

UNIFEM SINGAPORE



Singapore

FOUR FRUITFUL YEARS

Four-Year Report on UNIFEM Singapore

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EXECUTIVE SUMMARY

UNIFEM SINGAPORE a national committee of the United Nations Development Fund for Women (UNIFEM), with its headquarters in New York, was established as a society in January 1998.

Our mission is to enhance the rights, opportunities and capacities of women in developing countries by providing **Health, Education, Livelihood and Poverty** eradication programmes. We **HELP** by providing them with sustainable means of improving themselves and not just by giving handouts.

Through economic empowerment of women and families, promotion of leadership and good governance for women as well as promotion of human rights for women and freedom from violence we will be able to reach our objective – Empowering Women, Enabling Communities.

In order to help us achieve our mission we at UNIFEM Singapore perform fundraising, membership drives, project management and advocacy work.

We carry out fundraising activities to support our projects, advocacy work and operations. We have four main sources of funds – public donors, events, static collection boxes at point-of-sales and the UOB UNIFEM Global FUND.

The UOB UNIFEM Global FUND is a unique way of fundraising. Accounting for 56% of our funds for 2001- mid 2002. It is an ethical fund that supports women-friendly organisations. Investors enjoy the same amount of returns while investing in these women friendly organisations.

Funds raised support development projects we carry out in the region. We undertake projects that empower women and children in Asia in the areas of

health, education, livelihoods and poverty eradication. These growth-focused projects are community based and oriented towards women and children (particularly girls). As to date we have come up with effective management of projects in; Thailand, Nepal, Indonesia and Vietnam.

Besides developmental project works we also carry out advocacy work. To raise awareness to women-issues we utilise e-mails, web-site, print media in terms of brochure, national newspaper, posters, postcards and we also give talks to schools and participate in national and regional conferences. We also work hand in hand with other local women NGO's.

Members are support pillars of the organisation. Our members help us in awareness raising activities. They too are often called upon when we require volunteers or for fund-raising events.

In order to ensure the effective and efficient running of the office we have a twelve member Executive Committee that charts the direction and makes executive decisions in all aspects of UNIFEM Singapore.

We at UNIFEM Singapore are set to move forward and extend our help to more regions and reach out to more people.

1. INTRODUCTION

UNIFEM SINGAPORE was established as a society in January 1998. The organisation functions as a National Committee of the United Nations Development Fund for Women (UNIFEM), headquartered in New York.

Since its conception, UNIFEM Singapore has been actively involved in helping many women in the region to improve their lives by increasing access to education, health and economic empowerment. The strategy was to leverage Singapore's resources and expertise as a regional technological, financial, health and education centre to carry out our activities in the developing countries in the region.

1.1 Mission

The mission of UNIFEM is to enhance the rights, opportunities and capacities of women in developing countries through:-

- Economic Empowerment Programmes – to enable women to develop business and entrepreneurial skills to access local, national and global markets. Projects also assist women to gain access to finance, technology and information.
- Governance and Leadership Programmes – to give women a voice and visibility by encouraging their leadership in decision making processes that shape their lives.
- Conflict Area Programmes – to provide services for women violated during war and armed conflict. The projects also promote the role of women in peace building.
- The UNIFEM Trust Fund to Support Actions to Eliminate Violence Against Women. The Trust supports projects in the areas including HIV/AIDS, female infanticide, trafficking, forced prostitution, domestic violence, sexual abuse and rape.

1.2 Objectives

UNIFEM Singapore helps women living in poverty in the developing world to better themselves. We provide these women not with hand-outs but with investments for a lifetime through education, skills development, access to funds, opportunities and resources to empower themselves and their family. We strategically focus on the core areas of HELP – **H**ealth, **E**ducation, **L**ivelihoods and **P**overty Eradication.

1.3 Vision

“EMPOWERING WOMEN, ENABLING COMMUNITIES”

We envision UNIFEM Singapore as being a professional charitable organisation embarking on development projects and works in the region to help women and girls empower themselves and their communities. To attain our vision, we have planned our growth in phases, and to date we have achieved the benchmark we set ourselves.

1.3.1 Phase I

In the first phase of operations (Jan 1998 – Dec 1999), UNIFEM’s resources consisted of an executive committee of twelve members. The executive committee, all consisting of volunteers, was responsible for the set-up of the organisation, advocacy and public awareness, and the selection and funding of support the initial development projects. Working with a local liaison organisation and a Singaporean group of doctors, dentists and nurses, we responded to identified medical needs from neighbouring Bintan, in the Riau Archipelago, and participated in general community development projects.

1.3.2 Phase II

In the next phase (Jan 2000 – Dec 2001), we became more pro-active in the selection and consideration of projects within the core areas of HELP. The following are the key elements of the strategic direction of the second phase:

- i. To focus on women-centred development – with regard not only to recipients of funding projects, but also to partner organisations and networks
- ii. To focus on projects in the countries of Indonesia, Myanmar, Indochina, East Timor and Nepal
- iii. To pro-actively build long-term relationships with partners in these countries for long-term mutual benefit. These partnerships would form the basis for project planning and management.
- iv. To increase participation in regional advocacy work.
- v. To implement revenue-generating projects, to increase the ability of UNIFEM Singapore to participate in development projects, and to meet its increased operational resources.

In phase II, the operational resources were augmented to meet the increased commitment and involvement in projects. We rented a modest office space, and an administrator was hired to be responsible for the daily management of the organisation, as well as general co-ordination of projects.

Key operational management structures were put in place including:

- i. Standard administrative operating procedures
- ii. Guidelines and Principles for project selection and evaluation
- iii. 4 sub-committees within the Executive Committee to address 1. Projects, 2. Fundraising, 3. Advocacy, 4. UOB Fund

1.3.3 Phase III

The third phase (2002-2005) will see us becoming a more professional organisation, with a set of key administrative and management structures in place, as well as a more focused strategic work plan for the next three years. Phase III will build on the increased resource capacity that we have developed in the second phase, and see greater participation and involvement in projects. A strategic direction on thematic lines will be adopted, to focus the organisation's

work and involvement in projects and programmes. In addition, greater emphasis will be placed on advocacy and education in order to raise awareness and understanding regarding the key issues and problems facing women in developing countries. To progress and to stabilise the financial setting, significant attention will be directed at developing fund-raising, and income-generating programmes. (Our plans will be highlighted in the different sections in this report.)

1.4 Strategies

To attain our objectives and vision, our activities centre around four main areas:

- i. Fundraising – Raising funds from a variety of sources to enable us to carry out our operations and projects. (Further details in Section 2)
- ii. Projects – Our projects are developmental projects aimed at solving the problem at the root instead of just temporary solutions. (Further details in Section 3)
- iii. Membership – Our support comes from our members; therefore, gaining their support advances our cause. They assist in spreading our message and participating in our activities. (Further details in Section 4)
- iv. Advocacy – We carry out advocacy work through print and lectures to make the public conscious of our cause. (Further details in Section 5)

Our strategy of progress is in-line with UNIFEM NY's expectation of a national committee:

- i. Raising financial resources to conduct multi-faceted fundraising, communications and outreach programmes.

- ii. Increase the active support and interest of the public and its Government to the important leadership roles of women in the economic and social progress of developing countries in general; and, in particular, to UNIFEM's work to advance gender equality and women's human rights.
- iii. Disseminating UNIFEM's cause through publications and materials in national, regional and locally-based media.
- iv. Cooperate with other national organisations that share a common concern for meeting the needs of women in developing countries.

2. FUNDRAISING

Raising funds is one of the fundamental activities of UNIFEM Singapore. These funds are channelled to our operations and projects. Funds are derived from 4 major sources:

1. Public Donors – Ad-Hoc: Personal and corporate donors for specific projects
2. Events – Ad-Hoc: Fund-raising events
3. Static Collection Boxes – Regular: Donations boxes placed at Coffee Club Express cafes.
4. UOB UNIFEM Global FUND – Regular: One-third of the management fees of UOB-UNIFEM ethical fund.

