305	–	6,746,740

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2012

7. Inventories

	2012	2011
	S\$	S\$
Donated stocks for resale	5,724	29,450
Gift vouchers and petrol cash cards	72,000	114,000
Raw materials	14,240	12,778
Finished good	15,983	13,469
	107,947	169,697

8. Trade and Other Payables

	2012	2011
	S\$	S\$
Trade payables	451,446	766,491
Other payables	32,265	14,046
Advance receipts	871,943	551,715
Accruals	1,000,402	919,360
Deposits received	1,100	700
	2,357,156	2,252,312

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2012

9. Deferred Capital Donations and Grants

	Building fund S\$	IDA grant S\$	MCYS grant S\$	Total Board grant S\$	Total S\$
Cost					
At 1 April 2010	14,524,929	1,256,805	603,666	33,537	16,418,937
Additions during the year	–	40,892	–	–	40,892
Disposals during the year	(12,532)	–	–	–	(12,532)
At 31 March 2011 and 1 April 2011	14,512,397	1,297,697	603,666	33,537	16,447,297
Additions during the year	–	3,460	–	–	3,460
Disposals during the year	–	(589)	–	–	(589)
At 31 March 2012	14,512,397	1,300,568	603,666	33,537	16,450,168
Accumulated amortisation					
At 1 April 2010	(8,138,237)	(814,396)	(148,439)	(8,247)	(9,109,319)
Additions during the year	(661,030)	(357,388)	(112,894)	(6,272)	(1,137,584)
Disposals during the year	12,532	–	–	–	12,532
At 31 March 2011 and 1 April 2011	(8,786,735)	(1,171,784)	(261,333)	(14,519)	(10,234,371)
Additions during the year	(661,030)	(68,189)	(90,027)	(5,002)	(824,248)
Disposals during the year	–	432	–	–	432
At 31 March 2012	(9,447,765)	(1,239,541)	(351,360)	(19,521)	(11,058,187)
Net carrying value					
At 31 March 2011	5,725,662	125,913	342,333	19,018	6,212,926
At 31 March 2012	5,064,632	61,027	252,306	14,016	5,391,981

- (i) Deferred capital donations and grants for building refers to deferred capital fund transferred from building fund upon completion of the construction of building.
- (ii) Infocomm Development Authority of Singapore (IDA) has awarded the Society a grant to set up an Infocomm Accessibility Centre (IAC). This grant commences from 1 September 2007 and spans across three years. It covers both capital and operating expenditure. The capital portion, incurred to date is reflected above and the operating expenditure portion has been included in the statement of comprehensive income.

This centre is set up to provide training in infocomm technology across disability types, including physical disabilities, sensory impairments and developmental disabilities. It is equipped with a wide range of assistive technology devices to help people with special needs to overcome their limitations.

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2012

9. Deferred Capital Donations and Grants (Continued)

- (iii) The Ministry of Community Development, Youth and Sports (MCYS) and the Singapore Totalisator Board (Tote Board) co-funded the setup of the Society's IT Apprenticeship Programme (ITAP). The funding covers both capital and operating expenditure. The capital portion, incurred to date is reflected above and the operating expenditure portion has been included in the statement of comprehensive income.

The Society's IT Apprenticeship Programme serves to bridge the gap between training and employment for people with disabilities. It provides on-the-job training and structured courses to equip trainees with the necessary skills set for employment.

10. Funds

(a) Accumulated general fund

	2012 S\$	2011 S\$
Balance at the beginning of the year	9,945,291	7,826,235
Income	10,983,527	12,769,814
Amount utilised during the year	(10,014,441)	(10,650,758)
Surplus for the year	969,086	2,119,056
At end of year	10,914,377	9,945,291

The accumulated general fund is for the purpose of meeting operating expenses incurred by the Society. It comprises both solicited funds and funds received from the government and the National Council of Social Service as well as programme fees and other income.

(b) Lee Boon Huat education fund

	2012 S\$	2011 S\$
Balance at the beginning of the year	132,226	132,171
Other income	-	55
At end of year	132,226	132,226

The fund is for the provision of education assistance to needy and deserving disabled students or students with disabled parents.

