



**Singapore
Association for
Counselling**

FOR COUNSELLING
AND PSYCHOTHERAPY

2018 ANNUAL REPORT

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ABOUT SAC

The Singapore Association for Counselling (SAC) is the professional body representing counsellors, psychotherapists, counselling educators and students in Singapore. SAC has come a long way – pioneered in 1982 by Mr Anthony Yeo from Counselling and Care Centre together with a small group of counsellors.

Between 1996 – 1999, a Paper was developed by the EXCO to propose standards for the Recognition and Licensing of Professional Counsellors in Singapore. This Paper was presented to Ministry of Community Development (MCD) in 1999 but was rejected as the counsellor fraternity was considered too small.

In 1999, Constitutional amendments related to training standards for membership were approved by the Registry of Societies and implemented for new membership applications. Subsequently, the new SAC Code of Ethics was accepted at its Extraordinary General Meeting.

In the year 2000, SAC established new guidelines for the accreditation of counsellor training courses in Singapore to ensure clinical practice and supervision components were adequately in place.

SAC Register of Counsellors was established during its 20th Annual General Meeting in March 2003. The first SAC Website was launched. The SAC Constitution was amended for more clarity on its definition of a trained and qualified counsellor with emphasis on the details of training, practicum and clinical supervision. To date, we have 267 Registered Counsellors.

SAC partnered the Ministry of Community Development and Sports, and the National Council of Social Services to develop standard counselling courses. The First Joint Committee meeting involved SAC, NCSS, and SSTI. This was followed by MCYS, SASW and the NUS Social Work Department. The first Course Recognition Manual was launched in December 2005

New Membership Categories were introduced, and the SAC Constitution went through a major review and update in 2013.

SAC became a full member of the National Council of Social Services (NCSS) since April 2015.

In October 2015, SAC Ethics Manual of Procedures was launched by our Guest of Honour, Minister of State for the Ministry of Health, Dr Amy Khor at our inaugural Symposium attended by 500 delegates.

In 2016, SAC's Register of Clinical Supervisors was established during our 34th Annual General Meeting. The new Clinical Supervision Standards and Procedures document was approved.

SAC also established a New Clinical Supervision Components and Standards for New Clinical Supervisor Applicants and was approved at the 35th AGM in 2017 to be in effect from June 2018.

On 3 Nov 2017, the new SAC Logo, Website, and Member Portal was launched by Mayor Denise Phua at the half-day 35th Anniversary Conference.

At the end of 2018, the EXCO made a decision to terminate the Secretariat services with the Singapore Professional Centre. From 1 January 2019, SAC started its own Secretariat services at Work Central Offices Pte Ltd with one full time Staff, one part-time staff and Genesis Consulting as our financial services provider.

PRESIDENT'S MESSAGE



Mr Sam Kuna, President 2018 - 2020

The Singapore Association for Counselling Executive Committee are pleased to present to you the Annual Report 2018!

A New Team, A Renewed Vision

At our 36th AGM on March 23 2018, we saw an active and participative election process which enabled a renewal of the Executive Committee members and thus the leadership of SAC. This is a positive and enabling situation which also shows that there are members who actively want to contribute to the administration and management as well as provide leadership and direction to the development of the counseling profession in Singapore!

I am proud to say that the team has developed well over the past year and I wish to commend them to all the members:

Vice-President – Dr Frederick Low

2nd Vice-President – Ms Toh Hwee Boon

Honorary Secretary – Mr Andy Lam

Assistant Honorary Secretary – Ms Silvia Wetherell

Honorary Treasurer – Ms Audrey Yeo

Assistant Honorary Treasurer (Elected) – Ms Celine Edmund (Ms Edmund resigned w.e.f December 2018)

Committee Members –

Ms Au Hoi Ting (Non-elected Assistant Honorary Treasurer since January 2019)

Dr Jessica Leong (Resigned w.e.f February 2019)

Ms Carolyn Lim

Ms Trina Tan

Special thanks and appreciation are also mentioned to all Board Members and Sub-Committee Members who have come on-board to serve in 2018. A full list of names can be viewed on page 49 of this Annual Report.

New Office, New Staff, New Secretariat

January 2019 will go into the history of SAC as a groundbreaking and historic moment when we started operations at our new office at Work Central Offices Pte Ltd, 190 Clemenceau Avenue #06-01 Singapore 239924. The new SAC Office telephone number is +65 6708-8292 and the email

address remains the same admin@sacsingapore.org

Ms Elaine Yap: In preparation to run this new office space on our own, we were happy to offer the position of Assistant Manager and Secretariat to Ms Elaine Yap since September 2018. Ms Yap was initially hired as a Temporary Administrative Coordinator commencing since 4th June 2018.

Mr Alexander Teo: Since 16th July 2018, SAC also hired Mr Alexander Teo as a Temporary Recovery Executive to assist in the communication with members and recovery of membership subscriptions and other overdue payments.