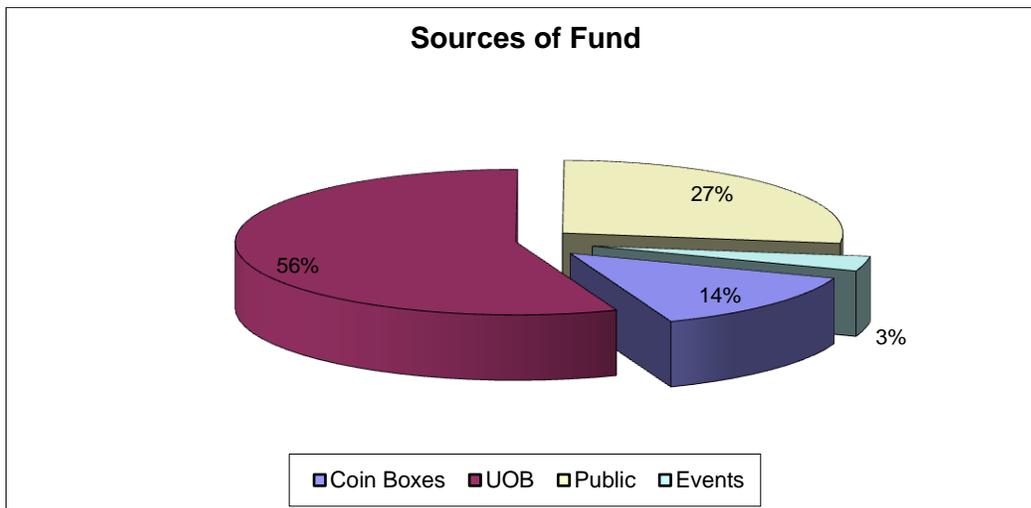


Chart 1

The distribution of funds collected between 2001-mid 2002 are as indicated in the Chart 1.

2.1 Public Donors

Public donors consisting of philanthropic foundations and individual donors account for a considerable proportion of donations received. Donors of this nature frequently donate with a specific cause in mind; thus to ensure that we fulfil their wishes their money is always committed to the project they have chosen.

Donations are sought out through word-of-mouth, networking and Executive Committee's contact or from media coverage such as the national newspaper.

2.2 Events

Fundraising events are often held in partnership with another organisation or school. Fundraising events held are as listed:

- i. Wild Rice Charity Gala Evening 6 November 2001
Amount Raised - \$3,635.00
Wild Rice Ltd produced a comedy play called "Blithe Spirit" and dedicated 70% of their takings to us.

- ii. Earthstar Holistic 22 November 1999
Amount Raised - \$654.
Jewellery show with funds deriving from a percentage of the sales of Indonesian jewellery and entry ticket sales.

- iii. NTU/NUS ASEAN Student Action Project 24 September 1999
Amount Raised - \$4,115.99
Collection of used goods from houses in Tanah Merah and Bukit Timah.

- iv. SEAGEP 18 January 2001
Amount Raised - \$5,840.00
Technical Resource Fund for Medical Mission to Thai-Burmese Border.

- v. An Assembly of Taste – In Progress

Milestone-Millennium Press Pte Ltd. (A publication for charity) October 2000

Percentage of book sales. Still in progress.

- vi. Culture of Peace – Art 23 May 2000
15% of the sales of paintings.

- vii. Scandinavian Women’s Association 3 May 2000
Amount Raised - \$315.00
Dr Soin was invited as Guest-Of-Honour so the committee decided to donate some of the amount to UNIFEM.

- viii. The Red Violin (Movie Premier) 13 January 2000
Canadian High Commission
Amount Raised - \$12,527.79
Fund-raising screening of “The Red Violin” organised by the Canadian High Commission. Funds derived from sales of tickets as well as corporate donations. Proceeds was distributed 50/50 to AWARE and UNIFEM.

- ix. 1999 Christmas Charity Drive December 1999
Mount Elizabeth Hospital
Amount Raised - \$18,490.00
Funds derived from staff of Mount Elizabeth during their Christmas Charity Drive.

- x. Anglo-Chinese Primary School Food and Fun Fair 4 November 1999
Amount Raised - \$14,699.45
Proceeds from a school food and fun fair were donated to UNIFEM Singapore.

- xi. Proceeds from Sales of Northern Thailand Products September
1999
Amount Raised - \$229.00
- xii. Fund - Raising Dinner
Amount Raised - \$22,001
This was planned for 11th January 2002. However in December 2001 we decided to postpone the event due to lukewarm response to the sale of tickets in view of the adverse economic climate. Nevertheless we managed to raise \$22,001 from donors who gave generously in spite of the cancellation of the event.
- xiii. Film Premier January
2000
Amount Raised - \$1,330
Proceeds from the film premier of Mr Djinn Ong of Vacant Films produced "Return to Pontianak"
- xiv. DOW Pacific Chemicals Women Network December 2002
Amount Raised - \$3,000
Proceeds from sale of goods made by the women committee at DOW Pacific. Money raised were donated to us along with unsold goods.

All our fundraising events have been held in conjunction with organisations or schools, and we adhere to the strict practice of ensuring that the events do not contradict UNIFEM's principles.

In past years companies and schools have approached us to carry out these fundraising events; however, we plan to take a proactive role in the future.

2.3 Static Collection Boxes

Since December 2000 Coffee Club Express, a local island-wide café has given us permission to place our coin boxes at their outlets. We were allocated strategic locations, on payment counters, to place the donation boxes. Members of the public can drop their change in the boxes and pick up our brochures placed in a compartment of the donation boxes.

Currently we have our donation boxes at eight outlets. Twice a month, two volunteers empty the boxes and refill the brochures. Given their tenure, these members are also given the responsibility to deposit in the money into our bank account.

Due to the minimal involvement of the Coffee Club Express staff, the relationship between Coffee Club Express and ourselves has developed into that of close working partnership. We are currently jointly planning a fund-raising event. Also they are allowing us more exposure space by allowing us to place our posters on their walls.

The donation boxes are highly effective. A considerable sum of money is collected as of 2001 and mid 2002 as indicated in Chart 2.

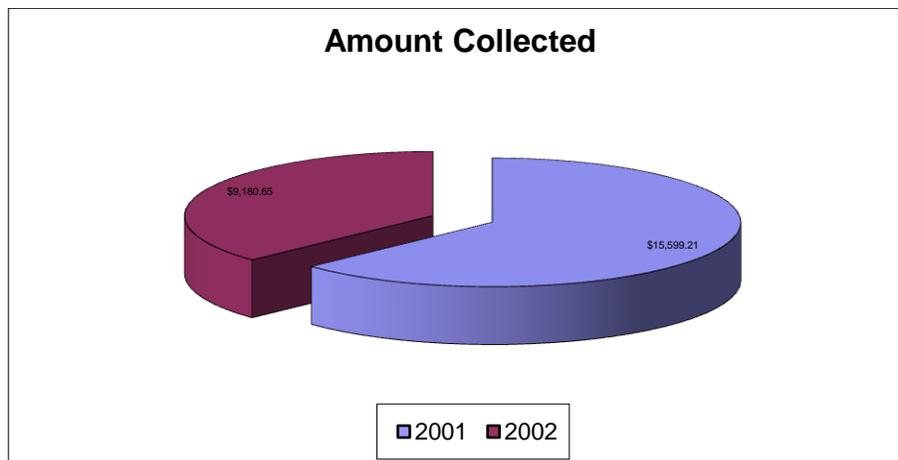


Chart 2

This is not only an effective tool in raising funds but also generates new members. About a third of our current members joined after seeing the brochures at Coffee Club Express.

A standard operating procedure for the donation boxes can be found in APPENDIX I. There are also plans to expand the donation boxes to other cafes and retail outlets.

3. UNITED GLOBAL UNIFEM SINGAPORE FUND

3.1 Introduction

A constant source of income and accounting for fifty-six percent of our funds for 2001-mid 2002 is the United Global UNIFEM Singapore Fund. On November 11 1999 the United Nations Development Fund for Women (UNIFEM) Singapore Chapter and UOBAM jointly launched a new unit trust called the United Global UNIFEM Singapore Fund.

One-third of United Overseas Bank Asset Management (UOBAM) annual management fees are given to us. The management fee serves as a good source of income for us, it also educates and promotes companies to practice ethical conduct and to provide equal opportunities for women in the workplace.

3.2 UOB Asset Management (UOBAM)

UOBAM is the fund management firm and is the wholly owned subsidiary of United Overseas Bank (UOB) Group. Established in 1986, UOBAM currently manages assets worth about \$3.0 billion in clients' funds. It is the largest united trust fund manager in Singapore, in terms of assets under management which recently crossed the S\$1 billion mark.

UOBAM offers investment management expertise to institutions, corporations and individuals, through customised portfolio management services and unit trusts. Currently the company manages 22 unit trusts with total assets worth \$1.1 billion. It was because of UOB extensive experience with unit trusts, that we decided to partner with them to launch the ethical fund.

3.3 Ethical Fund

Ethical funds invest only in companies that strive to attain a certain standard of ethics, such as demonstrating progressing industrial relations to living up to environmental and other social responsibilities.

Ethical investments (sometimes referred to as 'green', 'socially responsible' or 'conscience' investments) come from the desire to ensure that one's investments are working in the same direction as one's ethics.

3.4 UOB Global UNIFEM Singapore Fund

The UOB Global UNIFEM fund is an ethical fund that aims to achieve long-term capital appreciation by investing globally in companies that not only have excellent investment potential, but also more importantly demonstrated responsibility in its policies towards women.

Investors of the Fund will enjoy the same potential returns as any global equity fund, while at the same time contributing to UNIFEM and helping the economic capacity of women and families in the region's developing countries.

