

SAAP E-NEWSLETTER

MAY2021 - DEC2021

PRESIDENT'S MESSAGE

Dear Members ,

As 2021 has just passed, I take this opportunity to look back on a year that turned out much differently than anyone could have imagined. While it was certainly challenging in many ways, it also demonstrated how strong we are as a community.

We can take pride in the fact that when the pandemic forced us to keep our distance from family and friends, the work we do helps people to stay connected and made the difficult times hopefully a little better.

I am proud to say that while 2021 might have slowed us down, it certainly did not stop us to meet several objectives. We had accomplished several critical events in a time when we had to adapt to very restrictive pandemic circumstances:

- The Collective Sale of Maxwell House – SAAP Office
- SAAP's 50th Anniversary – Honouring the Past, Celebrating the Present, Inspiring the Future
- Children's Wishing Well FRESH program
- Virtual meetings including 50th Annual General Meeting (e-AGM) and Extraordinary General Meeting (e-EGM)
- Virtual learning workshops

We are experiencing how digitalization changes our work and responsibilities, which are essential. Digital Transformation is also the way to go in charting the Association's future.

Oh, how I miss the energy of being together with all my SAAP friends and having the opportunity to share and learn from each other. However, we have all shown what we can achieve when working and thinking as a team, even when we cannot physically be together.

Very importantly, I wish to thank the many volunteer hours put in by the different groups of members for their painstaking efforts to:

- Produce and present a 15-minute video production of SAPES/SAAP through the years
- Put together 50 years of SAPES/SAAP history into the 50th Anniversary commemorative publication
- Spent their many Saturdays at the Maxwell House office to sort all inventories, organize documents, re-packing them, ensured that these are ready for transfer to a new storage location
- Sourced for a suitable registered office and new storage location for SAAP office inventories

It has proven that with our combined time, efforts, and dedication, we are cohesive as a team and thrive as a community.

I look forward to the day when we can once again gather in person. Till then, here's wishing you and your families all the best!

Sim Siew Gek
President 2021/2022

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Happy New Year 2022 from All of us!!



50th ANNIVERSARY CELEBRATION

31 July 2021 - SAAP celebrated our special 50th Anniversary virtually via Zoom.

Our President, Sim Siew Gek, gave her opening address, followed by her interesting and interactive Magic Show by Stefan Ebinger. This is the second time Stefan had done a magic show via Zoom for SAAP.

We went down memory lane, to reminisce our 50 years of SAAP past events.

There was a video montage that displayed a glimpse of what SAAP had experienced since the day it was founded. Remembering the past, the loyal members, the memorable events both local and overseas, and the members we sadly lost.

There will be a 50th Anniversary Commemorative Publication available soon. This is a much anticipated publication, we are all looking forward to this.



The poster for the SAAP 50th Anniversary event features the association's logo at the top. The title 'Honouring the Past, Celebrating the Present, Inspiring the Future' is written in a stylized blue font. Below the title, the date and time 'SATURDAY, 31 JULY 2021 | ZOOM | 2PM' are listed. A detailed agenda follows, including an opening address, magical entertainment, a reminiscing session, a video montage, and a talking point about the anniversary commemorative publication. A message from the association invites members to join the virtual event. A registration button with a hand cursor icon and a QR code are also present.

Singapore Association of Administrative Professionals

**Honouring the Past,
Celebrating the Present,
Inspiring the Future**


SATURDAY, 31 JULY 2021 | ZOOM | 2PM

- 2.00 pm – Opening Address by SAAP President
- 2.05 pm – Unique Magical Entertainment
- 2.30 pm – Reminiscing
- 3.00 pm – Video Montage
- 3.15 pm – Talking Point- 50th Anniversary Commemorative Publication