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2012

10. Funds (Continued)

(c) Sinking fund

	2012 S\$	2011 S\$
Balance at the beginning of the year	901,337	897,648
Other income	–	3,689
At end of year	901,337	901,337

The sinking fund is for the purpose of meeting cost of major repairs and replacements.

11. Expenses Relating to Sales of Work

	2012 S\$	2011 S\$
Cost of sales:		
Opening inventory	26,247	36,872
Purchases	126,426	113,466
Closing inventory	(30,223)	(26,247)
	122,450	124,091
Other expenses		
Transport	8,850	6,600
Workers salaries and related cost (include CPF of S\$18,740 (2011 - S\$20,103))	204,681	231,083
Trainees' allowances	148,425	151,226
Trainees' and workers' benefit	40,268	31,951
	524,674	544,951

12. Donations

	2012 S\$	2011 S\$
Gross donations and sponsorships	4,310,892	6,056,853
Direct cost of fund raising expenses	(174,016)	(875,077)
Percentage of direct fund raising expenses over gross donations and sponsorships	4%	14%

A major fund raising event "SPD Charity Show" was staged on 13 March 2011 to raise funds and create awareness of the Society's services and programmes.

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2012

13. Employee Benefits

	2012 S\$	2011 S\$
Short-term benefits		
Staff salaries and bonus	5,248,604	4,773,023
Workers' salaries and bonus	185,941	210,980
Other short-term benefits (i.e. medical, insurance premiums, welfare and long service awards)	129,843	110,154
	5,564,388	5,094,157
Defined contribution plan		
Employer's CPF contributions	655,441	667,311
	6,219,829	5,761,468

14. Operating Lease Commitments

At the balance sheet date, the Society was committed to making the following lease rental payments under non-cancellable operating leases for office equipment:

	2012 S\$	2011 S\$
Payable within 1 year	15,396	15,396
After 1 year but within 5 years	12,966	28,362
	28,362	43,758

15. Capital Commitments

Capital expenditure contracted at the end of the reporting year but not recognised in the financial statements are as follows:

	2012 S\$	2011 S\$
Capital commitment in respect of property, plant and equipment	734,831	–

16. Tax-Exempt Receipts

During the financial year, the Society issued tax-exempt receipts for donations collected amounting to S\$4,463,779 (2011: S\$5,050,254).

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2012

17. Related Party Transactions

(a) Sale and purchase of goods and services

There was no related party transactions during the year (2011: S\$Nil).

(b) Compensation of key management personnel

Included in staff salaries and related costs is key management remuneration and key management employer CPF contribution amounting to S\$756,027 (2011 - S\$716,791) and S\$72,625 (2011 - S\$71,929), respectively.

(c) Remuneration paid to management board

None of the members of the Board of Management were paid any remuneration during the current and previous year.

18. Loans

During the year there was no loan made to any employees, management board member, related parties or third parties.

19. Income Tax

The Society is an approved charity organisation under the Charities Act, Chapter 37. It is also an institution of public character under the Income Tax Act, Chapter 134. No provision for taxation has been made in the financial statements as the Society is exempt from income tax in accordance with the provisions of Section 13(1)(zm) of the Income Tax Act, Chapter 134.

20. Financial Instruments

The financial assets and liabilities of the Society as at the reporting date are as follows:

	2012 S\$	2011 S\$
Financial Assets		
Loans and receivable		
Cash and cash equivalents	2,108,284	5,577,877
Trade and other receivables	1,289,633	2,707,196
Fixed deposits	9,968,885	4,228,553
	13,366,802	12,513,626
Financial Liabilities		
Trade and other payables	2,357,156	2,252,312

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2012

21. Financial Risk Management Objectives and Policies

The Society is exposed to various financial risks arising from its operations. The key financial risks include interest rates risk, credit risk and liquidity risk. The Society's Board of Management reviews and agrees policies and procedures for the management of these risks.

The following describes the Society's exposure to the above-mentioned financial risks and the objectives, policies and processes for the management of these risks:

Interest rate risk

This is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates.

The Society's income and operating cash flows are substantially independent of changes in market rates as it has no significant interest bearing assets or liabilities except for short-term and fixed deposits where interest earned is not significant.

The sensitivity analysis for interest rate is not disclosed as the effect on the financial statements is not expected to be significant.