This is an innovative way of fund raising, because people are not asked to just make a donation. Instead they are encouraged to invest, and by doing so they will also be helping others.

3.5 Effective Funds

The Fund was set up to:

- i. Invest in companies, which show a commitment to the empowerment of women in any part of the world, thus encouraging companies to be women friendly and advocating equal opportunities for women in the workplace,
- ii. Give women a meaningful avenue to channel their savings for long term capital growth,

- iii. Enable every woman to participate in the UNIFEM agenda by participating in the fund,
- iv. Fund our projects through accumulation of management fees.

3.6 Investment Policy

For the purposes of such investment policy, the Managers will avoid investing in companies, which have not shown a 'commitment' to the empowerment of women. Lack of commitment may be measured by the company failing to adopt any one or more of the following yardsticks that are not exhaustive and may include any other similar yardsticks as determined by the Managers:

- i. Significant female representation at the board level of the company
- ii. women-friendly hiring and promotion programmes at the company
- iii. pro-maternity and/or adoption benefits at the company
- iv. formal statements by the company affirming comparable pay for comparable work between men and women
- v. on-site or subsidised child-care programmes for employees' children
- vi. mentoring programmes for women staff
- vii. manufacture or making of products or services of benefit to women.

We establish UNIFEM Advisory Committee for the purpose of guiding the Managers in making determinations relating to companies failing to be committed to the empowerment of women:

- i. To provide to the managers semi-annually a list of companies that have failed to adopt any one or more of the relevant yardsticks and
- ii. To carry out an audit on a semi-annual basis that the Managers have not invested in companies listed on the current negative list.

In the event that a company on the negative list is found to be among the investments, UOBAM shall take appropriate action to cease investment in the company.

3.7 Fund Subscription Details

Investors can buy into the United Global UNIFEM Singapore Fund with an initial investment of as little as S\$500 and subsequent investments of the same amount.

Alternatively, one may choose to invest via the UOBAM Regular Savings Plan, which requires monthly investments in multiples of S\$100, after the minimum initial investment of S\$500.

3.8 Investments

To date, the ten top companies invested in (to date), are:

- United Overseas Bank,
- Tyco International,
- Electronic Data System,
- SBC Communications Inc,
- Cheil Communication,
- Kimberly-Clark Corp,
- ChevronTexaco Corp,
- Pfizer Inc,
- ING Groep NV,
- PepsiCo Inc KT Corp,
- Aventis SA,
- DBS Group Holdings Ltd,
- Exxon Mobil Corp
- Beckman Coulter Inc.

Sector/Geo Allocation –

- Banks 15.42,
- Telecommunications 13.08,
- Oil& Gas 5.89,
- Pharmaceuticals 5.37,
- Miscellaneous Manufacturer 5.04,
- Diversified Finance Service 4.70
- U.S 35.77,
- South Korea 10.14,
- Singapore 9.73,
- Hong Kong 7.17,
- France 6.70,
- Japan 5.57

3.9 Fund Performance

As to date the fund performance is as indicated in the chart below:



(Source: Bloomberg)

The Fund was at the mercy of the world equity market, which for the most of 2001 was dismal. Post September 11, a good recovery in equity markets was

recorded, in particular in Asian markets. This resulted in the UNIFEM Fund to under perform in the first ten months of 2001, and out perform in the last two months of 2001, since it is more heavily invested in Asia. The unit price went to a low of about S\$0.60 before rebounding to end the year at S\$0.68. The first quarter of this year have seen the fund increasing in price and climbing.

On a comparative basis, the UNIFEM fund continued to be well-ranked against other (non-SRI) global equity unit trusts registered in Singapore. As at early April, the fund was ranked second out of twenty-two funds on a three month basis, and eleventh on a twelve month basis.

No marketing effort was embarked upon for the fund as the investor sentiment stayed poor throughout the year 2001.

A second survey of Asian companies was sent out in the third quarter of 2001.

4. PROJECTS

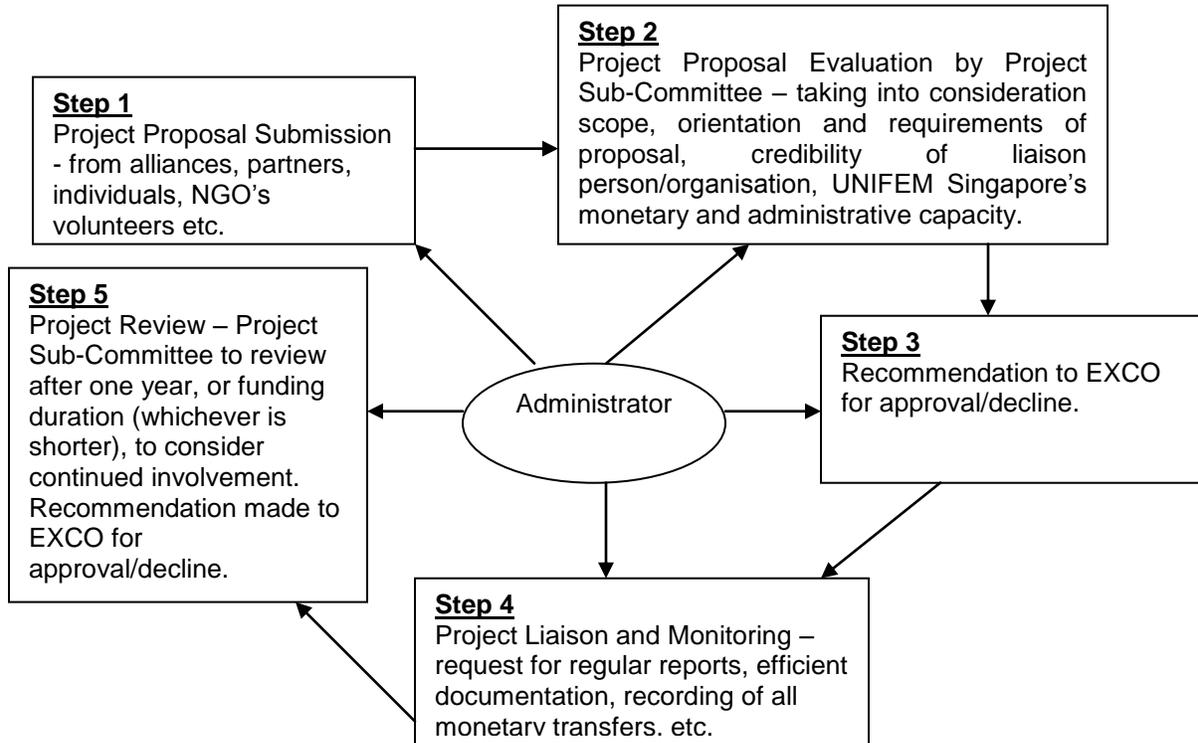
4.1 Project Policies

Funds raised support development projects we carry out in the region. We undertake projects that empower women and children in Asia in the areas of health, education, livelihoods and poverty eradication. These growth-focused projects are community based and oriented towards women and children (particularly girls).

We do not believe in giving hand-outs as they only provide short relief, we invest in the individual's knowledge and experience so that she is able to create a self-sustainable means of improving herself. Investment takes many forms: education, be it in academic, rights awareness, skills such as sewing, farming and other empowering trades, and business know-how.

However, in consideration of the recent developments in the policies of UNIFEM NY, UNIFEM Singapore will only work on projects that have been approved by UNIFEM NY or from the list of project works provided by UNIFEM NY.

4.2 Project Management



Projects are managed by the Projects Sub-Committee, which meets on a regular basis to evaluate proposals, which are then submitted to the full Executive Committee for approval.

Upon approval, the Executive Committee looks into assessing/allocating the funds we are able to commit and the budget.

The administrator oversees the projects in terms of assisting the Project Sub-Committee in co-ordinating the different projects, liaising with project partners, and keeping the Project Sub-Committee updated on new developments.

4.3 Project Selection Strategy

To support and carry out UNIFEM's mission to enhance the rights, opportunities and capacities of women in developing countries, all our projects have to be:

- i. Women Focussed
- ii. Community-based
- iii. Growth-Oriented/Catalytic

Our projects and programmes are selected for their:

Sustainability – longer-term programmes (instead of ad-hoc projects), which make a sustained impact on the community, and which require relationship building between the parties involved. These programmes should eventually lead to self-sufficiency for the organisation/community concerned.

Scalability – programmes that lead to the development of other related projects, and have the potential to create more opportunities for the community.

Holistic Development Approach – taking into account the 'life cycle' of programmes – immediate, medium and long-term impact, budget and resource allocation and maximisation, clear objectives and deliverables, tangible benefits to communities and partnership with like-minded organisation to expand the reach and resources of programmes.