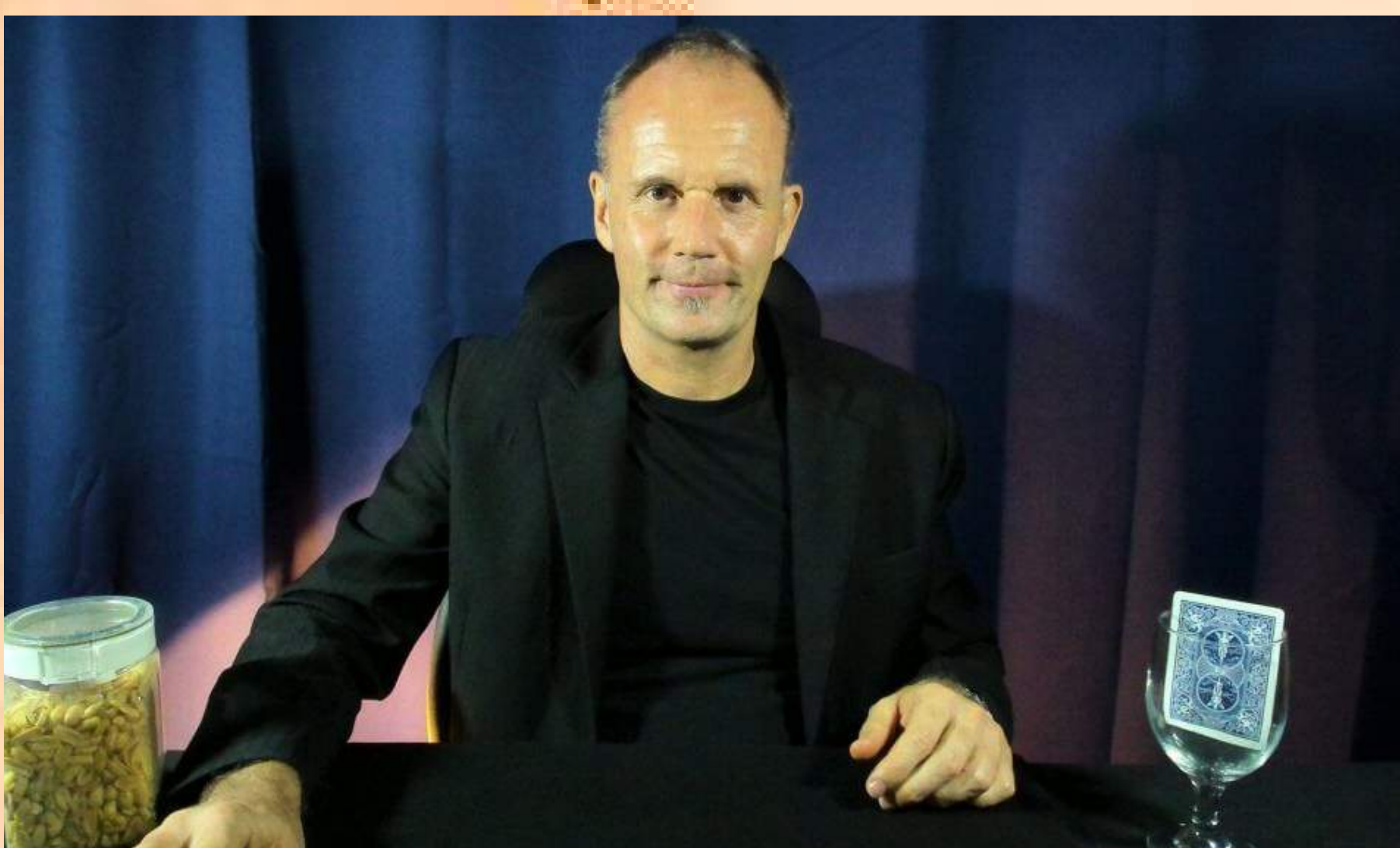
It's been 50 years and our Association is going strong with all your blessings. We are inviting all who have been a part of SAPHES/SAAP to join us at this virtual event on 31 July.

REGISTRATION
click link here

before 25 July to receive the zoom link



Complimentary



50th ANNIVERSARY COMMEMORATIVE PUBLICATION

Our 50th Anniversary Commemorative Publication is out now! This 76 pages publication contains SAAP's various milestones, events and members' highlights including anniversaries, and fundraising efforts.

Congratulatory messages from Past Presidents and Affiliated Organisations with many memorable collections of photographs and recognition awards of the past are among its contents.

To download a Digital Copy, please go to our website <https://www.saap.org.sg> , and login with your membership number and password. (If you have forgotten your password, choose 'forgot or reset password'.)



50th ANNUAL GENERAL MEETING (e-AGM)

