



Strengthening Families..... Building the Community

Annual Report 2017/2018



kampongkapor
familyservicecentre



ABOUT US

Kampong Kapor Family Service Centre (KKFSC) is a social service organisation registered with the Registry of Societies. We are a member of the National Council of Social Services and a charity with an Institute of Public Character status. We started our journey in 1978, providing support to children living around the church. We continue to have close affiliation with Kampong Kapor Methodist Church.

OUR VALUES

Trust
Respect worth & dignity of people
Uncompromising Integrity
Service to all
Teamwork

OUR MISSION

In Christian love, Kampong Kapor Family Service Centre provides quality services to address prevailing needs of the people in community. We aim to touch lives with compassion and care.

Organisation Information

UEN : T10SS0030D
Auditor : Baker Tilly TFW, LLP
Chartered Accountants of Singapore
Registered Address : Blk 2 Kitchener Road #03-89 Singapore 200002



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CHAIRMAN'S MESSAGE

2017 was a milestone year for Kampong Kapor Family Service Centre (KKFSC). It marked the 30th Anniversary of our service to the community.

From a very small beginning in 1987, when a homework centre established by members of the Kampong Kapor Methodist Church (KKMC) first became a Family Service Centre under the umbrella of the Methodist Welfare Services, KKFSC has expanded its initial staff strength of 2 to over 40 today. The range of services that KKFSC provides today has also grown manifold. In 2016, KKFSC started to serve families in another community through the establishment of Whampoa Family Service Centre (WFSC). Last year, KKFSC started a new service, Safe & Strong Families - Preservation to help children who face risks of abuse in their homes.

As KKFSC marked this milestone, we pondered on the impact we have made in the community. By now, the cumulative number of persons whose lives KKFSC has touched in one way or another, runs into the thousands – into the tens of thousands when we include family members who have also benefitted. We wondered where these clients might be today if KKFSC had not been here to help. The impact goes beyond immediate outcomes. Many children from households we served, now have better chances to break out of their poverty trap.

We are very grateful that in our 30 years, we have had and continue to have several partners in the community, including members of KKMC, and in the government, who share our goal and support us. We would not be half as effective in our work without these “many helping hands”.

Our work is far from being done. Looking at the needs of the community over the longer term, we see opportunities to be of further service are aplenty. With high stress and rising costs of living, new needs are emerging, such as those afflicted with mental health issues. We will ready ourselves to address new needs even as we work on current issues.

Today, our services have been extended beyond the set of services that are provided by a family service centre. To better reflect this growth, we have officially renamed our organisation as we enter the next 30 years. Now known as Kampong Kapor Community Services (KKCS), this name change in no way affects the substance of what we do. KKCS continues our endeavour to serve well the communities we are in. That is our mission and the “raison d’être” for our existence.

Yeo Oon Chye
Chairman
Kampong Kapor Family Service Centre

MANAGEMENT COMMITTEE

Chairperson	Mr Yeo Oon Chye
Vice-Chairperson	Mr Wong Quek Hin
Honorary Secretary	Mr Lim Fang How
Honorary Treasurer	Ms Goh Poh Gek
Assistant Honorary Treasurer	Mr Chia Ping Kheong
Members	Mr Richard Fong Mr Koh Tien Gui Mr Ho Chee Nen Mr Alan Soon Ms Yvonne Tan Peck Hong



Celebration of KKFSC's 30th anniversary with the management committee members at KKMC on 17 March 2018



Management Committee Retreat on 27 January 2018



Mrs Lee Yean Wun receiving her 25 years long service award from Chairman of MC, Mr Yeo Oon Chye



KEY MILESTONES

1980

Kampong Kapor Methodist Church (KKMC) started the Homework Centre for underachievers who cannot afford private tuition

1987

Kampong Kapor Family Service Centre (KKFSC) was formally established at void deck of Block 640 Rowell Road. The Homework Centre was transferred to KKFSC in 1988

1991

KKMC signed Memorandum of Understanding with Methodist Welfare Services and renamed as Kampong Kapor Family Service Centre

1994

KKFSC became a full fledged Family Service Centre and successfully applied for continuing grant from the Ministry of Community Development

11 October 1995

KKFSC moved to current location at Block 2 Kitchener Road

5 February 2010

KKFSC registered with the Registry of Societies and given the Institution of Public Character status on 1 April 2010

1 March 2016

Whampoa Family Service Centre began operations

May 2017

Ministry of Social and Family Development appointed KKFSC to provide the Safe and Strong Families-Preservation service. Operations started in May 2017

The background features a large, light grey diamond shape centered on a white background. The corners of the page are decorated with various fern fronds in shades of green and yellow-green. The text "OUR SERVICES" is centered within the grey diamond.

OUR SERVICES



KAMPONG KAPOR FAMILY SERVICE CENTRE

Kampong Kapor Family Service Centre (KKFSC) made a major transition this year with key staff moving to support the new services under the name of Kampong Kapor Community Services (KKCS). Staff had to step up to take leadership positions and new staff recruited. The team was able to successfully achieve the set work plan targets.

The Intake Team went through a successful thorough and detailed transformation together with the Admin Team. With this seamless integration, walk in and call in clients are better served via vigorous assessments with appropriate and timely interventions.

A second and third layer of leaders were identified, established and given bigger portfolios with higher responsibilities to hold the centre together with the management team.

Last but not least, all the above achievements could not have been possible without the committed, dedicated and highly responsible team of KKFSC staff who are always looking out for clients, community needs and one another.