4.4 Asia-Focussed

Our projects address the needs and concerns of women and their families in the Asian region. We focus our efforts in this region because –

- i. The financial crisis intensified income disparities – The Asian financial crisis, which hit the region for nearly two years, swelled the ranks of the poor in South-East Asia by more than ten million to fifty-five million. The Asian crisis underscored the fact that Asia has a massive underclass, which has been untouched by the general rise in prosperity. (Asian Development Bank Study)

- ii. In order to raise funds in Singapore many of the donors need to see a connection to the application of their funds and see it more important to extend help to the region first.
- iii. Most Singaporeans are wealthy compared to our neighbours and this is a way to directly assist and also improve our foreign relations.
- iv. Development needs to target marginalized groups – To promote development, we have to strive for pro-poor growth and this includes income generation for the poor, particularly women and other traditionally excluded groups. (ADB Study)
- v. Feminised poverty is a growing problem – The gender division of labour and household responsibilities means that the burden of poverty falls most heavily on women according to the ADB study, and this explains why 2/3 of the poor are women.
- vi. Basic personal empowerment helps the poor reap the benefits of economic growth – ADB has concluded that access to basic education, health care, and other essential services as well as the reduction of intangibles such as powerlessness and the inability to take part in society are necessary to enable the poor to make use of the opportunities offered by economic growth.
- vii. There are more illiterate women - 31.3% of females as opposed to 17.6% of men in developing countries (World Bank Group).

4.5 Project Principles

- i. We work with local community organisations and trusted liaison partners, who serve as our bridge with various communities and projects we support;
- ii. We partner all worthy organisations, regardless of political, racial or religious affiliation;
- iii. We encourage participation of all stakeholders in determining the direction of the project;

- iv. We promote partnerships with clear, definable roles and responsibilities; and
- v. We establish clear goals that we can monitor, measure and evaluate.

4.6 Project Partners

Due to our limited capacity, and to maintain efficiency and expand capacity we work in collaboration with partner organisations to implement our projects. It is of key importance that we work with partners, alliances and networks that are credible, reliable, trust-worthy and aligned with our core interests and objectives.

The following are basic guidelines when evaluating and selecting appropriate and relevant partners to collaborate with us in our efforts:

- i. Our partners can be NGOs, individuals, schools, corporations, institutions, and other civic organisations, interested in being involved in or working with us on particular projects;
- ii. Our partners could leverage a project in progress to increase the latter's effectiveness;
- iii. Our partners should help create greater awareness and improve the effectiveness of our efforts;
- iv. Our partners can be liaison persons, or act as external auditors for our projects;
- v. Our partners can be organisations that we work directly with on specific projects;
- vi. EXCO has to vet all partners before commencing a collaboration with them, to ensure consistency of goals and alignment of intentions.

4.7 Projects

4.7.1 Karreni National Women's Organisation (KNWO) Animal Husbandry Pig Rearing Project

4.7.1.1 Project Description

The Karenni National Women's Organization (KNWO), formed on March 10, 1993 in the refugee camps in Thailand, aims to help and improve the lives of women and children. This project is for three camps in Mae Hong Son.

While some women work in schools and clinics in the refugee camps, many women have little education and no job. This project seeks to empower such women. The project will help them earn money for their families and become involved in a project that will help raise money for women's activities in the camps.

The project targets thirty families in three camps. Two pigs will be provided per family (total 60 pigs). Depending on efficiency, the aim is to sustain production for the initial families involved and raise enough income to extend the project to more families.

4.7.1.2 Project Objectives

To help create an income generating and sustainable livelihood for the refugee families and at the same time, help raise money for women's activities in the camp.

4.7.1.3 Operations

After our medical trip to Karenni KNWO approached us, with the proposal. After much consideration the project was approved on December 1999 and commenced on March 2000. The project would last for a year and was estimated to be completed by March 2001.

KNWO had requested for S\$3500.00:

- i. Manpower costs:
 - a. Project Manager = THB 500.00/month = THB 6,000.00/year
 - b. 3 Camp Managers = THB 100.00/monthx3 = THB 3,600/year
 - c. Vet = THB 300/month = THB 3,600/year

- ii. Capital Investment:
 - a. Purchase of 60 pigs @ THB 50 each = THB 3,000.00

- iii. Other costs:
 - a. Purchase of medicine for pigs = THB 3,000.00

A bulk of cost is for manpower, as they require:

- i. 1 Project Manager - to supervise the project in three camps, to be responsible for project implementation, to report to the KNWO committee on the project, to provide reports to the sponsors and to co-ordinate project activities.

- ii. 3 Camp Managers – to oversee project implementation within the camps, to manage day-to-day project tasks, to give advice to the families involved, to provide basic assistance in pig rearing and to co-ordinate with the Project Manager.

- iii. 1 Vet – to provide basic health care for the pigs and to oversee animal care by the women involved.

A refugee woman medic has received basic training for animal health and would be assigned to this project. Money is not needed for animal feed, as they would produce it from forest produce, papaya fruits, banana stems and rice water.

They initially requested sixty pigs for thirty families; however, we decided to give them 120 pigs to be distributed to sixty families.

KNWO had planned to purchase 120 piglets but eventually only purchased 119 of them. Money for one piglet was re-apportioned to help meet the transportation of piglets from the place of purchase to the camps. Most families were given a pair of male and female piglet as they cannot afford to feed more than 2 piglets. One excess piglet was donated back to KNWO for other women's projects.

4.7.1.4 Results

All 119 piglets are alive and in good health. There is a slight imbalance between the sex of the piglets due to the fact that they were purchased in litters and not individually. However, as far as possible, most families have been given both male and female piglets. When the piglets reach sexual maturity, some males will be rotated to ensure a higher chance of breeding.

The piglets were distributed in pairs to families in each of the three Karenni refugee camps. Camp 2 was given 51 piglets; Camp 3 was given 28 piglets and Camp 5 was given 40 piglets. In total fifty-nine women and families directly benefit from this project, which is twice the number originally projected. Most of the families involved cannot afford to feed more than two piglets, and so the Karenni National Women's Organisation has tried its best to involve more families in the project rather than to give more piglets to fewer families.

The project is well managed and the pigs have matured, mated and reproduced. Recently we received report that six pigs came down with skin disease and required treatment. The diseased pigs were isolated. The project management vets did not know how to deal with them and were advised by us to contact vets in the area. However, no vets could be found to help them in that area.

4.7.2 Karenni National Women's Organisation (KNWO) Midwives Training Project

4.6.7.1 Project Description

The project supports five women aged 18-25 undergoing training for health education, nursing and mid-wifery in Mae Sot, Thailand.

In the refugee camps of Thailand, Karenni women and children can get some medical attention through outside volunteers and kind individuals. They often have to travel out of the Karenni region, as these voluntary organisations cannot gain access into Karenni areas to provide the needed medical assistance for women and children there. Due to boarder issues many women and children cannot receive the medical attention needed on time.

A group of spirited young women in Karenni have contacted KNWO in the refugee camps to ask for help. We feel that we have to help these women and children inside Karenni and have contacted Dr Cynthia Maung (based in Mae Sot) to provide the medical training needed for a year. She has agreed.

These women would leave their home in Karenni areas to train with Dr Cynthia in Thailand. Post training, they would return to their home areas to help other women and children.

4.7.2.2 Project Objectives

Through the project, it is hoped that the women are trained in:

- Protection and prevention from complications during pregnancy and childbirth;
- Protection and prevention of women from STD including AIDS;
- Family planning and basic birth control;
- General knowledge in bringing up children;
- General sex education for women;

- Basic health education for women.

4.7.2.3 Operations

The EXCO members were keen on pursuing this project, as the completion of the project will contribute to the improvement of the health of women and children in Karenni.

There are some political sensitivities as the trainees will be moving in-out of Karenni areas, and as the intention is to help women within Karenni region, certain groups would not be pleased. However, we explicitly state that we will be apolitical with respect to awarding funds.

The project commenced on March 2000, with an estimated date-of-completion March 2001.

They had requested 112,000 Thai Bhat (US\$2971.00/S\$5062.00):

- i. Cost of travel and food to leave home areas and move to refugee camps = THB 1,500X5 persons = THB 7,500 in total
- ii. Immigration fees and motor boat travel expenses to Thailand = THB 1,500X5 persons = THB 7,500 in total
- iii. Fee payable to police for approval and documentation and food expenses for travel from Mae Hong Son to Mae Sot = THB 1,400x5 persons = THB 7,000 in total
- iv. Cost of food and accommodation and training cost per person = THB 1,500x5persons = THB 7,500 per month
= THB 7500x12 months = THB 90,000 in total.

S\$6000.00 was disbursed. The money was sent to Dr Carl Grundy Warr's (Liaison Partner, National University of Singapore) Thai account to be transmitted to Ah Mu Doe (Chairperson of KNWO). Money was received by Ah Mu Doe and was then passed to the women.

Although the proposal and budget was for five women, only three women were granted the money as the other two had insufficient knowledge of English, thus they could not be trained effectively.