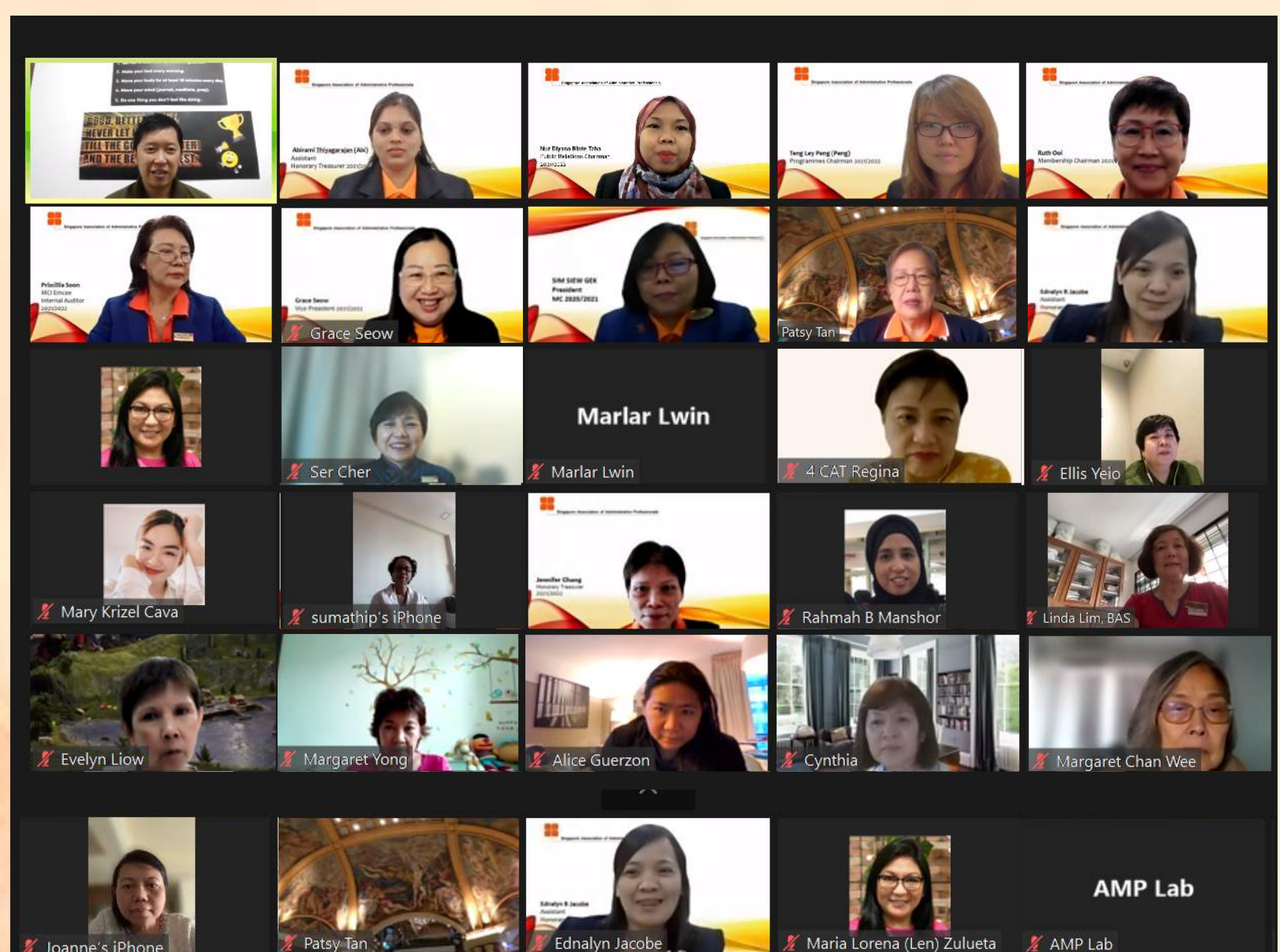
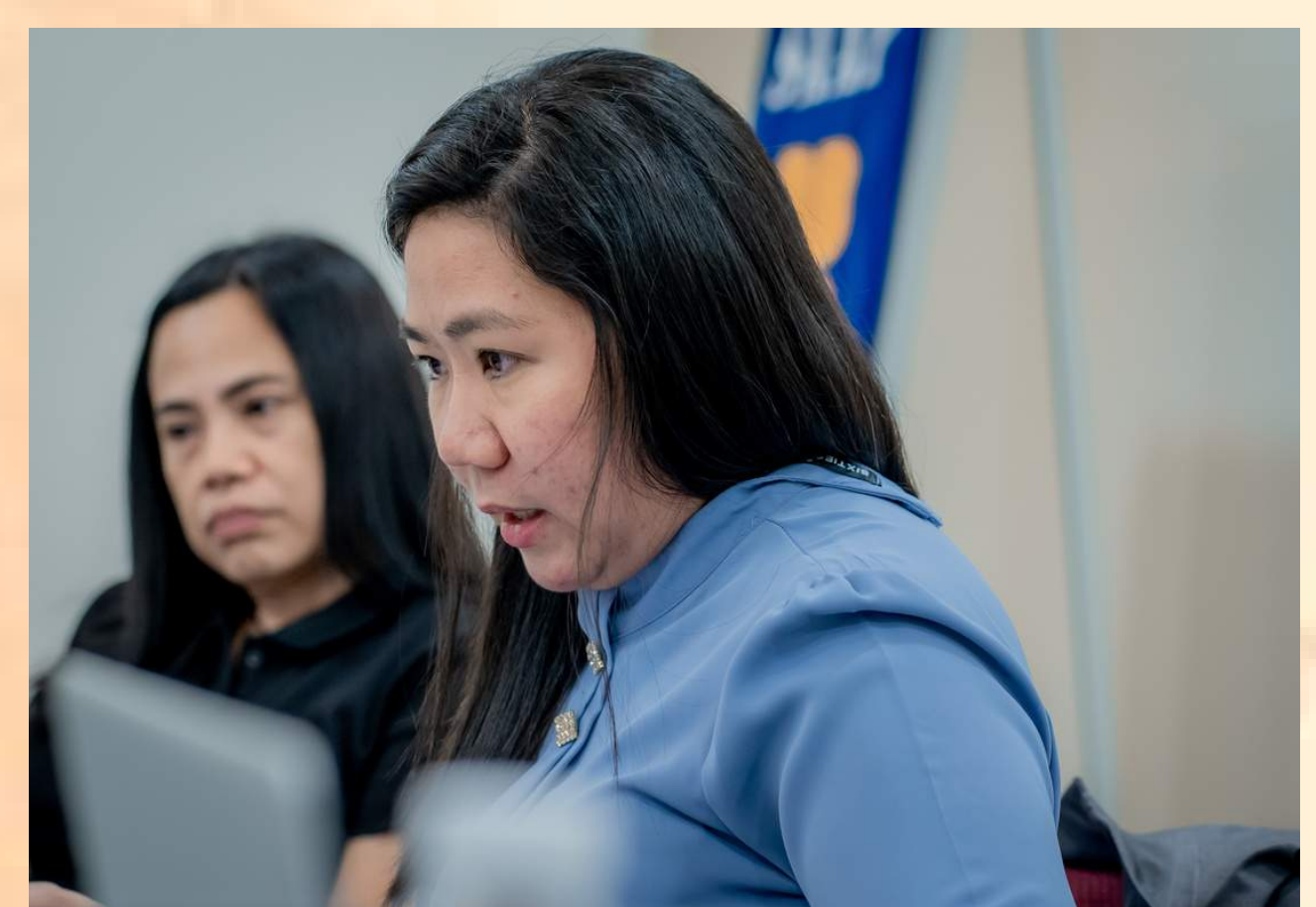
28 August 2021 – The Emcee for the day was Ruth Ooi. It started with the 50th Anniversary Video Montage, followed by the President's Report, and then the Financial Reports.