Credit risk

Credit risk refers to the risk that a counterparty will default on its contractual obligations resulting in financial loss to the Society. The Society's exposure to credit risk arises primarily from trade and other receivables. Other financial assets (including bank deposits) presents insignificant risks as the Society exclusively deals with high credit rating counterparties.

As at the statement of financial position date, there were no significant concentrations of credit risk. Cash is placed with financial institution of good standing. The maximum exposure to credit risk is represented by the carrying amount of each financial asset as indicated in the statement of financial position.

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2012

21. Financial Risk Management Objectives and Policies (Continued)

Liquidity risk

Liquidity risk is the risk that the Society will encounter difficulty in meeting financial obligations due to shortage of funds. The Society's exposure to liquidity risk arises primarily from mismatches of the maturities of financial assets and liabilities.

The Society manages the liquidity risk by maintaining adequate reserves to provide flexibility in meeting the Society's day to day requirements and continuously monitoring forecasts and actual cash flows.

Net fair values

The carrying amounts of the current financial assets and liabilities approximate to their fair values due to their short-term nature.

The Society does not anticipate that the carrying amounts recorded at the statement of financial position date would be significantly different from the values that would eventually be received or settled.

22. Donations/Grants and Sponsorship to Other Charities

The Society did not provide any donations/grants and sponsorship to other charities during the financial year.

23. Recommended Accounting Practice 6 (Rap 6)

The accounts of the Society have not been prepared in accordance with RAP 6 which is recommended for charities in Singapore.

24. Authorisation of Financial Statements

The financial statements for the year ended 31 March 2012 were authorised for issue in accordance with a resolution of the Board of Management on 25 June 2012.

OUR SUPPORTERS

OUR SUPPORTERS

\$100,000 and above

Kwan Im Thong Hood Cho Temple
Microsoft Singapore Pte Ltd
National Service Resort and
Country Club
Singapore Pools (Private) Limited
Singapore Turf Club
StarHub Ltd

\$50,000 - \$99,999

CapitaLand Hope Foundation
Chew How Teck Foundation
Deutsche Bank AG Singapore

\$10,000 - \$49,999

Accenture Pte Ltd
Agricultural Tractors Spares Pte Ltd
Cheng Moh Yun (In Memory)
ConocoPhillips International
Trading Pte Ltd
Credit Suisse AG
Estate of Krishnapillai Thiruganasothi
Estate of Ms Theresa Lye
ExxonMobil Asia Pacific Pte Ltd
FMC Technologies Singapore Pte Ltd
Government of Singapore
Investment Corporation Pte Ltd
Grace Shua and Jacob Ballas
Charitable Trust
Guocoland Limited
Jung Young Soo
K & H Facade Pte Ltd
Korean Chamber of Commerce
Kuan Im Tng Temple (Joo Chiat)
Lee Foundation Singapore
M+W Singapore Pte Ltd
Maxi-Cash Group Pte Ltd
McConnell Dowell
South East Asia Pte Ltd
NUS Students' Community
Service Club

Passion for Life
Singapore Island Country Club
Singapore Power Limited
Tan Chin Tuan Foundation
Teachers & Parents Association
of Sarada
Trustees of Isaac Manasseh
Meyer Trust Fund
Wan Boon Sow Family
Warren Golf & Country Club
Yeow Bee Leng

\$5,000 - \$9,999

Army Recruitment Centre
Asia Pacific Breweries (S) Pte Ltd
Associated Rental Tools
Company Pte Ltd
Atlas Ice (Singapore) Pte Ltd
Autopoint Motoring
Bharat D Kalwani
Boardroom Limited
Cecelia Girvin
Char Yong (Dabu) Foundation Ltd
City Developments Limited
Cycle & Carriage
Industries Pte Limited
Dunman High School
Esco Audio Visual Pte Ltd
Henze Global Engineering Pte Ltd
Hoe Kee Hardware Pte Ltd
Hoy San Stevedoring Pte Ltd
Integro - Dunman High School
(Citi-YMCA Youth for Causes)
Lee Cher Swan
Lee Jackson
Lee Kim Tah Foundation
Lim Liang Song
Loke Yuen Kin Ruby
Manoj D Kalwani
Megaway Engineering
& Trading Pte Ltd