Money for the rest is held over and upon review, we may allow KNWO to use it for continued training in the following six months. They have, however, requested that the leftover money be channelled towards their fish-rearing project. We reviewed the matter and decided to approve it.

4.7.2.4 Results

The women had to travel to Mae Sod to attend Nurse Training in Dr Cynthia Naung's clinic. They were taught both theory and practical. APPENDIX III details their curriculum and the certificate awarded to them.

At the end of the training period we received report that of the three women who were trained, only two managed to return safely and are practicing mid-wifery now. They have been practising their skills and teaching others too.

One woman went missing and it is suspected that she might have been picked up at the Thai Border.

4.7.3 Vietnam Sewing and Embroidery Project

4.7.3.1 Project Description

Due to the financial difficulties facing many Vietnamese families, many young girls are tempted to seek employment that may endanger their reputation and integrity. Responding to the needs of these girls this project seeks to help a group of Vietnamese girls to learn the marketable skills of tailoring and embroidery.

Upon attaining the skills, the girls will be given tasks, working in shops that produce materials for export and tourists. The sewing classes prepare and secure the ladies to gain employment in the shops in the city or towns.

4.7.3.2 Project Objectives

To provide skills training in sewing and embroidery to young girls and women so as to allow them the opportunity to earn money without having to resort to the sex trade.

4.7.3.3. Operations

We worked with Sister Marie Antonie Nguyen Thi Cung Phi from The Daughters of Charity of St. Vincent de Paul. The centre is in Ho Chi Min City, Vietnam and is dedicated to helping street children, orphans and handicapped persons as well as poor women. Our liaison in Singapore was Dr Wayne Hung (Nguyen Phu Hung) a lecturer at Nanyang Technological University (Singapore) who is in contact with Sister Marie Antonie Nguyen.

The project began in June 2000 and was completed twelve months later June 2001. They had requested for S\$6205.00:

Money was originally sent for ten girls however it ended up funding more students. The higher number of girls funded was because only 3 needed boarding and lodging.

4.7.3.4 Results

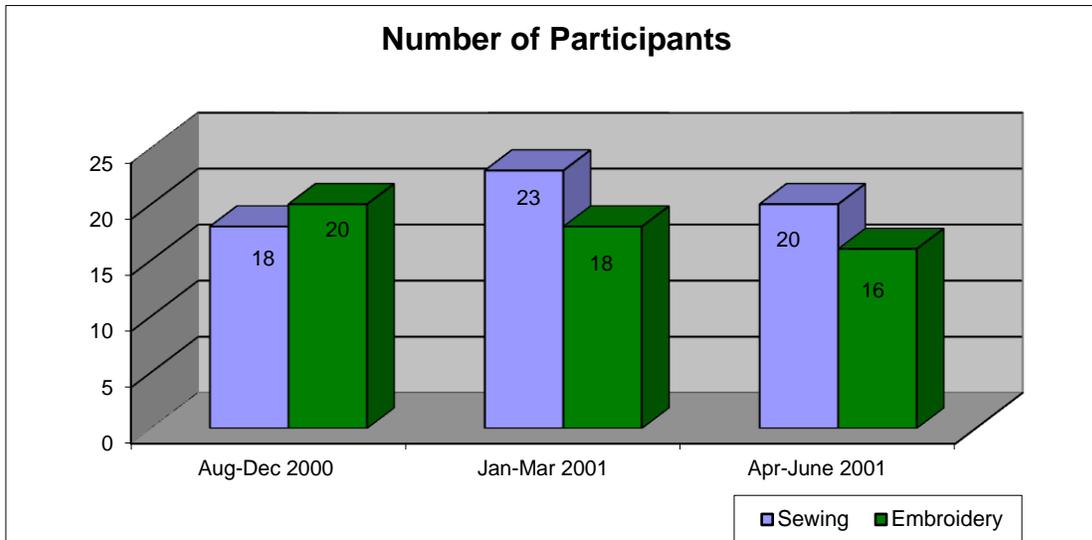


Chart 3

The money stretched far and we managed to fund an average of twenty students per class for the sewing classes and eighteen students for the embroidery classes (highlighted in Chart 3).

The results were encouraging as indicated in the Chart 4. A majority are employed and a portion is upgrading themselves.

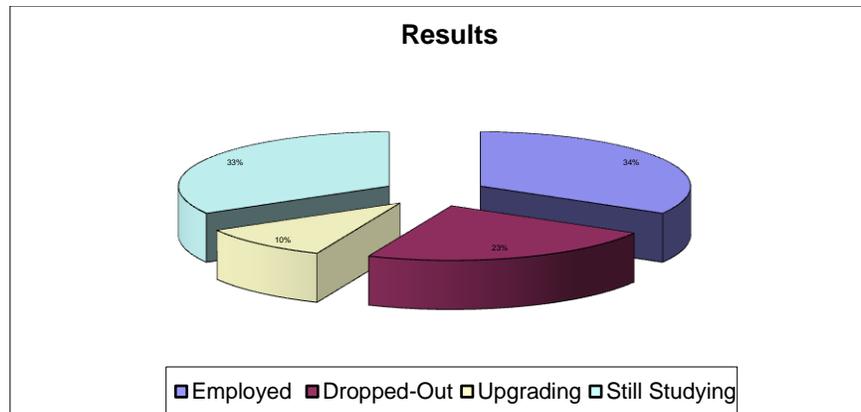


Chart 4

Upon completion of the classes UNIFEM Singapore reviewed the project to see if further funding was required. From reports of the liaison partner in Singapore and Chair of Project for UNIFEM Singapore, we decided that they did not require

further funding. The classes were all well-equipped and other organisations have come forward to fund the classes.

4.7.4 Vietnam Scholarships Project

4.7.4.1 Project Description

As a result of financial difficulties in Vietnam, many families are forced to stop sending their children to schools. More girls than boys are forced to discontinue education due to gender preference over the males by the Vietnamese community. One of the ways to encourage the families and girls to attend formal schooling is to provide scholarships.

4.7.4.2 Project Objectives

The project seeks to provide young Vietnamese girls their rights to an education. Scholarships will be provided for young girls located in Ho Chi Min City and suburban, Vietnam for a period of one year.

4.7.4.3 Operations

The project was approved on June 2000 with an estimated duration of twelve months.

The scholarship will be given to the girls from the Catholic Sisters of the Daughters of Charity. We worked with Sister Pascal Le This Triu from The Catholic Sisters of the Daughters of Charity on this project.

A sum of S\$5015.00 was sent to them through Dr Wayne Hung, our project liaison partner in Singapore. The money will be used to fund their school fees, books and other essentials.

4.7.4.4 Results

The scholarship was awarded to fifty-nine pupils, with each girl receiving an average of S\$100.

The biodata and transcripts of 59 children are with Dr Hung. He monitors their progress. The children have also sent letters to UNIFEM Singapore, thanking us for our support. (APPENDIX II)

We received reports though that they are unable to locate sufficient number of girls to be sent to school. We subsequently revised the projects' objectives to provide scholarships for youth, but with the stipulation that 50% of the recipients be girls. The project continues to seek out more young girls needing an education.

Upon the completion date of the project we decided to discontinue providing the scholarships. It is reported by Audrey (project Chair 2000) that Dr Wayne Hung agreed that we discontinue our Saigon projects. The reason being that although the projects were indeed successful, there was no great value added to the projects and they were receiving many more other funds. Money would be better spent on other areas of Vietnam or other parts of the region.

4.7.5 Vietnam Sao Mai Project

4.7.5.1 Project Description

Pleiku in the Central mountain District of Vietnam is the home of many ethnic minorities. The area has a high incidence of female mortality due to poor knowledge of general health practices. Leprosy is prevalent. The women in the Bahnar tribe still keep the tradition of giving birth by themselves near a stream. Because of lack of knowledge, equipment and even a companion, many women and babies do not survive during the process. In the event that a mother passes away, her baby would be buried with her according to the tribal customs. Only a few babies are found and saved in time by the local Sisters. The project was set up to assist the nuns in their efforts, and provide shelter and a conducive environment to the orphans.

Sister Theresa Nguyen Thi Thanh Liem of the St Paul Order (Dong Phao Lo) founded the Sao Mai orphanage to save these babies. The orphanage had started with thirty children when first funded. Most children/infants found are girls.

4.7.5.2 Project Objectives

The objective of the project is to provide support for teacher and nutritional supplements for twenty orphans belonging to ethnic minority tribes located in Sao Mai, Pleiku, Central Highlands, Vietnam.

4.7.5.3 Operations

They had requested US\$3000 for teachers, teaching materials and nutritional supplements:

- i. Teacher – US\$40 per month for 3 years – US\$1440
- ii. Educational Material – US\$.045/month/child – US\$480
- iii. Nutritional Supplements (Milk Powder, Vitamins) – US\$1/month/child for 3 years – US\$1080

The project was approved on October 2000. US\$500 was disbursed in February 2001.