An acknowledgement of appreciation was made to the Management Council and Committee Members 2020/2021 for all their efforts, before we proceeded to Election of Office Bearers and Internal Auditors 2021/2022.

Voting by SAAP members was required for the proposal whereby all members holding membership in 2021 to receive free subscription renewal for 2022. Majority voted for free subscription renewal.

We also discussed the future office space for SAAP after the successful collective sale of Maxwell House. This was led by Office Relocation Ad-Hoc Committee Chairman, Natalie Trixie Mok.

The next AGM will be held on 27 August 2022.



T-SHIRT DONATION

21 September 2021 - SAAP had a total of 52 orange T-shirts in excess which were unsold due to the size being too small to fit any of our members. They had been in storage for quite some time. During the AGM held in September 2021, the Council decided to write off these shirts from the accounts.

Advisor Teo Ser Cher suggested to donate these to a donation drive organised to send items to the less fortunate in Myanmar. President Sim Siew Gek had delivered these shirts to the said donation drive at Saraca Road. Children and teenagers should be able to fit into these shirts. We really hope that the shirts will be of benefit to those who are less fortunate.



NTUC ORDINARY DELEGATES' CONFERENCE 2021 (UA)

12 October 2021 - The National Trades Union Congress (NTUC) held a Ordinary Delegates' Conference (ODC) to review the progress made in helping NTUC members and workers since the last National Delegates' Conference (NDC) in 2019. Deputy Prime Minister Heng Swee Keat was the Guest-of-Honour for the Opening Session of ODC 2021.

Our President Sim Siew Gek and PR Chairman Nur Diyana Taha represented SAAP. Attendees sat in groups and the Conference was held via a virtual platform.

There were group discussions and a presentation session. It was an eye-opener experience to interact with leaders from other associations and industries. The pandemic had caused a negative impact in employment across industries, and we all hope that the situation will ease soon and that the employment rate will also improve in time.



NEW MEMBERS INAUGURATION

18 September 2021 – SAAP inaugurated three new members at our Maxwell House office.

The three new members were:

- (1) Abirami Thiyagarajan F1608
- (2) Teng Ley Peng F1609
- (3) Jacinda Lai F1610

President Sim Siew Gek welcomed the members and presented their name badges. Members then raised their hands and recited the SAAP pledge led by Ruth Ooi, Membership Chairman. Welcome gifts of T-shirts, clover pins and SAAP Constitution booklets were distributed to the members.

All three members have accepted a role in the Council and respective committees. We look forward to their contribution of time, efforts and talents in the years ahead.

It was a small group event due to the Covid-19 safety measurements allowed for an enclosed setting. The coming together of this small group was particularly meaningful as we carried out a serious and traditional pledge, getting together and yet observing social distancing rules and also the venue setting as we embrace the knowledge that Maxwell House would be a place of the past after the successful en bloc. We had video and photo taking captured by Vice President Grace Seow, which we shared at our next event, Management Council Installation in October.



MANAGEMENT COUNCIL 2021/2022 INSTALLATION

23 October 2021

MCI was conducted as a virtual event. It was a small group event due to the Covid-19 safety measures allowed for an enclosed setting. The emcee was Priscillia Soon.

A new member Steven Teh was inaugurated over zoom, followed by a pre-recording of an earlier inauguration ceremony for the 3 new members conducted physically at the Maxwell House office. Then there was a touching moment as a pre-recorded video of the official installation of the President and Management Council Members was shown. The recording was prepared by Secretariat team led by Maria Lorena Zulueta and her team.

However, we live streamed the delightful ceremonial cutting of the cake and lighting of candles. Membership Chairman Ruth Ooi and President Sim Siew Gek represented the new management council.

After the President's address, there was an exciting segment of Loyalty Award Presentation. Members who received the 30-years awards were Teo Ser Cher, Ellis Yeo Joyce Ng, Linda Lim and Linda Tan. Doreen Koh and Evelyn Liow received their 40-years award. The awards in the form of elegant crystal vases were delivered to each recipient homes or offices. A warm congratulations to all awardees for their loyalty and continued support throughout the many years that they had joined SAAP.

The next segment was the soft launch of SAAP 50th Anniversary Publication, presented by Patsy Tan, one of the committee members of this project. We invited Mr Etienne Ding, a Sport Scientist at AMP Lab to host a webinar on "Stay Healthy with Mobile Technology". It was an interactive webinar whereby the audience was taught on how to interpret the data collected by their mobile devices. It was an enjoyable afternoon indeed.

**Management Council 2021/2022
Installation Ceremony cum Webinar via ZOOM
23 October 2021,
Saturday, 2.30-4.30pm**

Programme

(Login at 2.10pm)

2.10pm :

- Honouring the Past, Celebrating the Present, Inspiring the Future
- Inauguration of new members

2.30pm :

- Management Council 2021/2022 Installation ceremony
- SAAP Loyalty Award

3.00pm :

- Launch of SAAP 50th Anniversary Publication

3.15pm :

- Webinar : Stay Healthy with mobile technology

**Etienne Ding ,
Exercise
Physiologist +
Sport Scientist,
AMP Lab**

- To achieve your health / fitness needs through technology
- To understand health data collected by wearables.