INFORMATION & REFERRAL SERVICES

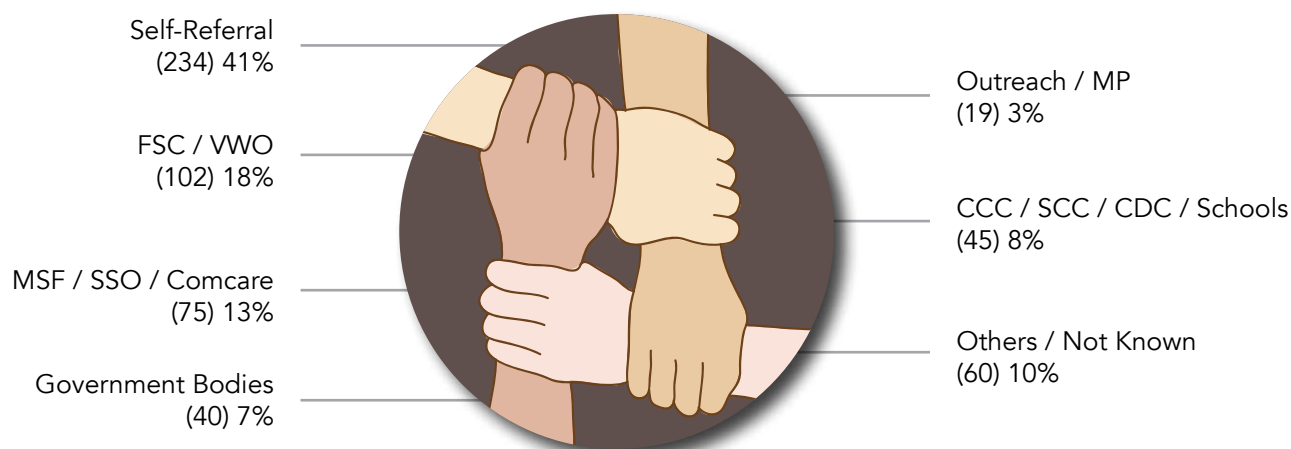
As at 31 March 2018, we attended to a total of 589 enquiries, of which 340 were promoted to intake and 165 were recommended for casework and counselling services. The remaining enquiries were either closed with information given, advice and consultation provided or referral made to external agencies.

We are also working closely with our community partners to enhance our referral processes and services. We have initiated periodical meetings with SSO to discuss cases referred through Kampong Glam ComCare to ensure help rendered to the client is more coordinated and accessible.

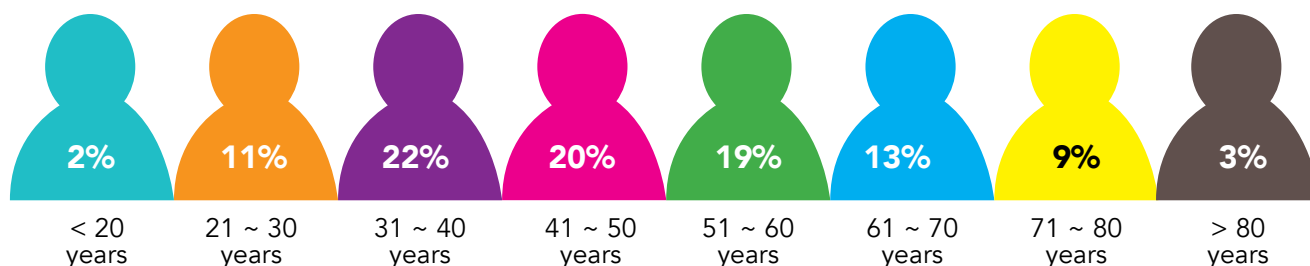
We have been recruiting and training new intake workers to strengthen the current team size because of the increase in demand and complexity of cases. Since February 2018, we have formed two intake teams to rotate duties on alternate months to tackle manpower issues.

	Total
No. of I&R cases handled	589
No. followed up with Interventions	165

Source of Referral



Age Group



CASEWORK & COUNSELLING SERVICES

As at 31 March 2018, the Centre attended to a total of 575 cases, of which 165 were new cases opened during the year. A total of 4,518 sessions were conducted by our team of 23 professional workers. 140 cases were closed successfully during this period.

	Total
Total no. of families served	575
Total no. of sessions conducted	4,518

Presenting Issues



Housing Type



GROUP WORK SERVICES

KidsREAD

KidsREAD Club is a collaboration with the National Library Board to promote the love of reading and to cultivate good reading habits among young children under 7 years old who are from low-income families receiving casework support. In 2017, KidsREAD Club had a total of 26 participants and 7 volunteers. They met over 28 sessions in the year. A key highlight of the year was the outing to Pastamania in October, in celebration of Children's Day. Parents and children had a fun time learning about the history of pizza and had hands-on experience of making their own.



Parent and child bonding over pizza making at Pastamania



Parents reading with their children at Kidsread

In December, a P1 transition workshop was also held for K2 children and their parents. The workshop covered topics such as how to pack their schoolbags according to their timetable, how to ask for help, and a discussion on the children's feelings about entering a new school. To encourage their children, parents also made a keychain for them to bring along on the first day of school.

Lighthouse

Lighthouse is targeted at helping children through mentoring, enabling them with life skills and provision of academic support. The programme had a total of 24 students and 11 volunteers in 2017. 28 sessions were held in 2017.