Oei Chu Yue Mei
Overseas Academic Link Pte Ltd
Quek Cheng Chye Ronnie
Singapore Kadayannallur League
SK Energy Asia Pte Ltd
Tan Huan Lee
Tan Khee Bak Foundation Ltd
TEHC International Pte Ltd
The Reuben Meyer Trust Fund
Ting Tau Nay Nicky
Trans-Orient Shipping Pte Ltd
Tuas Pek Kong Keng
Management Council
West 5 Cluster Schools
(Service Learning Project) -
CHIJ Our Lady Queen of Peace,
Kranji Secondary School,
Teck Whye Primary School,
West Spring Secondary School
Wing Huat Loong (Pte) Ltd
Wing Tai Holdings Limited
Yong Chin Hwee

\$1,000 - \$4,999

Acer Computer Singapore Pte Ltd
Alan Choe Fook Cheong
Alex Lee Ngeong
Alicia Lee Lai Cheng
Andre Philip Ess
Ang Ah Beng
Ang Eng Hieang
Ang Hwee Yang
Angela G Tan
Ann Phua Si Si
Asia Enterprises (Private) Limited
Astra Oil Company Private Limited
Automobile Association
of Singapore
Auw Chor Cheng
Bata Shoe (Singapore) Pte Ltd
Bay Gek Heng James

Bosch Rexroth Pte Ltd
 Braemar Quincannon Pte Ltd
 Cathay Photo Store Private Limited
 Chan Joo Cheng Magdalene
 Chan Lian Chai
 Chan Mei Lide
 Chan Swee Yee
 Chang Kok Kee
 Chang Wee Hua Eric
 Charles Rajan Maniam
 Chay Oh Moh
 Chen Fang Hua
 Cheng Jian Fenn
 Cheng Yong Kim
 Cheong Kim Hock
 Cheong Sim Eng
 Cheong Yok Keat
 Chia Sock Ker
 Chia Swee Hoon
 Chiang Ging Seng
 Chiang Hock Seng Patrick
 Chinniah Kunnasagaran
 Chionh Chye Khye
 Cho Siew Lien
 Chong Dan Chyi
 Chong Khee Yin
 Chong Ngee Chong
 Chong Soo Keow
 Choo Juan Ming
 Chow Pak Kin
 Chow Pei Pei Cindy
 Christopher Murugasu
 Chua Bee Choo
 Chua Hai Siew Ambrose
 Chua Kim Chiu
 Chua Li-Wen
 Combaat Marine Pte Ltd
 Contemporara Holdings Pte Ltd
 CrimsonLogic Pte Ltd
 D. S. Brown Singapore Pte Ltd
 Dilhan Pillay Sandrasegara

Eleana Tan
 Electromech Electrical
 Enterprise Co. Pte Ltd
 Elias Wong Kam Meng
 EPChem International Pte Ltd
 Eu Yee Ming Richard
 Fa Yew Construction Pte Ltd
 Foo Ngiuk Fong
 Fresh N Natural Foods Pte Ltd
 Gan Beng Jin Lloyd
 Gan Soh Har
 Gan Tervis
 Gan Yau Bak Charlie
 Garry Hoo
 Gateway 21 Pte Ltd
 Gay Ping Kee
 Giam Choo Geok Teresa
 Goh Pi Lee Beverly
 GPL Remittance Pte Ltd
 Gtech Far East Pte Ltd
 Guardvision Pte Ltd
 Gui Boon Pien
 Harry Elias
 Hatim F Nakhoda
 Help-A-Ton Run - Commonwealth
 Secondary School (Citi-YMCA
 Youth for Causes)
 Heng Siang Yong Tevin
 Hi-P International Limited
 Ho Cheong Weng
 Hock Cheong Printing Pte Ltd
 Hong Guan Huat Kee
 Hui Choon Wai
 Hui Kim Hoong Francis
 Ian Marc Rosairo De Vaz
 Interlocal Exim Pte Ltd
 K V Vanu Gopala Menon
 Kalthsum Mohd Yassin
 Kay Huat Trading Co Pte Ltd
 Keith De Vaz
 Kenneth Tan Kiat Lay