Report from Dr Hung; the Catholic Priest who is in charge of the area where the orphans live, has received the funding intended for the orphans. However, due to religious riots at Pleiku, the priest had to go into hiding.

Dr Hung our Liaison Partner in Singapore went to Pleiku to check on the conditions. He reported that the money has been disbursed to the orphans, teacher has been hired, and vitamins and teaching materials bought.

Following the report a further US\$500 was disbursed. A disbursement of US\$ 1,000 (2nd payment) was made in January 2002. New liaison, Julie Nguyen, visited the orphanage in October 2001. She reported that a teacher has been hired and is settling in well. Food supplement money was especially helpful as the population of the children had increased and the economy had been bad.

4.7.5.4 Results

The project is still in progress. To date from the reports received, the fund that we sent has been used to employ a pre-school teacher and supply vitamins and milk to sixteen ethnic minority orphans.

4.7.6 Bintan Education

4.7.6.1 Project Description

As a result of the Asian economic crisis, many families in Bintan are in poverty. In a Socio-Economic Baseline Survey Report 2000, out of 2627 households in Bintan, 568 were living below the poverty line. Poverty has caused many families to stop sending their children to school, as they are no longer able to afford to. This project is set up to help families pay for the children's school fees and schooling expenditure in order for the children, particularly girls, to continue with their education.

4.7.6.2 Project Objectives

The project is to provide educational assistance, in terms of a scholarship to cover school fees, uniforms and books to Bintan school children.

4.7.6.3 Operations

We approved the project on November 1998 after a medical visit to Bintan. Working in liaison with the Bintan Development Corporation we committed S\$60,000 for a period of three years. The money will go towards:

- i. School and building renovation
- ii. English Lessons
- iii. Vocational Training
- iv. S\$50 per annum for each child's –
 - a. School Fees
 - b. Uniform
 - c. One pair of shoes
 - d. Books and
 - e. Stationery

Our target is to cover the costs of each child for a period of 3 years. 50% of the pupils funded must be girls. Children and their families are not given cash but vouchers, which they then exchange for the necessary items. The school

principals are required to give an annual report on the children's attendance at school.

We have disbursed S\$40,582.02 in three instalments – 1 June 1999, December 2000 and 7 May 2002. Thus amounting to an increase in the number of pupil sponsored as shown in the Chart 5.

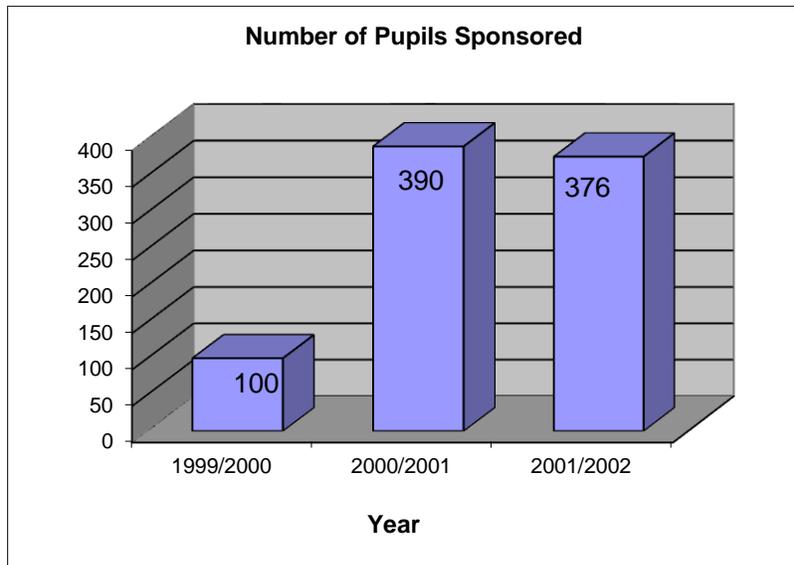


Chart 5

The breakdown of the education level of pupil sponsored is indicated in the Chart 6.

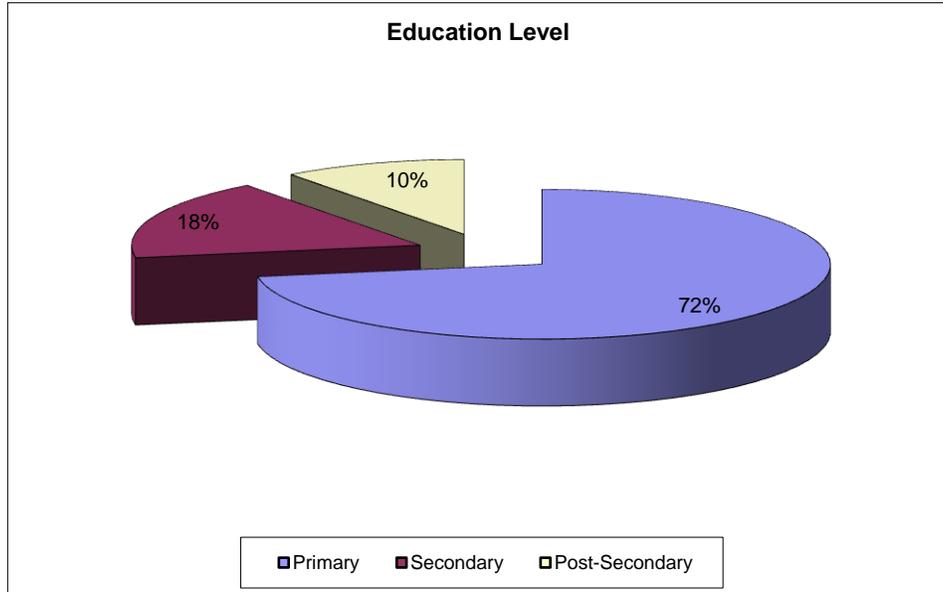


Chart 6

4.7.6.4 Results

In keeping true to our cause and mission, we have requested that 50% of the scholarship be disbursed to girls. As seen in Chart 7, 60% of our funds have gone to girls.

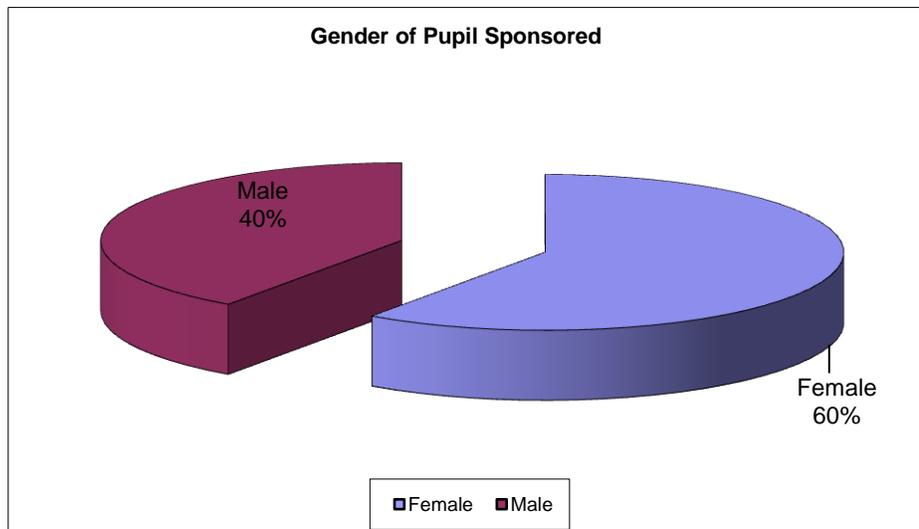


Chart 7

Almost 100% attended school and passed their examinations to proceed to the next level. Remaining funds are to be brought forward to sponsor children in 2003.

We are also planning to set-up a library as well as assist them in finding an English teacher to develop the English curriculum.

4.7.7 Nepal Bhotia Education Centre (NTEC)

Nepal Bhotia Education Centre (NTEC)– Teacher Training Project for Remote areas of Nepal

4.7.7.1 Project Description

The first school in the Singa area was established in 1962. Since then, only four females from the Singa Area have completed their secondary level education. Of the 18 schools in the area there are only 2 female teachers, of whom one is local. This prevents young girls from attending school and does not comply with the HMG/MOE policy to provide a minimum of one female teacher per primary school. Without some form of assistance, it is unlikely that many girls from the Singa area will complete their secondary education in the near future.

The project initiated and managed by the Nepali Bhotia Education Centre, seeks to conduct teacher training of female secondary school graduates in remote Nepali villages, to become effective teachers and community development activists.

4.7.7.2 Project Objectives

This project is part of the NTEC project which is an integrated education project designed to include families and communities as well as schools in the effort to increase the quality, relevance and accessibility of formal schooling in neglected and historically excluded communities along the Nepal-Tibet border.

The final goal of NTEC'S Residential Schooling Program is

- To provide quality secondary level education to ten girls from ten different Singa villages.
- To help women become teachers and leaders in their villages (Upon graduation they will perform a minimum of one year's service in their villages by facilitating NFE/OSC classes, and it is hoped they will go on to become teachers).
- To create greater awareness about girls education in Singa communities.