In our effort to promote family bonding experiences, a series of events were conducted. A Family Paint Day was conducted on 5 June 2017. It was a sponsored activity by KKMC members – Ms Sandra and Ms Mei (Heart Gallery). All parents/guardians who came for the event shared that it was their first painting experience. A Family Day was held at Marina South Pier on 29 July 2017 in collaboration with Singapore Life Church.



Parents bonding with children over painting class

Painting Class was held once a week for 5 sessions in the month of November to the 1st week of December. At the end of the sessions, the students gained more confidence in demonstrating their creativity through their artwork. In celebration of their achievements, a movie outing was organised on 11 December 2017.

In addition, we also took time out to get the children's involvement in the community. The objective of the event was to create a meaningful experience for the children as they participated in giving out fresh food rations to selected elderly homes from the rental blocks. Children sparked smiles on the elderly faces as they engaged them through a colour wheel activity, which consisted of different things they could do for the elderly (Sing, Dance, Take a Selfie, Do a Simple Household Chore.) It was a fun-filled



Students having life skills session at Lighthouse

day and a rewarding experience for the children as they got to take part in sharing and giving back to the community.

COMMUNITY WORK SERVICES

In the year, KKFSC Community Work Team has been actively building relationships with different community stakeholders to collaborate and find creative means to improve lives together. We strongly believe that small acts, when multiplied by many, can bring changes to the community.

"It is not expensive to eat healthy"

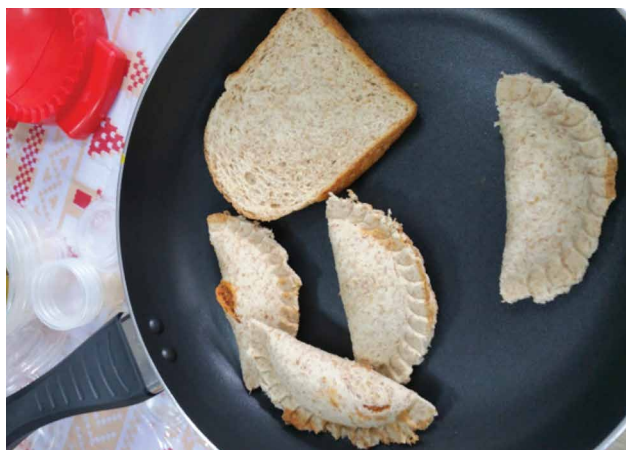
A few projects were undertaken throughout the year to educate our lower income families on inculcating healthy eating habits as well as building their knowledge and skills on cooking affordable and nutritious meals. Some of these projects includes:

Food and Nutrition (Home Project) a collaborative effort with Tibetan Buddhist Society. This project lasted 5 months from October 2017 till February 2018, with monthly home visits made by volunteers to 7 families to discuss healthy recipes and providing them with fresh groceries.

In conjunction with The Nutrition Place Pte Ltd a food and nutrition workshop was also organised for 40 participants. Nutritionist and Dieticians provided information on basic healthy eating, shopping tips as well as cooking demonstration of two recipes: Sardine Puff and Curry Puff.



Teaching the children to make healthy curry puff using wholemeal bread



Healthy Curry Puff !



Families learning how to have a Healthy Head-Start Nutrition Workshop by Health Promotion Board

On 15 July 2017, KKFSC collaborated with Sports Cares and Health Promotion Board to conduct an exercise and Healthy Head-Start Nutrition Workshop where families came together to learn about the importance of exercise and eating healthy. A total of 31 children and parents participated in the event. The workshop ended with participants having hands-on experience in preparing Vietnamese Crystal Rolls.

Drug Awareness Program - #DAP

This is a programme created for the youths to share about their views on drugs and the impact of drugs on the environment around them. First focus group discussion was held on 13 February 2018 and 7 youth attended the session. This program aims to create space for conversations among the youths and eventually to be part of the solution for drug issues in the community. Moving forward, DAP is planning to have bi-monthly conversations with the youth in the community.



Workshop conducted by Tibetan Buddhist Society's volunteer on healthy eating

Kampong Play

3 runs of Kampong Play was organised on 15 July 2017, 14 October 2017 and 10 March 2018. It aims to promote the importance of play between parent and child and to provide the platform for families in the community to enjoy the play experience together. We collaborated with City Missions Church and Kampong Kapor Methodist Church to organise the events.



Family of 3 children having a great time at the Kampong Play

Through simple yet engaging games and activities such as family relay match and craft work made from recycled material, the parents and children worked closely together to complete the tasks. The games were specially designed to promote family interaction and foster bonding. A total of 569 children, parents and elderly with 45 volunteer participated in the 3 runs. Previous participants also returned to help run the activities. Parents provided feedback that they enjoyed the games and the aim to foster bond within the family was achieved. Residents were also introduced to the services provided by the KKFSC.



WHAMPOA FAMILY SERVICE CENTRE

In July 2017, Whampoa Family Service Centre completed 1 year of service operating from our interim premise at the Whampoa Community Club. Although a new presence in the very established community of Whampoa we have been able to plant a strong presence in the community of Whampoa, as a new Family Service Centre with intensive outreach with the residents and stakeholders. Our key focus this year is to take root within the community and to be a contributing member of the ecosystem.