Keppel Corporation Limited
 Khiew Kim Choy
 Khoo Choon Tin
 Kuldip Singh & Manjit s/o
 Nashatar Singh
 Kwan Yong Construction Pte Ltd
 Kwek Eik Sheng
 Kwek Thiam Chai
 Laguna National Golf &
 Country Club Ltd
 Lau Kum Chong
 Lee Boon Wah
 Lee Choon Bok
 Lee Hong Seng
 Lee Kar Hoo Damien
 Lee Kent Sing
 Lee Lee Chien
 Lee Mo Cheng @ Mike Lee
 Lee Pheng Hui Brian
 Lee See Keng
 Lee Seng Quee
 Lee Shuet Wan Candida
 Lee Sim Kuen
 Lee Tuan
 Leng Ern Jee Temple
 Leong Mun Fai
 Leow Fan Siew
 Leow Kim Siang
 Lew Yee Wan Elaine
 Lian Jin Hoe
 Lie Mie Mie
 Lim Chin Huat
 Lim Ewe Teck Andy
 Lim Hng Kiang
 Lim Joo Hiang Julie
 Lim Kee Hong
 Lim Kim Huat
 Lim Kwee Beng
 Lim Leong Chuan
 Lim Pei Shuen Eileen
 Lim Siew Hwa

OUR SUPPORTERS

Lim Teow Jin
 Lim Tiong Wah
 Lim Yew Tow Eric
 Linn Yeh Ching
 Little Ferry Agencies Pte Ltd
 Liu Chee Ming
 Loh Fa Hin
 Loh Loon Tong
 Loo Peck Wi
 Low Chee Kiong
 Low Phui Hiong
 LS Cable & System Ltd (S'pore)
 Luke Anne
 Magdalene Kooi Kee Gek
 Mangala Vihara (Buddhist Temple)
 Marcus Kok
 Meghal P Muranjan
 Melanie Wong
 Mercantile Corporation Pte Ltd
 Ministry of Trade & Industry
 Mischling Engineering Pte Ltd
 Motorway Car Rentals Pte Ltd
 MST Golf (Singapore) Pte Ltd
 Mukundan Govind
 Neo Koon Bak
 Netline Singapore Pte Ltd
 Ng Choh Lian
 Ng Daniel
 Ng Eng Khin
 Ng Kuo Pin
 Ng Seng Thong
 Ng Siew Cheng
 Ng Siok Giok
 Ng Siok Poh
 Ng Teng Dong
 Ngee Ann Secondary School
 NLB Global Pte Ltd
 Oan Chim Seng
 Oei Soo Chi Allen
 OES Construction Pte Ltd
 Oh Kian Beng
 Ong Bee Lan
 Ong Chain Hoo@Aung Sein Htun
 Ong Chin Chong Bryan

Ong Hui Lian Grace
 Ong Keng Huat
 Ong Kian Chew
 Ong Peggy
 Ong Wee Hean
 Ooi Choo Lian
 Pacodis Pte Ltd
 Pang Sze Kwang
 Perse Metals Pte Ltd
 Poh Hong Thiam
 Poh Kim Wah
 Poh Tiong Choon Logistics Limited
 Poh You De
 Power & Motion Control Pte Ltd
 Prakash Roshan
 Premier Corporation Pte Ltd
 Propell Integrated Pte Ltd
 Puat Jit Buddhist Temple
 Quek Robert
 RenderTac Marketing Pte Ltd
 Roger John Dyer
 RS Components Pte Ltd
 S C Ng's O & G Clinic Pte Ltd
 SAP Asia Pte Ltd
 SBS Transit Ltd
 See Tho Kai Yin
 Seet Iris
 Seok Keng Hoe Sylvia
 Seu Teck Sean Tong Yiang Sin Sia
 Sheng Hong Temple
 Shenton Investment Pte Ltd
 Sia Bee Leng
 Sim Hak Khiang
 Sin Boon Ann
 Singapore Press Holdings Limited
 SMC Pneumatics (SEA) Pte Ltd
 Sng Teck Kong
 Soh Hang Kwang
 Soh Kim Chua
 Soh Kim Chye Dave
 Soh Neo Bi Jimmy
 Soon Soon Tuan Tiong
 Tuan Tai Guan SW
 Steve Yap