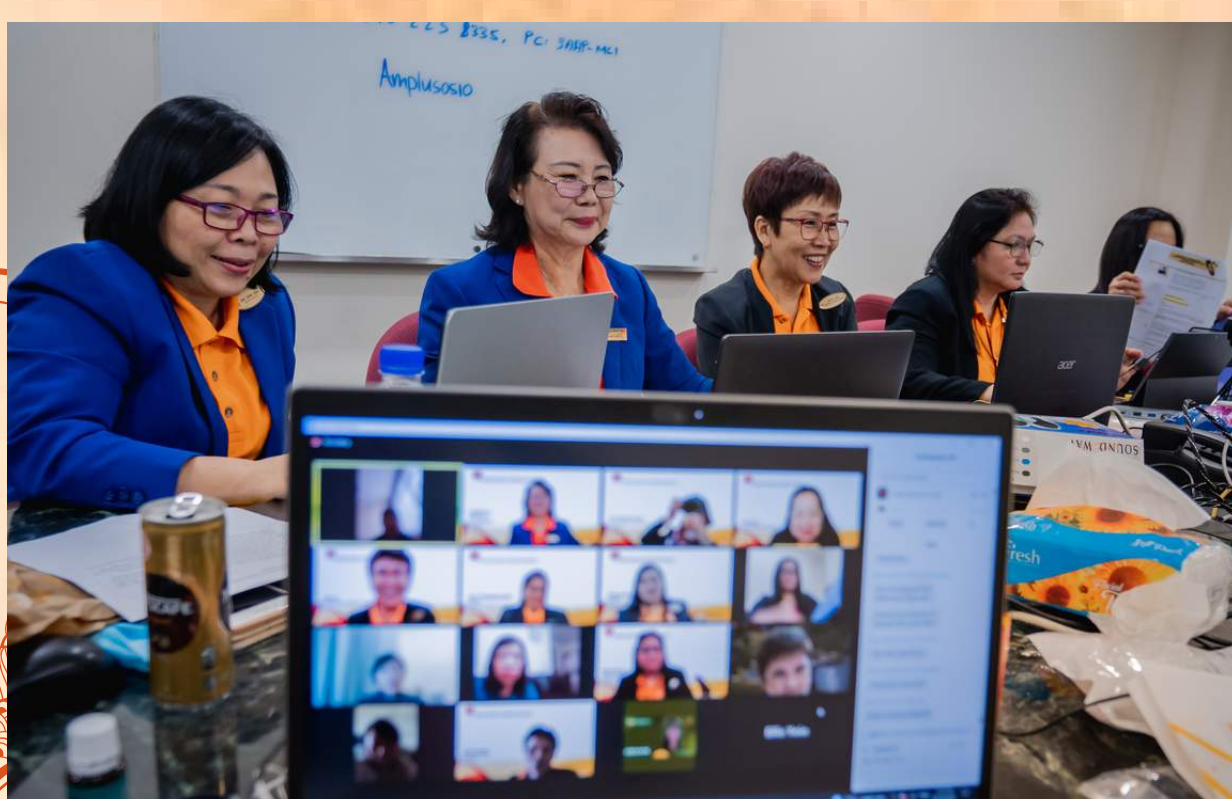
Virtual Attendance :
Member: \$5 | Non-member: \$8
Paynow to SAAP UEN No S71SS0058A
or via Internet banking
Indicate your membership # or
screenshot your payment to 96547641

To Register :
<https://forms.gle/Jgah7k6bweUSZc5R7>

Closing Date for Registration : 20 October 2021

63237523 admin@saap.org.sg

Singapore Association of Administrative Professionals



MANAGEMENT COUNCIL 2021/2022



Singapore Association of Administrative Professionals

MANAGEMENT COUNCIL 2021/2022



SIM SIEW GEK
President



GRACE SEOW
Vice President



MARIA LORENA ZULUETA
Honorary Secretary



MINERVA UGOT
Asst Hon Secretary



EDNALYN JACOB
Asst Hon Secretary



JENNIFER CHANG
Honorary Treasurer



ABIRAMI THIYAGARAJAN
Asst Hon Treasurer



RUTH OOI
Membership Chairman



NUR DIYANA BINTE TAHA
Public Relations Chairman



TENG LEY PENG
Programmes Chairman

Let us welcome our new Management Council for 2021/2022.

President : Sim Siew Gek

Vice President : Grace Seow

Honorary Secretary : Maria Lorena Zulueta

Assistant Honorary Secretary : Minerva Ugot

Assistant Honorary Secretary : Ednallyn Jacobe

Honorary Treasurer : Jennifer Chang

Assistant Honorary Treasurer : Abirami Thiyagarajan

Membership Chairman : Ruth Ooi

Public Relations Chairman : Nur Diyana Taha

Programmes Chairman : Teng Ley Peng

Abirami Thiyagarajan and Teng Ley Peng had recently joined SAAP in 2021.

Welcome to **SAAP** and thank you for taking up the new roles and responsibilities.