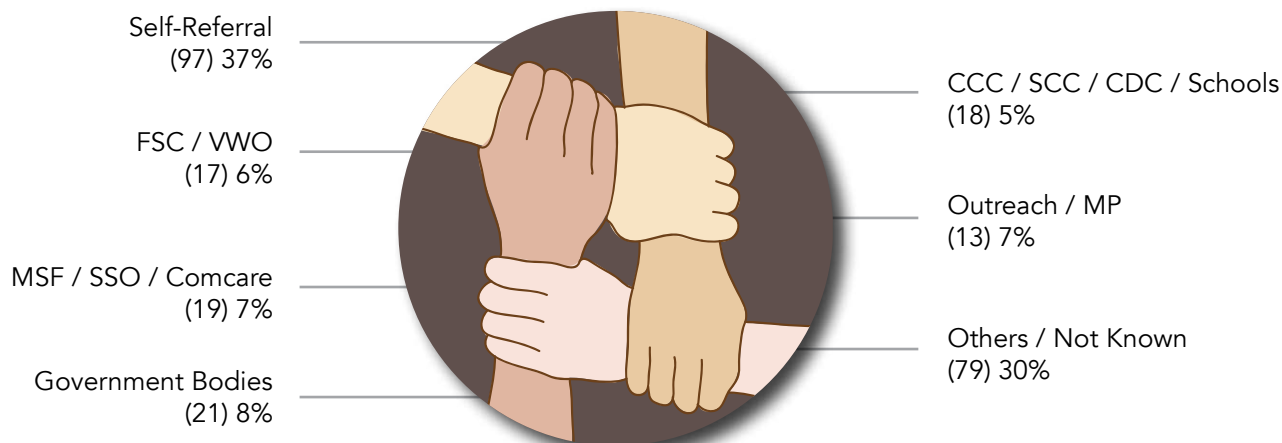
We would like to take this opportunity to thank our dedicated staff, for their commitment and dedication, without whom the work could not have been successfully achieved. In a similar vein, we would also like to express our sincerest gratitude to the support from our community partners, stakeholders and management committee.

INFORMATION & REFERRAL SERVICES

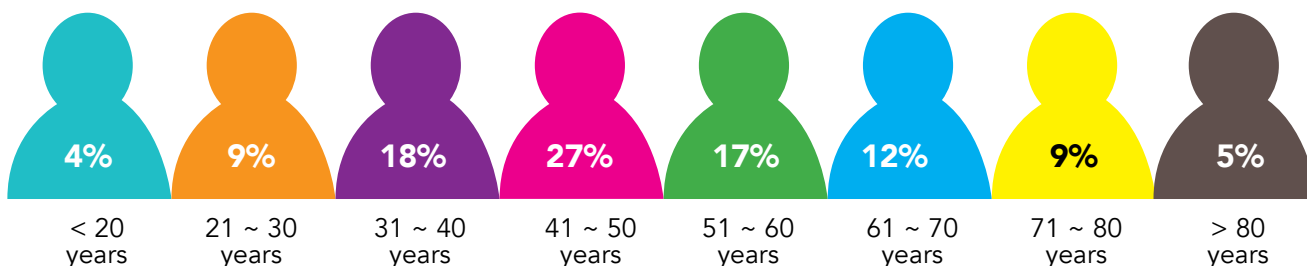
In FY2017 we attended to a total of 340 enquiries of which 151 was followed up as intake where consultation and casework services were provided. As we went door-to-door in our outreach, those with needs were surfaced. The top presenting concern continues to be Financial issue (43%), followed by Parenting/Child Care-giving issue (11%), Mental Health (8%), Elderly/Disability (7%) and Family Violence (6%).

	Total
No. of I&R cases handled	340
No. followed up with Interventions	151

Source of Referral



Age Group



CASEWORK & COUNSELLING SERVICES

FY2017 started on a strong note, with Whampoa Family Service Centre (WFSC) receiving full funding (primary tier) for having achieved the minimum 150 cases within FY2017/18 Q1. Continued trends in presenting issues are clients requiring financial assistance, and families experiencing Family Violence related issues. An upcoming trend are families experiencing mental health issues. This would require WFSC to maintain a strong focus

in cultivating staff competencies on working with families with multiple and complex issues to ensure sustainability in the delivery of services.

	Total
Total no. of families served	264
Total no. of sessions conducted	2,438

Presenting Issues



Housing Type



GROUP WORK SERVICES

Chapter 2

The group work aptly named Chapter 2 for a group of single mothers or divorced mothers with their children, aimed to identify and build resiliency in the participants. These 2 separate groups run concurrently with staff expertise from KKFSC and WFSC.

The group work is structured to include a mix of group sessions, individual family sessions and family bonding sessions to shield against the volatility that these families are exposed to daily. A total of 7 families, mothers and children are journeying together with *Chapter 2*.



COMMUNITY WORK SERVICES

WFSC being in the 2nd year of service continues to reach out to the community and other stake holders to explore the needs and find means to collaborate to improve lives together as we firmly believe that it takes kampong spirit to build a community.

Key Highlights

Back-to-Work Programme

WFSC observed that it was hard for women to get back to work after taking a break to focus on their role as a mother. We organised the 'Back-to-Work' Programme with Daughters of Tomorrow (DOT), Employment and Employability Institute (e2i) and Workforce Singapore (WSG). DOT provided mentorship and group work for the women to better prepare them for the employment market. WFSC also provided casework and financial support to help them transit into employment.

Outreach Events



Family enjoying craft time together at Kampong Play

WFSC conducted a series of outreach to residents from Blk 76 - 77 of Lorong Limau, Blk 82, 85, 86, 93 & 98 of Whampoa Drive and Blk 109, 110 & 111 of Lorong Limau & Whampoa Road.

5 Kampong Play days were conducted with inputs and collaboration with various grassroots/community groups as follow-up to the outreach. A minimum of 600 persons in total were reached.