Straits Rubber & Engineering
 Plastic P/L
 Suzanne Liau
 Tak Product & Services Pte Ltd
 Tam Min Suan Alan
 Tam Yiu Ming
 Tampines Chinese Temple
 Tan Aik Hoe Ivan
 Tan Boon Chok
 Tan Chee Yoon
 Tan Chin Kok Jim
 Tan Chye Luan Jerene
 Tan Geok Lan Jenny
 Tan Hai Peng
 Tan Hua Moy
 Tan Inn Kok
 Tan Kim Ping
 Tan Lee Koon
 Tan Poh Kheng
 Tan Tiong Ho
 Tan Yang Guan
 Tan Yuan Kang
 Tara Apothecary
 Tay Ah Lek
 Tay Han Seng
 Tay Kai Meng
 Teo Hong Lim
 Teo Joo Kim
 Teo Kee Meng
 Teo Lian Teck Francis
 Tham Alex
 Thong Teck Sian Tong Lian Sin Si
 Toh Hong Huat
 Toh Sew Lay
 Toi Boon Bin
 Tong Wooi Cheen
 Tony Buntaran
 United Overseas Bank Limited
 VIP Hotel
 Veerasingam Prem Kumar
 Vivian Teo
 VK Aromatics International
 Wang Wai Lian
 Waterlive Agencies

Wee Soek Yen
 Winston Ngan
 WK Goh Management &
 Consultancy (S) Pte Ltd
 Wong Chi Kong Thomas
 Wong Hein Jee
 Wong Hong Ching
 Wong Hung Kiew George
 Wong Mei Gin
 Woon Wee Hao
 Wu Ming Shi and Family
 Yan Kit Village Chinese Temple
 Yap Peng Tuan
 Yap Shao Sin Philip
 Yeo Basil
 Yong Boon Kheng
 Yu Gyo Engineering &
 Trading (Pte) Ltd
 Yu Ming
 Yuen Yew Kwan

**Supporters and
 Volunteers/Organisers
 of Events, Donations-
 in-Kind, Services
 Offered to SPD**

ABC Children's Place
 Abdul Basit Bin Risin
 Ace@Work Educare Services
 Agape Child Care (SK) Pte Ltd
 Ai Tong School
 Anderson Junior College
 Anderson Secondary School
 Anglican High School
 Anglo-Chinese School
 (Barker Road)
 Ascension Kindercare
 Beatty Secondary School
 Bedok Town Secondary School
 Bedok View Secondary School
 Big Apple Child Care And
 Development Centre

Boh Tai Lin Phyllis
 Boon Lay Secondary School
 Bukit Merah Secondary School
 Bukit Panjang Government
 High School
 Bukit Timah Primary School
 Cai Huiyu
 Canberra Primary School
 Canberra Secondary School
 Candyland Infant &
 Childcare Centre Llp
 Care Corner Child Development
 Centre (Canberra Road)
 Catholic High School
 Cedar Girls' Secondary School
 Chan Chi-Loong
 Chan Lead Whye Kittredge
 Chan Peck Yoke Jennifer
 Chan Sai Tim
 Chapter One Learning
 Centre Pte Ltd
 Char Yong (Dabu) Association -
 Youth Group
 Chen Chi
 Chen Sanny
 Cheng Rosa
 Cheng Shaun
 Chew Christine
 Chia Elsie
 Chia James
 CHIJ Our Lady Queen of Peace
 CHIJ Secondary School
 (Toa Payoh)
 CHIJ St. Theresa's Convent
 CHIJ St. Nicholas Girls' School
 Chng Chin Soon
 Chng Yvonne
 Chong Boon Secondary School
 Chong Pang PCF
 Chow Jin Li Kimberly
 Chow Mae
 Chow Ming Zing
 Christ Church Secondary School
 Chua Aaron
 Chua Ai Geok Linda