SAAP LOYALTY AWARDEES

23 October 2021



Singapore Association of Administrative Professionals

PRESENTATION OF SLA
40 YEARS RECIPIENTS



DOREEN KOH



EVELYN LIOW

40 YEARS





Singapore Association of Administrative Professionals

PRESENTATION OF SLA
30 YEARS RECIPIENTS



TEO SER CHER



ELLIS YEO



JOYCE NG



LINDA LIM



LINDA TAN

30 YEARS



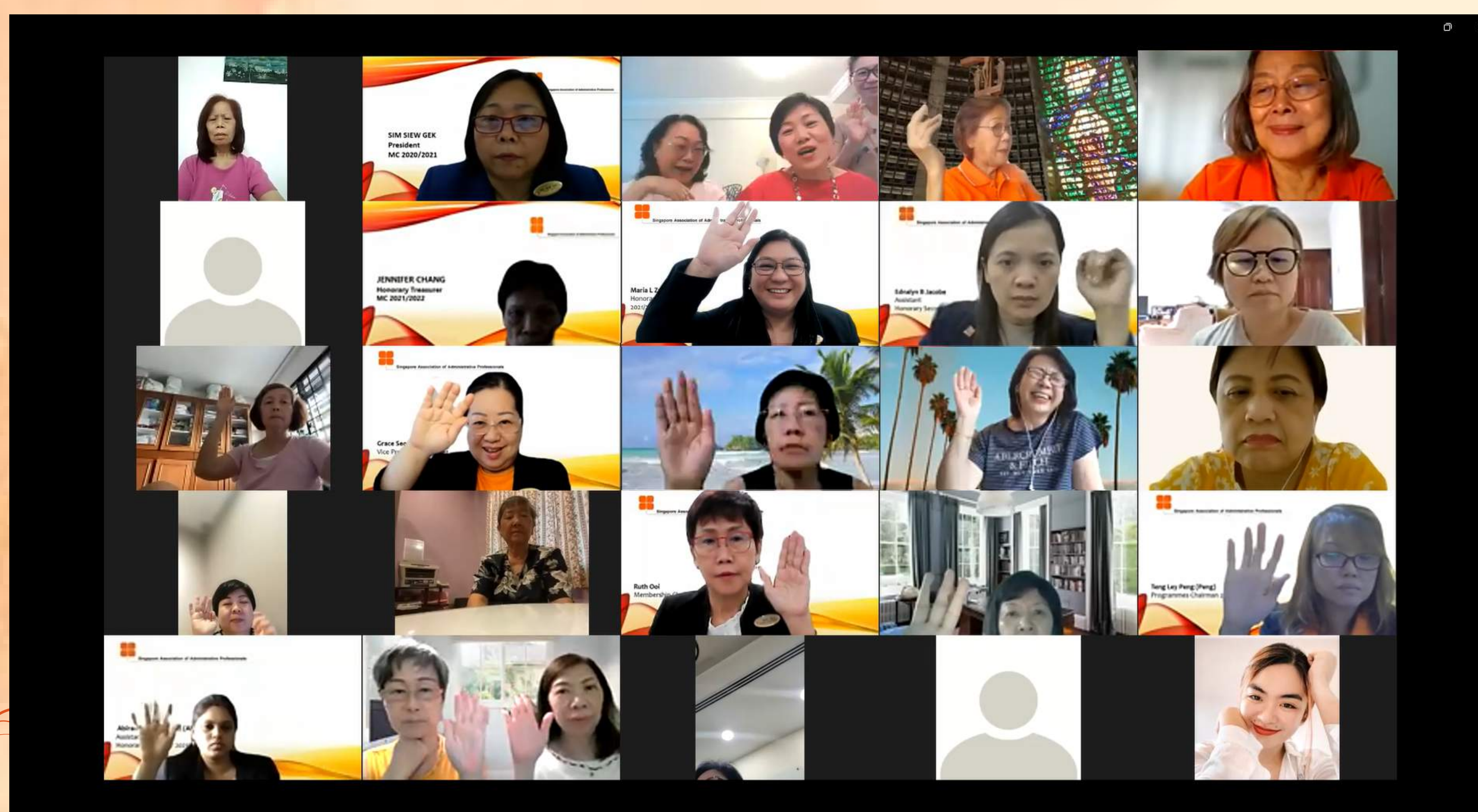
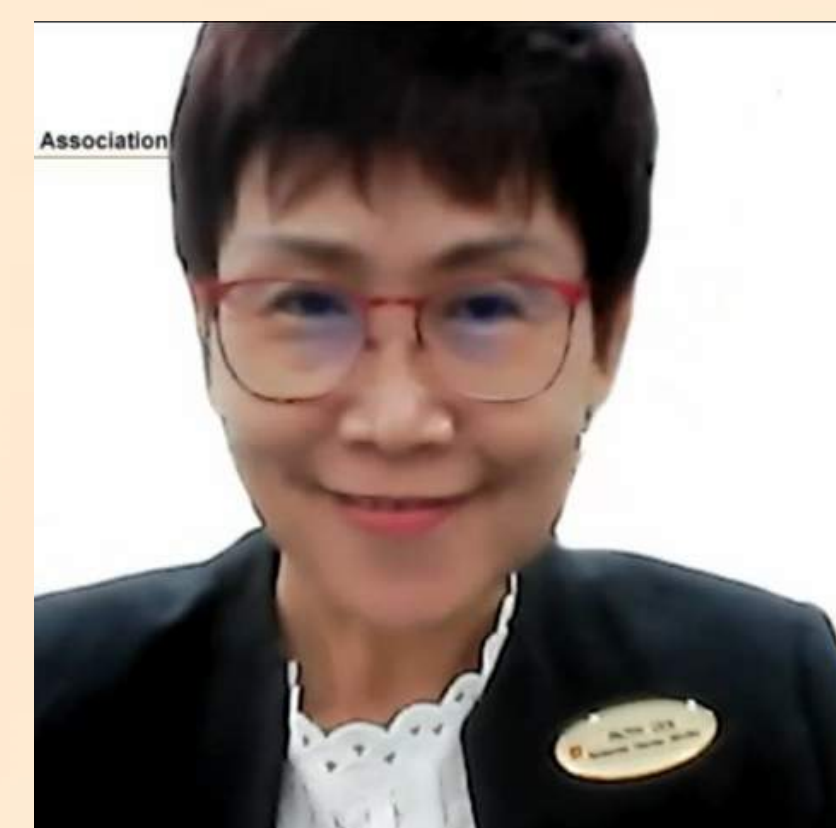
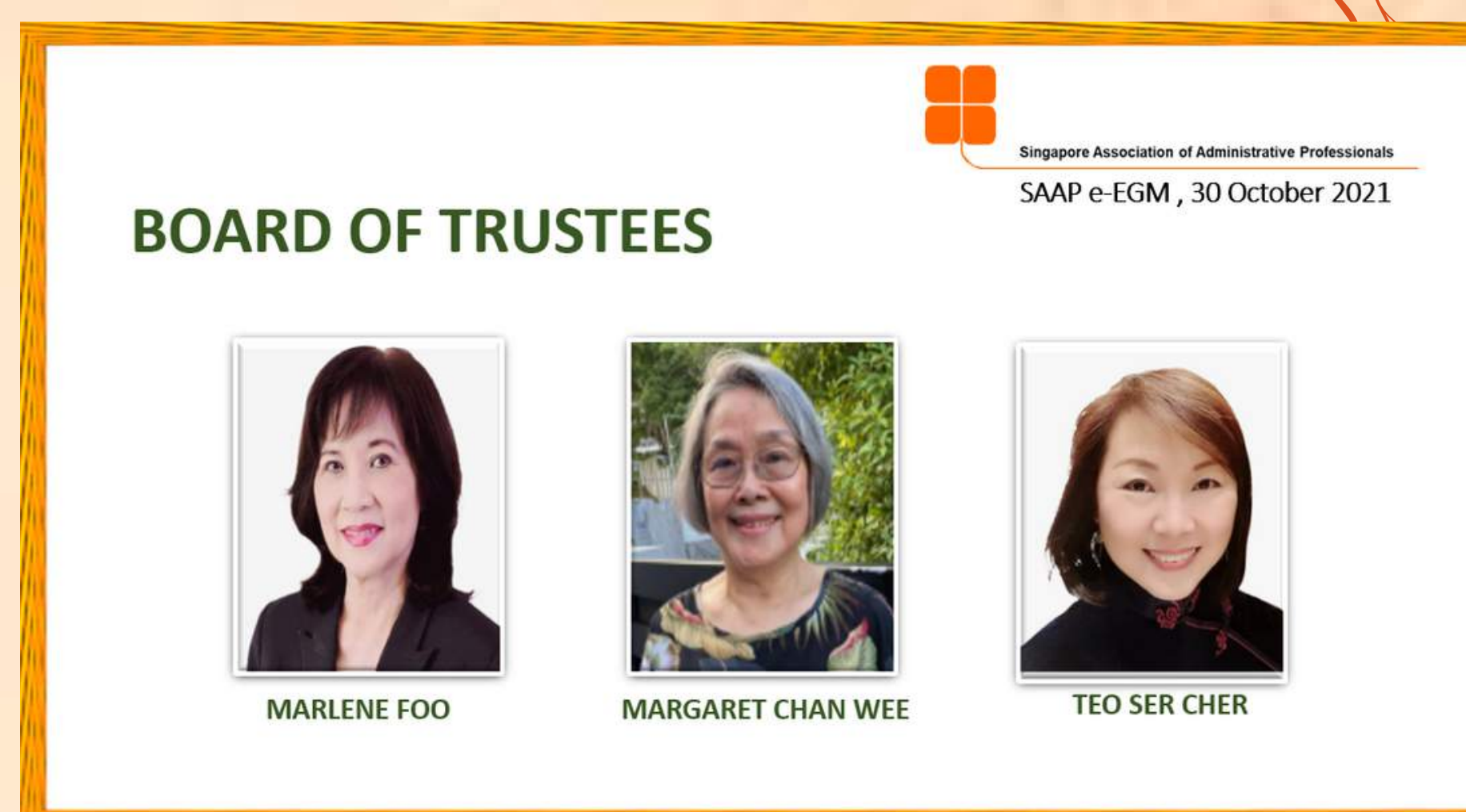
EXTRAORDINARY GENERAL MEETING (e-EGM)