Community outreach to foreign workers in appreciation of their tireless work in constructing our office provided WFSC staff an opportunity to mingle and understand some of the challenges that foreign workers face in their daily living.

Advocacy against Family Violence

WFSC sought to avail resources to the Whampoa community against Family Violence and to increase awareness of the community against Family Violence. As part of the National Family Violence Workgroup (Tanglin) we conducted a Family Violence Carnival on 12 November 2017. The Guest of Honor of the event was Mr Heng Chee How, MP for Jalan Besar GRC. 1000-1500 people attended the event at Whampoa Community Club. This was a public education campaign to 'Break The Silence' against



Work done by one group of participants at a workshop on Advocacy against Family Violence

Family Violence. Multiple agencies, including Ministry of Social & Family Development (MSF) the Singapore Police, Whampoa Grassroot Organisations were part of this effort for the community to learn together and support each other.

Conclusion

WFSC will be moving into our permanent premise at Blk 78A Lorong Limau. In the year ahead, WFSC will be building and deepening the skill set of our professional team to better meet the needs of the community.

WFSC will continue to engage with the Ministry of Social and Family Development, the National Council of Social Services, and other stakeholders and community partners in our quest to contribute towards the future landscape of the social service profession in Singapore. We are convinced and excited about the future for WFSC.



SAFE & STRONG FAMILIES-PRESERVATION

This is a new programme that our team has embarked on in April 2017. Safe & Strong Families-Preservation (SSF-P) is an intensive home-based service to keep children safe and well with family in the community. All cases are referred by Child Protection Service of known families with moderate risk level. It provides 6 months intensive intervention, focusing on ensuring and monitoring safety, enabling families to develop the needed behaviour change to ensure safety and working closely with other systems to support and sustain the work after 6 months.

The intense nature required space and time for the team to work on each family with complex needs and issues. It also gave our team an opportunity to engage families, who are unfamiliar with social services as they seldom connect with social service due to various reasons - from being influenced by personal preference to being uninformed of services available in the community.

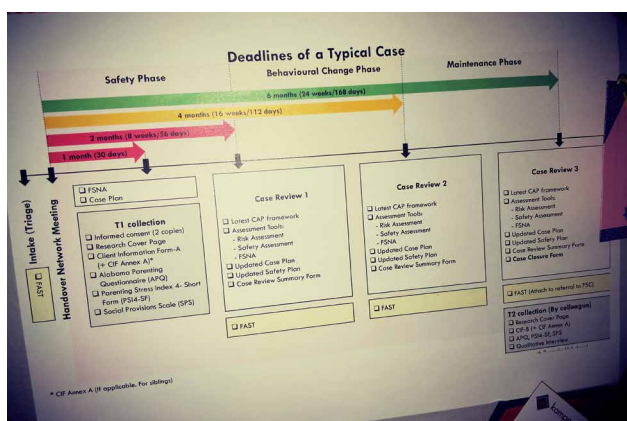
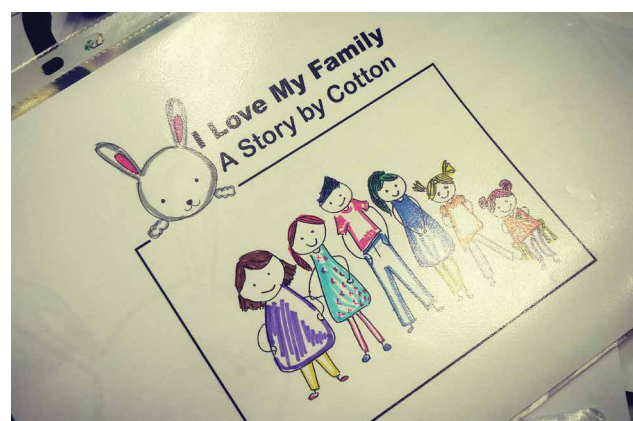
Safety and security don't just happen, they are the result of collective consensus and public investment. We owe our children, the most vulnerable citizens in our society, a life free of violence and fear.

– Nelson Mandela

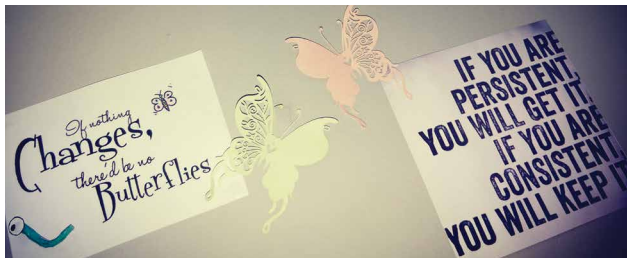
SSF-P also pushed the team of 5 to climb a steep learning curve that resulted in a great leap in practice skills and improved capacity in case conceptualisation. This steep learning process bonded the team together as they learned to lean on each other for support as the work demands a lot from the worker emotionally, mentally and physically. In turn the team was able to provide support to the FSC professional teams by offering consultation and training in risk assessment, safety planning and working with families with risk concerns.

The team has also developed close working relationships with fellow comrades on other SSF teams, the MSF colleagues, as well as partners from schools, hospitals and other social services.

Total families referred as at Apr 2018	25
Total cases closed as at Apr 2018	3
Total case opened as at Apr 2018	19



THEIR STORIES



Mission possible: A very brave family

Mdm N, a single parent and her children were one of the first families referred to our team when SSF-P just started. When work first started, the family was asked to state their wish for their family; it was to return home to their own house as they were staying with their extended family then as part of the safety plan agreement with Child Protection Service. It seemed an impossible mission at that time as Mdm N was struggling with a chronic mental health issue, which led to children being unsafe.