Chua Alyssa
 Chua Chu Kang Secondary School
 Chua Frances
 Chua Siew Kim
 Chua Sue Fong Susana
 Chua Tai Pah Michael
 Chue Chiew Lien Caroline
 Chue Pei San Lorriane
 Chung Cheng High School (Main)
 Chung Cheng High School (Yishun)
 Clementi Primary School
 Clementi Town Secondary School
 Clementi Woods Secondary School
 Commonwealth Secondary School
 Coral Primary School
 Creativeland Childcare &
 Development Centre
 Credit Suisse AG
 Crescent Girls' School
 David Setiawan
 De Ideaz Pte Ltd
 Diana Ongko
 Dunman High School
 Elizabeth College
 Er Ezra
 Eureka Schoolhouse Pte Ltd
 Evergreen Primary School
 Fairfield Methodist School
 (Secondary)
 Fajar Secondary School
 Farrer Park Primary School
 Fernvale Primary School
 First Toa Payoh Primary School
 First Toa Payoh Secondary School
 FMC Technologies Singapore Pte Ltd
 Fong Samantha
 Foo Tok Kin
 Fuhua Secondary School
 Gan Eng Seng Secondary School
 Geng Hui
 Goh Sophia
 Goh Yue Yim
 Gong Tuo David
 Greendale Secondary School
 Greenery Childcare Centre

OUR SUPPORTERS

Greenfield Montessori	Kwek Pauline	Methodist Girls' School
Greenridge Primary School	Kwong Wan Kay Patrick	Meyi Dwicahyani
Greenview Secondary School	Lai Wee Leong	Millennia Institute
Griffiths Primary School	Lam Tuck Meng Andy	Ministry of Trade & Industry
Hai Sing Catholic School	Lam Yoke Siew Yvonne	Miranda
Hair Fitness	Land Transport Authority	Mock Wai Leong Sebastian
Happy Camper@Sengkang Pte Ltd	Law Haoson	Moriah Schoolhouse
Henderson Secondary School	Lee Eugene	Mutts & Mittens Foundation
Heng Keline	Lee Jonathan	My First Classroom
Ho Dee Chan	Lee Josephine	Nan Chiau High School
Ho Geok Bin	Lee Lian Tee Josephine	Nan Hua High School
Ho Jennevieve	Lee On Na Anna	NatSteel Holdings Pte Ltd
Ho Lai Kuin	Lee Pei Ling	Naval Base Secondary School
Ho Roslyn	Lee Ryan	New Town Secondary School
Ho Yi Zhen Stephanie	Lee Sia Mui Stella	Ng Jason
Holiday Inn Atrium Singapore	Lee Stephen	Ng Jean
Holy Innocents' High School	Lee Yew Eei Ethan	Ng Kok Yoong John
Hong Kah Secondary School	Leong Lai Kwan Emily	Ng Li Cheng
The Hongkong and Shanghai Banking Corporation Limited	Li Jun Hui, Kenneth	Ng Sandy
Hwa Chong Institution	Lianhua Primary School	Ng Sor Koon Jennifer
Jacqui Juan	Liew Magdalyn	NTUC FairPrice Co-operative Limited
Johnson Controls (S) Pte Ltd	Lim Audrey	NUS Medical
Joyland Child Care & Development Centre Pte Ltd	Lim Benjamin	NUS Students' Community Service Club
Junior Playworld Child Care & Development Centre	Lim Boon Hui	Nature Tots Pre-School Pte Ltd
Jurong Primary School	Lim Charmaine	Oh Chwee Lian Alise
Jurongville Secondary School	Lim Ivan	Olga Myszlzyszyn
Kampong Kapor Methodist Church Kindergarten	Lim Joyce	Ong Joseph
Kanchana Niruttan	Lim Kar Kui Jason	Ong Shu Hwai
Key Elementary Eduhouse Pte Ltd	Lim Meng Hao	Ong Yew Kee Andrew
Kheng Cheng School	Lim Norman	Ooi Lydia
Khew Linda	Lim Pei Ling	Or Wei Sheng
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Koh Mui Hiok	Lim Yi Zhen Esther	PCF Bedok Reservoir - Punggol Branch
Koh Poh Chin	Lim Yu Jin Eugene	PCF Braddell Heights Branch
Koh Sok Cheng	Lin Amy	PCF Geylang Serai Education Centre
Kranji Primary School	Loh Allan	PCF Hong Kah North
Kranji Secondary School	Loh Meiling	
Kuo Chuan Presbyterian Secondary School	Long Kimberly	
	Lotto Carpets Gallery	
	Mandarin Gardens Kindergarten Pte Ltd	
	Marsiling Secondary School	
	Merilyn Child Care Centre Pte Ltd	