On 30 October 2021, SAAP Management Council held a virtual e-EGM attended by both voting and non-voting members. Two Resolutions were passed.

The first Resolution was to decide on the Office Relocation, after the sale of Maxwell House office.

The second, was to decide on the administration of proceeds of the collective sale.

The President gave an acknowledgement of thanks to the Board of Trustees, and the Office Relocation Ad-Hoc Committee. She also thanked the Management Council particularly the Secretariat team, registration In-charge and the emcee for their time and outstanding efforts in setting up and co-ordinating the e-EGM.



CHILDREN'S WISHING WELL

Apart from making a difference in the lives of the young ones, in **SAAP**, we believe that volunteering also brings a fresh perspective to the volunteers themselves, when they spend time giving back to society.

Special shoutout to all Sponsors and Volunteers for making time for the FRESH session at both Bukit Merah and Clementi Centre. We would like to say a big **THANK YOU**, for not only came forth spending your Friday afternoon with the children, meticulously guiding them on nutrition, budgeting and decision making but also brought huge smiles to the children faces.

Singapore is a rich country but there are still many children being left behind by circumstances which are beyond their control. We can only do our best to empower and support them in their journey.

Children's Wishing Well is a non-profit organisation and registered charity which was founded in 2002. They provide a broad range of services for children and youth from low-income families nationwide. CWW services support their current educational and daily living needs, and equip them with skills for their future, so as to build a strong foundation for them to contribute as useful members of society.

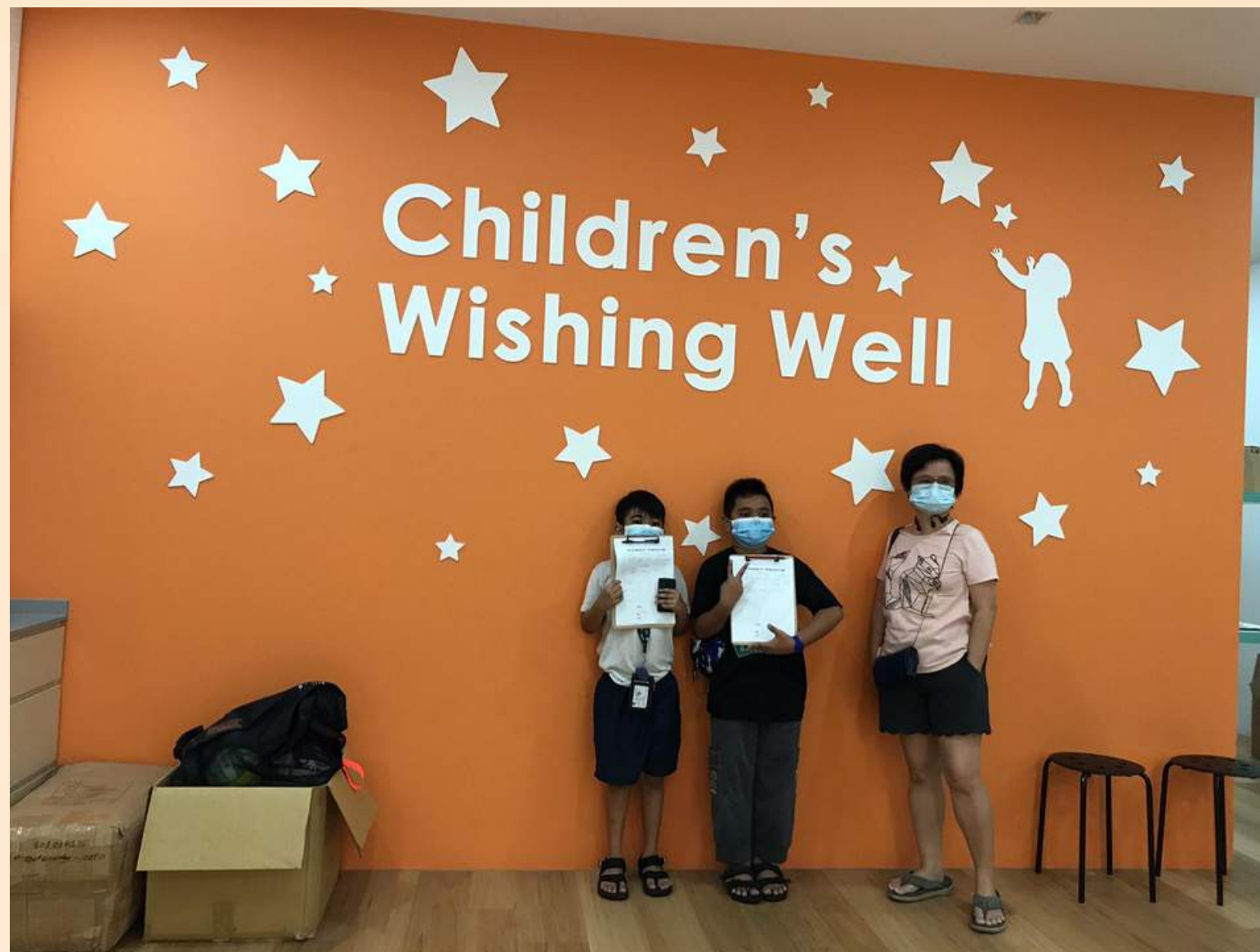
Friday 5 November, 12 November and 19 November 2020 is definitely an afternoon to remember! 14 Sponsors and Volunteers from **SAAP** geared up to take children for supermarket shopping trip, groceries for Families-FRESH session, a program the children always look forward to.

It was indeed heart warming to see volunteers from all walks of life, from all ages and stages in life coming together for a greater cause. The Volunteers put in their best effort offering much advice and guidance to the children in the choices of food items to be purchased, and at the same time, ensuring the children kept to their budget of \$30 each.

BIG Thank You to our Volunteers for spending your afternoon with the children and appreciate your patience with the extremely energetic children, not to mention the friendliness and warmth shown towards them as well. There is no such thing as a small act of kindness. Every act creates a ripple with no logical end.

If you are thinking about volunteering, don't hesitate and take the first step to offer help.

CHILDREN'S WISHING WELL PICTURES



Children's Wishing Well



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#administrative #professionals #secretaries**