While the road to the dream was not smooth, it kept them on the path. She sustained her treatment, knowing that it is a key element to keeping her children safe and well at home. Thus, even when she wakes up feeling down (normal state of mind for someone struggling with depression), she will still make sure that she gets up, do housework, go for medical appointments and take her medicine.

Worker experienced the power of having hope together with the family and the ability for the family to hold it together even when they experienced a crisis. When they have hope – they are willing to keep trying and it will be better. At closure of this case, they have moved back home. **Mission possible**

Crisis inspires change

Mdm P was managing various stressors in her life and neglected her mental health. This culminated in a mental health relapse which compromised her children's safety. The incident prove to be a turning point for Mdm P and her family. They were determined to ensure that the children remain safe under their care. We worked collaboratively to come up with a safety plan which outlines what each person would do when Mdm P has a relapse. We also discussed what are the signs and symptoms to look out for so that everyone can take pre-emptive actions.

During a recent incident when Mdm P started experiencing symptoms of relapse, she and her family were able to respond accordingly as planned. Mdm P informed the worker and she proactively made arrangement to see doctor and even requested for admission. Husband also put aside his plans and stepped in to provide care for the children instantly. Maternal uncle also stayed over to provide support for the children and Mdm P.

The family was able to use the crisis as an opportunity for change. To date there are no further incidents that affected the safety of the children. Even if there is future relapse, this family has shown that they are willing and able to do what is needed to keep the family safe together.



OUR STAFF



Corporate Office

Executive Director
Lee Yean Wun

Operations Manager
Richard Lee

Admin Accounts Executive
Nang Win Kyar

Corporate Services Executive
Joscelyn Tan



Kampong Kapor Family Service Centre

Centre Director
Christopher Chiam

Professional

Adrena Binte Adnan Lee Abdullah
Angela Sabud Gumaling
Bavani Pillai
Chew Jia Hui
Christina Ng
Devika Kumarasamy
Freda Choi
Guan Jiaying
Hazel Tan
Indujaa Krishnamoorthy

Jon Tang
Khoo Yun Wei
Lorna Goh
Lynette Tham
Nel Lim
Stella Wong
Tan Wen Shi
Therese Chan
Wee Yep Peoh

Administrative
Anna Choi

Irene Lim



Whampoa Family Service

Centre Director
Trina Tan

Professional

Denise Edna Jeevan Ponnampalam
Dorcas Koh
Fedora Tan
Jen Goh
Joanne Chien
Linda Lim
Namira Binte Rahmat
Tan Jia Wei
Tan Yan Shen

Administrative
Lily Lim



Safe & Strong Families - Preservation

Lead Social Worker
Jessica Chan

Professional

Chua Minrui
Gwendoline Ng
Tay Shu Wen
Zulhakim Bin Mustar

CASEWORK SPECIALISATION TEAMS

In the effort to deepen capacities in specific areas of needs that surfaced from the communities we serve, specialist teams help to build the capacity of the professional staff, enrich the specific areas of services and better target our networking with the relevant stakeholders.



Staff having their Growing Team session to learn how to better equip themselves in their casework

ELDERLY SPECIALIST TEAM



Elderly celebrating the Lantern Festival

As part of KKFSC's yearly tradition, on 1 February 2018, 44 elderly spent a meaningful and joyful time celebrating Chinese New Year reunion lunch at the Centre through the kind participation of donors who provided both food, gifts as well as decorations to provide the elderly with festive cheers.

The team also reach out to partners working with the elderly to co-ordinate our services through the Jalan Besar Regional Elderly Services Network. In the year, they have also worked closely with other community organisations to reach out to cardboard collectors in the Cardboard Collector Assist Programme (CBCA) who are mainly seniors.



Celebrating the Lunar New Year at our Centre



Volunteers helping to "Lo Hei" - tossing prosperity at the Lunar New Year lunch

FAMILY VIOLENCE TEAM

The team saw the need to create and raise awareness to individuals and couples on how some perspectives, values and notions of relationship may hybrid under certain conditions to allow the growth of violence in a relationship. They went forth to develop a video as well as a user guide that can allow fellow professionals to use to facilitate conversations about these experiences.

The 1st run was conducted on 22 July 2017 and the 2nd run on 25 August 2017. It was also used at the Regional Family Violence Outreach Programme on 12 November 2017 to conduct 2 workshops for the participants. There are plans to continue to use this with women living in Crisis Shelter.



Workshop for the community to raise awareness on Family Violence

Internally the team capacity was built by training the Intake team as well as new workers on skills in identifying and assessment of Family Violence. We also supported the FSC sector training of professionals, as one of our staff served as a trainer for the Introduction to Management of Family Violence course.



A workshop by FamWorks for the community

FAMWORKS

This team enables practitioners within FSCs to better manage complex cases that often hold risk concerns for young children in the community. The past year saw a re-shuffle in the members of FAMWORKS team given the formation of SSF-P and change in portfolio of some workers.

The Operational Guideline for "Management of Cases with High Safety and Risk Concerns" was developed and implemented to better help the team work with families with potential concerns towards children, elderly and vulnerable adults.