PCF Kampong Glam	Phyllis' Riccia Educational	Straits Developments
PCF Kampong Glam	Group Pte. Ltd.	Private Limited
Education Centre - Rochor	Pioneer Secondary School	Sunflower Childcare &
PCF Keat Hong Branch	Pnay Jesedy	Development Centre Pte Ltd
PCF Little Wings Buona Vista	Poh Gwat Eng	Swiss Cottage Secondary School
Kindergarten	Pooja Gupta	Tai Pei Child Care Centre
PCF Little Wings Jurong Spring	Poon Gavin	Tan Andria
Child Care Blk 455	Presbyterian High School	Tan Beng Tiong
PCF Moulmein - Tai Pei Childcare	Quah Sunis	Tan Chu Qing Yolanda
and Development Centre	Que Ryna	Tan Inn Hwee
PCF Pasir Ris East Education Centre	Queenstown Secondary School	Tan Kheng Chuan
PCF Pasir Ris West Education Centre	Quek Choon Guan	Tan Lay Khim Joan
PCF Punggol Central	Quek Wee Yeow	Tan Li Bing
PCF Punggol East Blk 143-147	Raffles Girls' School (Secondary)	Tan Li Kheng Fion
PCF Punggol South Blk 452	Regent Secondary School	Tan Lincoln
PCF Punggol South Blk 535	Rieme Hair & Beauty Training	Tan Mei Ling Dede
PCF Punggol South Blk 970	Centre Pte Ltd	Tan Puay Hoe
PCF Sengkang West	Rotary Club of Suntec City	Tan Rosina
Education Centre	RS Components	Tan See Hong
PCF Serangoon Blk 226	Saint Elmo's Childcare	Tan Siow Siang Edmund
PCF Sparkletots (Jalan Kayu)	Saraswathy Kindergarten	Tan Teck Soon
PCF Sparkletots Childcare	Satish Rajmohan	Tan Wah Peck Audrey
Centre@Cashew/Zhenghua	School of Science & Technology	Tan Yi Hui Eva
PCF Sparkletots Pasir Ris West	Seow Camellia	Tan Yong Shun
PCF Tampines Central	Serangoon Junior College	Tang Foong Har
Education Centre	Sharon Serenadee	Tanjong Katong Secondary School
PCF Tampines West Blk 140	Shell Eastern Petroleum (Pte) Ltd	Tay Jin Hiong
PCF Tampines West Blk 887	Shooting Star Child	Teck Whye Primary School
PCF Tampines West Blk 938	Development Centre	Temasek Secondary School
PCF Tampines West Blk 942	Si Ling Secondary School	Teng Wei Heng
PCF Tanjong Pagar-Tiong Bahru	Siew Youn	Teo Chong Kee
Blk 130	Siglap Secondary School	Teo Ee Ching Veron
PCF Tanjong Pagar-Tiong Bahru	Sim Joan	Teo Grachel
Blk 6	Sim Yvonne	Teo Kok Chai
PCF Teck Ghee Education Centre	Singapore Polytechnic	Teo Mei Lin Stacey
PCF Telok Blangah	Singapore Soka Association	Teow Doris
PCF Telok Blangah Education Centre	Siu Jia Hui Joann	Teow Jasmine
PCF West Coast Education Centre	SMRT Corporation Ltd	The Children's Campus
PCF Woodlands	Soh Chin Keong Samuel	The Little Skool-House
PCF Yew Tee Blk 540	Sparkletots Child Care Centre	International Pte Ltd
PCF Yew Tee Blk 541	(Fengshan)	The Timberland Company
PCF Yew Tee Blk 543	Springfield Secondary School	Asia Pacific
PCF Yew Tee Branch	St. Andrew's Junior College	Tina Ho
PCF Yio Chu Kang	St. Gabriel's Secondary School	Tng Li Zhou
PCF Yuhua	St. Joseph's Institution	Tng Tau Nay Nicky
Pei Hwa Secondary School	St. Patrick's School	Victoria School

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