4.7.7.3 Operations

The project was initiated on October 2000 and is estimated to complete by June 2005. We committed US\$8325.60 for 10 women from different Singa villages to be trained to become teachers and community development workers in their community.

In the first year UNIFEM Singapore's funding of US\$2081.40 covered 36% of the total first year expenses such as:

- i. Food
- ii. Books and Stationery
- iii. Soap, toothpaste, towels etc
- iv. Admission and School fees
- v. Uniforms

Seeing the success from the report by Josh Brody we disbursed the second instalment of US\$ 2081.40.

4.7.7.4 Results

Ten girls were selected from different villages of the Singasa area. Nine students are Singasapa Bhotia and one is Gurung. They were selected in June of 2000 and enrolled in Khandbari high school in July of 2000. Their school year ran from July of 2000 through June of 2001. One house was rented to serve as a hostel. All the students stay in the NTEC hostel in Khandbari. Moreover NTEC provided meals, school fees, school dress, and stationary in Khandbari Bazaar. They attended the government high school in Khandbari and received tutoring from NTEC personnel.

A comprehensive report on the performance of the beneficiaries was received from Josh Brody. Student performances were evaluated using exams, portfolio assessment, and direct observation by teachers and project personnel.

Students were observed on their:

- a. Personal hygiene – if there is an improvement in their awareness and importance of personal hygiene
- b. Nepali language development – if they could speak and write fluently in Nepali
- c. Leadership development – if they demonstrated leadership skills such as being able to influence, initiate activities, lead, and co work with peers
- d. Personality development – awareness of self, abilities/capabilities and by extension, the willingness and desire to be of service to one's community using their 'new' literacy and leadership skills as well as feeling more confident and assured of themselves.

The individual students were graded and overall they have all improved in terms of the criteria stated above and are assets to the community. They are well on their way to teach the next generation of Nepalese women.

4.7.8 Empowerment of Sex Workers Batam

This project is the latest project UNIFEM Singapore has undertaken. UNIFEM Singapore in collaboration with Yayasan Mitra Kesehatan dan Kemanusiaan (YMKK) and Action for Aids (AFA), Singapore are working together on an anti-trafficking initiative in the Asian region by investing in prevention and protection, advocacy and policy strategies. UNIFEM Singapore is particularly interested to address the health and empowerment issues of migrant and trafficked women workers in the industrial and sex sectors of Batam, Indonesia. We have thus committed a fund of S\$60,000.

UNIFEM Singapore places great emphasis on the reproductive health of women and the violations to that aspect of women's health; we believe that if women were universally able to say no to unwanted and unsafe sex, we would witness a significant de-escalation of the HIV and AIDS epidemic. HIV and AIDS are an issue of women's empowerment, UNIFEM Singapore is keen to expand its efforts to leverage greater support for women, by creating new partnerships between women's groups, the private sector and governments.

Given the fact that Singapore maintains a vast economic interest in Batam, and that it has adequate health expertise to provide professional assistance in the area of health management, UNIFEM Singapore will leverage on these strengths and contribute to the anti trafficking initiative in the following ways:

1. Strengthening the institutional capacity of YMKK to ensure the implementation of a comprehensive health care and counselling programme for trafficked and migrant women and girls in the sex industry and women industrial workers who do sex work to earn extra income.
2. Building links between Singapore and Batam in the development field by raising awareness in Singapore about societal and corporate responsibility toward women's development.

3. Working towards policy change in Singapore and Batam to promote the rights of women workers in Batam particularly in the areas of health and law.

UNIFEM Singapore met with YMKK and Save the Children at a preliminary meeting on 2 October 2001 to discuss various programming ideas. The program ideas are aimed at strengthening YMKK in its institutional capacity program as well as building on its multi pronged approach to empowering trafficked and migrant women and girls in the sex industry and women industrial workers who do sex work to earn extra income. The ideas include:

- i. building and developing YMKK'S public education/outreach program
- ii. professionalising YMKK health care program, particularly software programming in the area of epidemiology
- iii. helping YMKK to administrate HIV testing and HIV counselling
- iv. investing in YMKK's 'training the trainers' program
- v. empowering ex-sex workers through investing in life skills training programs and creating income generating opportunities
- vi. promotion/lobbying of societal and corporate responsibility towards the development of women industrial workers
- vii. strengthening YMKK capacity building program

This project is still in its initial stage. To date we have produced publication materials to be distributed among the women in Indonesia on Sexually Transmitted Diseases (STD) and on Emergency Contraceptive Pills. We have been working with AFA to train AIDS counsellors and also the nurses and doctors on how to detect STD's. YMKK is planning to set up a clinic and a team from UNIFEM and AFA Singapore are assisting them.

It is still too early to report on the results of this project.

4.7.9 Medical Projects

4.7.9.1 Bintan

UNIFEM Singapore began its first community project in Bintan in 1998 to help distressed families in the wake of the Asian financial crisis of 1997 and 1998.

When UNIFEM Singapore discovered that there were villages in need of medical help, two doctors made an exploratory trip to Bintan. After consultation with the Deputy Governor of Bintan and the Chief Medical Officer, UNIFEM Singapore spearheaded a medical project for Bintan and the surrounding islands.

There were a total of six medical trips to the islands. Once every 2-3 months a party of 10-12 dental surgeons, 6-8 medical specialists, some nurses and other volunteers would spend the entire weekend at various locations on Bintan and the surrounding islands. During each trip the doctors would on average see between 400-800 patients and the dentists an average of 200-250 patients.

The health visits were halted in the first quarter of 2000 following the social unrest and demonstrations on the island. We decided not to finance subsequent medical trips after the social unrest as the project is not sufficiently focused on women and children.

4.7.9.2 Northern Thailand

In October 1999, we led a volunteer mission to the Burmese border in Mae Hon Song Province, Thailand. The twenty-five-member team of dentists, doctors, nurses and support personnel treated over 2000 nomads, Burmese refugees and Thai villagers in less than five days.

This medical mission was commended by the Thai officials as one of the most professional missions of its kind that they had seen in the country. It was indeed the largest and most ambitious medical mission undertaken by us to date. Our missions are unique in that it includes a dental component that also provides a basic dental health education programme for young children.

We managed to carry out this project because of kind sponsors and donors – S\$45,000 grant from Lee Foundation, S\$5,500 from Southeast Asia Gender Equity Fund, a programme of the Canadian International Development Agency. The funding made it possible to purchase equipment and supplies in Singapore as well as to pay for the travel and living expenses of the 25 volunteer participants. About 20% of the medical/dental supplies were donated by Singaporean organisations.

5. MEMBERSHIP

Members are support pillars of the organisation. As part of the recognition agreement, active membership drive has to be carried out by National Committee to raise awareness as to the cause of UNIFEM and the plight of women worldwide especially in developing countries. It is a form of advocacy. Membership fees are also exclusively for UNIFEM Singapore only (Recognition Agreement H9E and E6B).

Members not only represent the amount of people supporting our cause but they are also a means for us to spread our message and also a source to get volunteers.

Annual subscription is S\$50, with the first year being S\$60 for administrative charges.

5.1 Membership

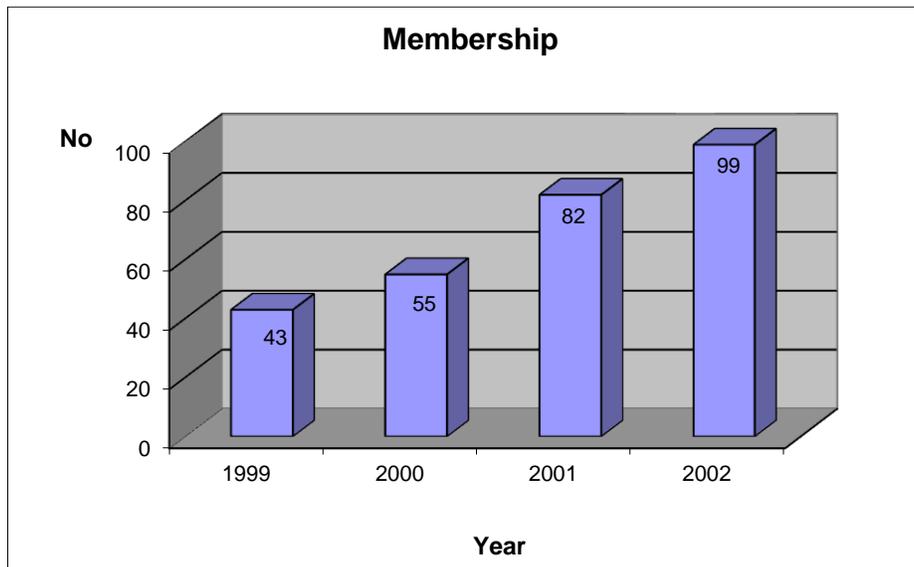


Chart 8

The first year saw the largest number of members recruited (as indicated in Chart 8). There is a gradual increase of members joining us. We have at present ninety-nine members.