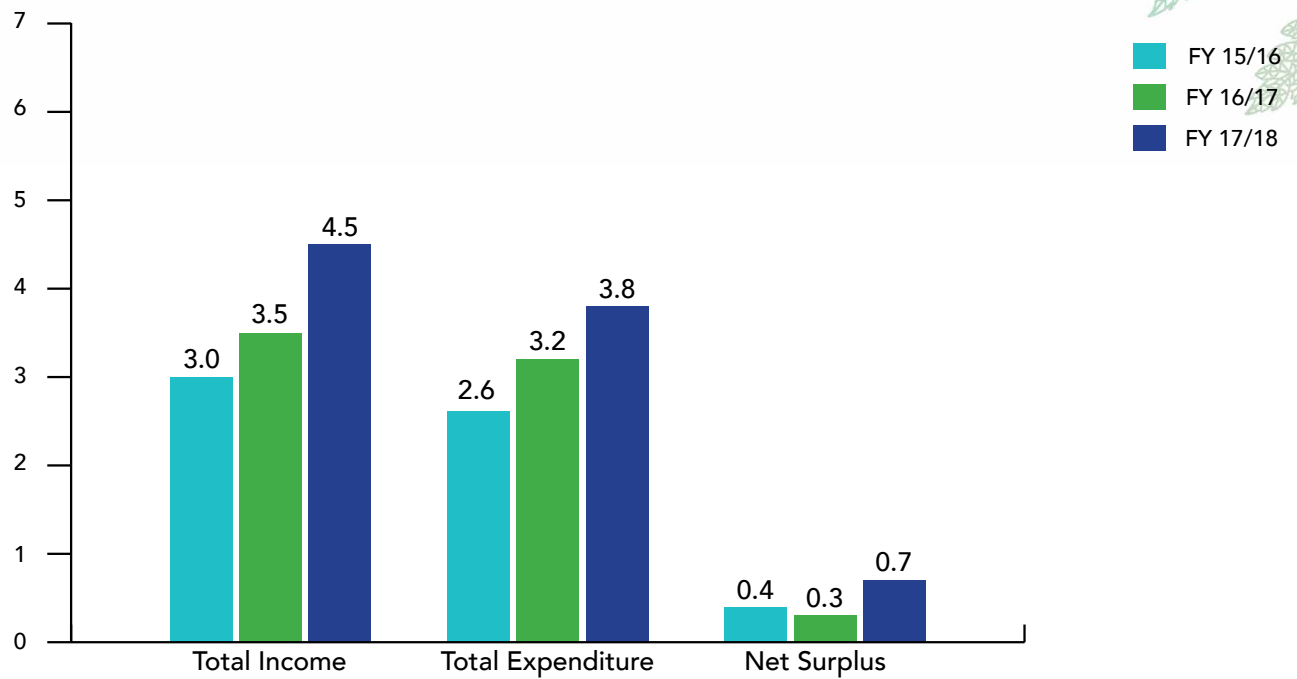
To build capability of the team, training was conducted on 'Management of Case with Risk of Harm', 'Using the Structured Decision Making in working with Risk' and 'Understanding Family Law'.

MENTAL HEALTH TEAM

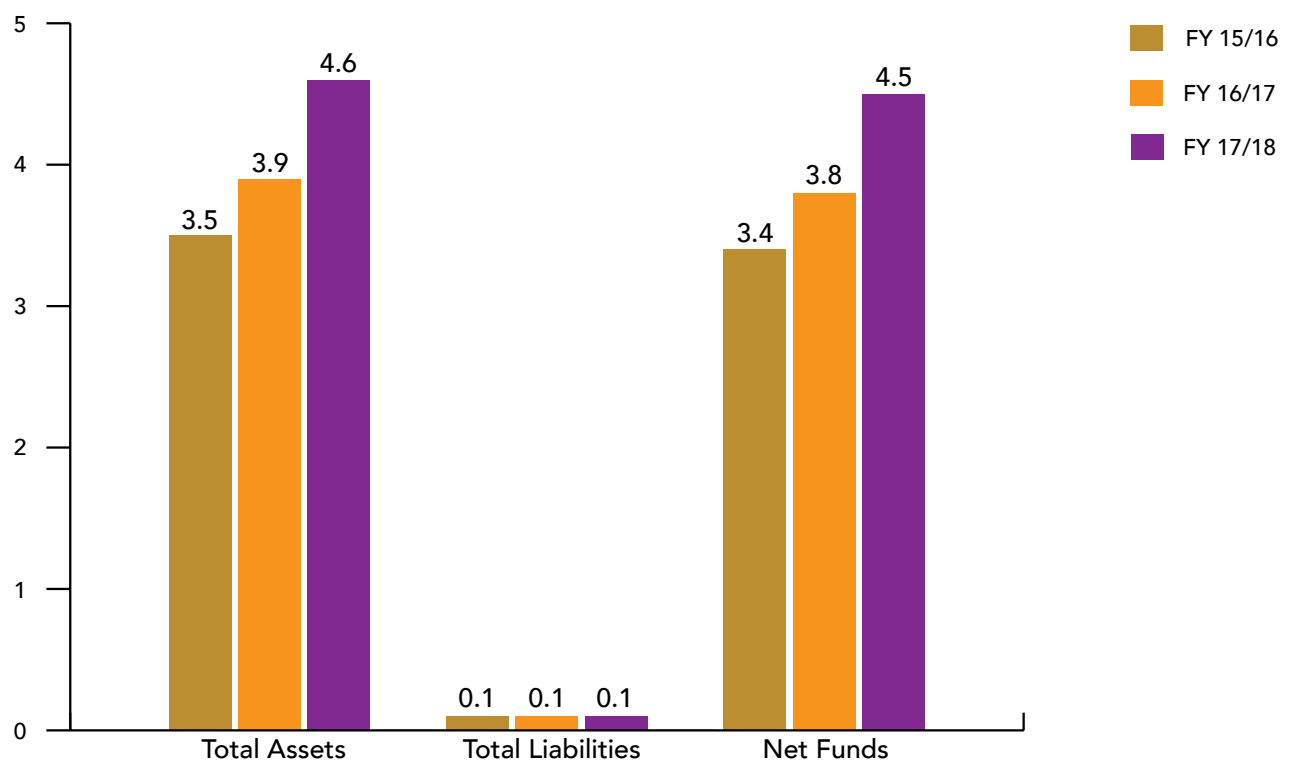
In view of the emerging need and growing trend of clientele with mental health issues, a Mental Health Team was formed in February 2018 to focus on professional development and capability building of the staff to improve the delivery of our services. The team will become the resource for all the professional staff as well as the liaison in establishing partnership with relevant stakeholders in the mental health sectors.