5.2 Members

Our members are mostly professional women between the age group of 28-45. Only six are men due to the perceived image that UNIFEM is just for women. We are trying to work on changing that image as men have to be educated.

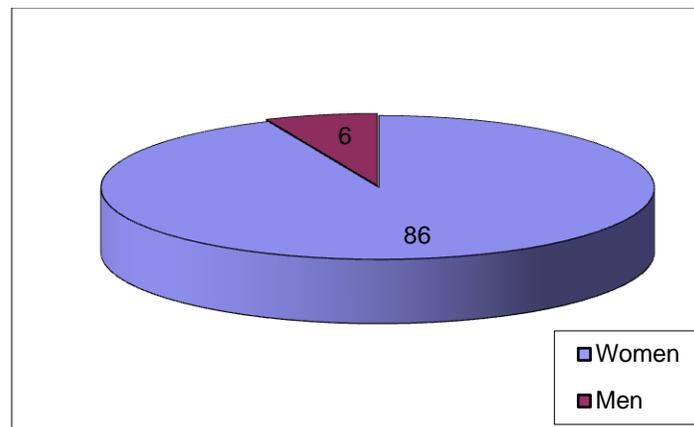


Chart 9

A considerable amount have not renewed their membership even after reminder notice (Chart 10). Two terminated their membership as they have emigrated.

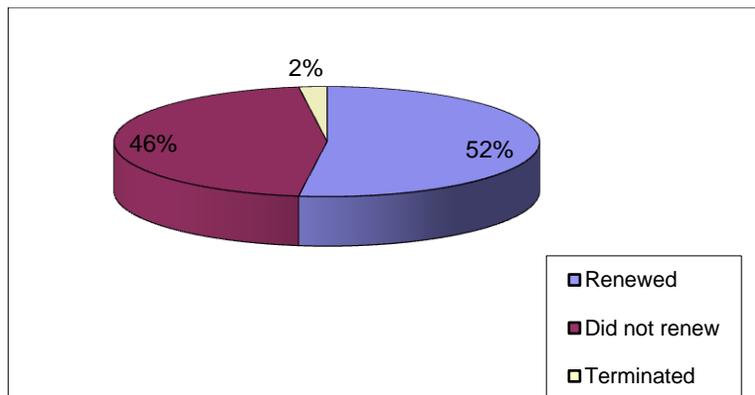


Chart 10

5.3 Membership Sub-Committee

Recently we have set up a membership sub-committee in-charge of overseeing members and volunteers. Headed by an EXCO member, the sub-committee looks into ways of carrying out membership drives and retaining members.

Members are now receiving a membership card indicating when they joined. This will act as a reminder for them to renew their membership.

To retain their support we have:

1. An e-newsletter distributed by e-mail to all members on updates as well as news about women and the situation of the plight of women. The newsletter could also disseminate news on current projects, garner support and recruit volunteers for certain activities.
2. Annual Monographs planned to be distributed to members. This monograph will act as an annual report and updating our members on our works. It can also feature articles about women and write-ups in the form of travelogues from the volunteers. It can also include appeals for donations and also serve the purpose of advocacy.
3. Membership Card. Membership cards should be distributed to members. These cards can serve as a reminder to members on when their renewal fee is due.
4. An annual event to gather all the members. A simple party to meet new committee members mingle and have fun. Donation boxes placed at door and members can make a donation to cover the cost of the party held.

The membership sub-committee are also planning intense membership drives in order to reach a target of 500 members in the next five years.

Members are indeed an asset to us and in order to keep in line with our mission of being in-line and supporting UNIFEM NY we are going all out to 'capture' as many new members and retain old members so that they serve to meet our mission.

6. ADVOCACY

We carry out advocacy work in all that we do. We communicate mainly via e-mails and web-site as well as print media in terms of brochure and in the national newspaper (APPENDIX 3). We also put up banners, pictures and posters at functions to raise awareness to our cause.

Further to that we have been involved in:

- i. Challenges of Peace Keeping and Peace Support – this seminar was held in May 2001 in Canada and Ms Tisa Ng represented UNIFEM Singapore at this event. Tisa gave a paper on “Women in Peacekeeping”.
- ii. A Gender Agenda seminar organised by the Asia-Europe Foundation and the Japan Centre for International Exchange, held in Japan in May 2001. Dr Kanwaljit Soin represented UNIFEM Singapore at this event. She presented a paper for this seminar and this has been printed in a resulting publication.
- iii. Dialogue Session – UNIFEM Singapore was invited to a dialogue session hosted by women members of Parliament on 7th September 2001. Dr Audrey Chin and Ms Lee Wai Ching were our representatives.
- iv. Women for Peace – Since UNIFEM’s mandate involves ending violence against women, it was meaningful for us to support the Women for Peace event organised by AWARE (Association of Women for Action and Research) on 25th November 2001 which is the UN officially designated day to end violence against women. This year we will be the organiser and host for the event.
- v. Conference on Fund-Raising – The 10th Asia-Pacific Conference was held in Kuala Lumpur from the 15th-18th April 2002. Both Ms Leigh Pasqual and Ms Melissa Kwee attended this event.

- vi. National Focal Point – Regional Secretariat for Gender, Science & Technology in Southeast Asia and Pacific – In September 2000, UNIFEM Singapore was invited to be part of a Regional Secretariat for Gender, Science & Technology in Southeast Asia and the Pacific headquartered in Jakarta. We were invited to be the National Focal Point to the Regional Secretariat. The overall objectives of the Regional Secretariat are to enhance the status and roles of women in the development of science and economic development and promote the studies on their differential impact on women and men. To further this role of UNIFEM Singapore, Ms Tisa Ng and Dr Kanwaljit Soin attended a Regional Workshop on Gender, Science & Technology in Southeast Asia and the Pacific in Jakarta on the 16th-18th October 2000.
- vii. UNIFEM/UOB Investment seminars to various women's organisations, Kandang Kerbau Hospital staff and nurses, Standard Chartered representatives and UOB branch managers and representatives.
- viii. UNIFEM Singapore Public Education outreach talk to Anglo Chinese School students on Volunteerism.

Some publications that UNIFEM Singapore have been featured in are:

- i. UOB Fund-Focus – A quarterly magazine published by UOB. We are given a page to feature our news.
- ii. EAST magazine – A magazine for professionals. We were given free ad space to place our advertorial.
- iii. Sensory – A publication for the Singapore Medical Association (SMA). We were featured in this bi-monthly magazine.
- iv. Straits Times – National English newspaper.

We are continuing to broaden our outreach programmes by planning more talks at schools and getting more media coverage.

7. OPERATIONS

We have a twelve member Executive Committee that charts the direction and makes executive decisions in all aspects of UNIFEM Singapore. They have to be members and abide to the constitution (As separate attachment, APPENDIX 4). Ordinary members elect the Executive Committee members into office at the Annual General Meeting. All Executive Committee members are volunteers.

The Chairperson heads the Executive Committee with assistance coming from the Vice-President, Treasurer and Honorary Secretary. However, when a decision has to be made all Executive members have to vote and it is based on 'majority wins'.

The Executive Committee meets every month or bi-monthly to update each other on the different sub-committees they chair and to check on the progress of UNIFEM Singapore.

Each Executive Committee member is involved in either one of the sub-committees; Fundraising, Advocacy, Membership/Volunteers and UOB UNIFEM Fund. They either chair or belong to the group and hold their individual meetings and have their own agenda in order to meet the overall mission of UNIFEM Singapore. They also handle their own set of volunteers.

One full-time staff manages the office and is the contact and co-ordination point for Executive members, public, members and volunteers.

The office works on strict Standard of Operations (APPENDIX 5). The Office Manager handles petty cash (which has to be approved by two Executive Committee members) and basic accounting. There are Standard Operating Procedures for accountings too (APPENDIX 6).

8. FINANCIAL REPORT

Professional auditors from Ernst and Young audit our accounts yearly. As part of Singapore's regulation we have to submit an audit every year to the Income Revenue of Singapore (IRAS) and the Registrar of Societies (ROS). Our audit from 1999-2002 are attached in APPENDIX 7 – 9.

9. CONCLUSION

We at UNIFEM Singapore are set to move forward and extend our help to more regions and projects. With the four years of experience we have built a firm structure to work upon.

At present our fundraising projects, membership base, the unique way of fundraising and advocacy with our ethical fund – UOB UNIFEM Singapore Global Fund and other activities are at a stable growth stage.

We plan to move forward by working closely with UNIFEM NY to Empower Women, Enable Communities. With UNIFEM NY's experience and advice we are sure to be able to reach out to more women and spread the message of equality, eliminating violence against women and promote the rights of women in all nations be it in developed, developing or third-world countries.