FINANCIAL SUMMARY

Income & Expenditure (\$M)



Balance Sheet (\$M)





ACKNOWLEDGEMENT

We wish to thank the following institutions, companies and individuals for supporting our efforts to help families in need.

AWWA FSC
Beyond Community Work Team
Beyond Social Services
BP NP (Ngee Ann Polytechnic) Mentoring Club
Care Corner Cluster wSupport @ Toa Payoh
Care Corner Family Service Centre (Toa Payoh)
Central Singapore Community Development Council
Chong Hua Tong Senior Activity Centre
City Missions Church
Counselling and Care Centre
Daughters Of Tomorrow
E2i
Enfant Educare Pte Ltd
Food Bank
Handicap Welfare Association
Health Promotion Board
Heart Warmers
Hope Centre
Indiemama
Inland Revenue Authority of Singapore
Jalan Besar Social Service Office
Kampung Glam Citizens' Consultative Committee
Kampung Glam Community Club
Kampung Glam Constituency Office
Kampung Kapor Methodist Church
King George's Avenue Senior Activity Centre
KK Women's and Children's Hospital
KOME Rice Berry
Kwong Wai Shiu Hospital
Lee Foundation
Life Care Society
Life Church
Little Campus @ Whampoa
Maxcon Construction Company
Ministry of Social & Family Development
Mural Lingo
MWS D'joy Children's Centre
My Centre @ Moulmein
My First Skool (Jalan Sultan)
My First Skool @ Blk 85
My World Preschool
Nascans Student Care
National Kidney Foundation
Northlight School
NTUC befrienders
PCF Crawford
PCF Whampoa Blk 112
PCF Whampoa Blk 85

Peace Connect
Pek Kio Constituency Office
Pioneer Generation Office
ProTeach Student Care
REACH Family Service Centre
Republic Polytechnic's School of Sports, Health and Leisure
Satsaco Express Transportation Pte Ltd
SilverAce Senior Activity Centre
Singapore Management University
Singapore Police Force
Singapore Polytechnic Library Club
Singapore Red Cross
Society of St. De Paul
Sparkletots @ Blk 105
St Luke Eldercare
St. Gabriel's Primary School
Stamford CareHut
Sunflower Preschool @ Balestier
Tai Pei Childcare Centre
Tan Tock Seng Hospital (National Healthcare Group)
The Official Fanclub of Rui En (RBKD)
Tibetan Buddhist Centre
TOUCH Cluster Support
Tsao Foundation
Wesley Senior Activity Centre
Wesley Youth Centre
Whampoa Citizens' Consultative Committee
Whampoa CDWF
Whampoa Community Centre
Whampoa Disc Golf Interest Group
Whampoa Gardens Residents'Community
Whampoa Market's Association
Whampoa Merchants' Association

Chan Tiong Hin
Han Juat Hoon
Ho Kee Kuan Daniel
Jen Goh
Leow Whye Mong
Lim Wan Qi
MD Nazmul Islam
Pauline Tay
Seow Boon Quey
Trina Tan
Vincent Lee Weng Wai
Yap Fook Tai



ADDITIONAL DISCLOSURES

(As required for institutions of a Public Character under the Charities Regulations)

Governance Checklist

Kampong Kapor Family Service Centre has complied with all the applicable guidelines of the Code of Governance Evaluation Checklist for the Institutions of a Public Character (IPCs). The full checklist may be viewed at www.charities.gov.sg

Key Management Personnel Remuneration

The annual remuneration of the key management personnel whose salaries are \$100,000 and above are as follows:

Remuneration Band	FY17/18	FY16/17
\$100,001 to \$200,000	3	3

Policies

Conflict of Interest

"Whenever a member of the Management Committee in any way, directly or indirectly, has an interest in a transaction or project or other matter to be discussed at a meeting, the member shall disclose the nature of his interest before the discussion on the matter begins."

(Source: KKFSC Constitution)

Procedure Regulating Supply and Provision of Goods or Services by Related Parties

"Any member of the Management Committee or staff member who desires to supply or provide goods or services, either directly or indirectly, must declare his / her interest in writing to the Chairman, with copy to the Treasurer

If decided that the member may participate in the quotation/tender exercise, he/she must not be involved in any way with the administration, evaluation and award of supply. A record must be kept of such deliberations / decisions."

(Source: KKFSC Finance Manual)

Reserve Policy

"Kampong Kapor Family Service Centre's Reserve Policy is to maintain cash reserves of at least one year, but no more than two years of annual operating expenditure"

(Source: KKFSC Audited Financial Statement)



Reaching Out Touching Lives

— other lives may change
yours will definitely be different