Ms Sarah Phua: With the decision to set up our own SAC Office and Secretariat it was also necessary to appoint a new provider to manage SAC finances. Genesis Consulting was officially appointed after a selection process by the EXCO. Ms Sarah Phua, the Co-Founder and Consultant of Genesis Consulting, took over the financial management of SAC since January 2019. Kindly contact her on all financial matters at finance@sacsingapore.org

We welcome Ms Elaine Yap, Alex Teo, and Ms Sarah Phua (Genesis Consulting)!

Singapore Professional Centre

The Executive Committee wishes to extend our sincere thanks to Mr Anthony Ow, Centre Director of SPC for his services to SAC for the past years. Mr Ow helped to establish administrative systems and finances that helped to support the membership growth in the Association over the past 4-6 years. We also wish to thank the current and past SPC Boards who supported SAC for nearly 2 decades.

Special Thanks to the Various Boards and Sub-Committee Members

The Executive Committee wishes to acknowledge and thank each member of the various Boards and Sub-Committees for their time commitment and expertise which make a valuable contribution to the quality and effectiveness of SAC as a professional association. Everyone has worked hard in this past year and this can be observed through the detailed descriptions in this Annual Report.

Finances and Recovery Task

After the discussion on the Financial Statement at the 36th AGM, the newly elected EXCO launched the Recovery Task in July 2018 and a report is presented in this Annual Report by our Honorary Treasurer, Ms Audrey Yeo.

I am happy to report at this AGM a significant income increases of \$108,871.00 can be observed in our Statement of Income and Expenditure compared to \$83,308.00 in 2017. I wish to thank all members for taking responsibility and making payments on time.

With the increased visibility of our new website, the number of advertisement and email blast also had a significant increase from \$1,200.00 in 2017 to \$13,700.00 in 2018.

Easy Payment to SAC (Refer to Appendix – Table 1)

Since October 2018, members can easily make payment to SAC via PayNow using a QR Code and UEN. Members are encouraged to use this platform for easy transactions.

We received feedback from members that not everyone is keen to receive email advertisements about seminars, conferences and training opportunities and so since February and “opt-out” phrase was added to all email blasts sent to members. We appreciate such feedback from members. Please do write in and offer any observations and feedback so that we could improve.

Remembering our Legacy Appreciation Dinner

As part of acknowledging SAC’s Legacy, this EXCO decided to honour several Founding members, Long-serving EXCO and Sub-Committee members.

This event was held at the Tanglin Club and for the first time saw the coming together of about 60 leaders who served in various capacities of leadership in SAC since its founding in 1982.

It was a good time of reflection on SAC's journey, meeting up with old friends, good food, wonderful entertainment, and lots of conversation and laughter. Thank you everyone for serving so unreservedly to build this organisation and profession in Singapore.

SAC TechFest in Conjunction with SkillsFuture Advice

On November 2, 2019 SAC collaborated with the Central Singapore CDC to organise the SAC TechFest in conjunction with Skills Future Advise. The following words by Mayor Denise Phua sums up the success of the event:

*"I would like to say a big **THANK YOU** for your (SAC's) partnership with Central Singapore CDC to bring the SkillsFuture Advice session to a total of **89** members of SAC on 2 November 2018. Really appreciate your colleagues, Silvia and Hwee Boon for their great support and assistance to make the workshop a success. We hope the session was fruitful and helpful to inspire your staff to embark on the journey of Skills Upgrading and Lifelong Learning."*

Special thanks to Hwee Boon and Silvia and the Organising Committee plus all SAC Members who attended the session and gave feedback about the technology-assisted equipment and assessment.

Suspension of the implementation of Clinical Supervision Components from July 2018.

In the September 2018 Issue of the SAC Newsletter it was announced that the EXCO decided with effect from 29 August 2018 to suspend the implementation of the New Clinical Supervision Components for ALL categories of SAC Members. The suspension of the implementation is still effective until further notice.

Proposed Amendments to the SAC Constitution

As SAC continues to grow, we need to keep the Constitution current. I look forward to members reviewing the proposed amendments as well as the proposed Resolutions at this 37th AGM.

Acknowledgements

On behalf of the members of SAC, the EXCO wishes to express our sincere thanks and appreciation to Ms Celine Edmund and Dr Jessica Leong who resigned after 1 year of service on the EXCO. We thank them for their dedication and invaluable contributions and we wish them well in their future endeavors and practice. Dr Jessica Leong continues to serve as the Chairperson of the Registered Clinical Counselor Board and Celine Edmund continues to contribute on the Membership Sub-Committee.

Thank you.

Yours truly,



Sam Kuna
President
2018 - 2020

EXECUTIVE COMMITTEE 2018 - 2020

Sam Kuna – President

Sam Kuna is the Dean of the School of Counselling and an Associate Professor at TCA College, a multi-disciplinary Christian college pioneered by the Trinity Christian Centre, Singapore. Currently the President of the Singapore Association for Counselling (2018-2020), Sam is a SAC Registered Counsellor and Registered Clinical Supervisor.

He is a practising family therapist, a sandplay practitioner, as well as addiction counsellor. He is a member of the Association for Marital and Family Therapy (Singapore), and serves as a Board Member with the Asia Pacific Certification Board (APCB), the Asia for Christian Counsellors Association (ACCA) and Advisor to the Association for Christian Counsellors (Singapore).

Sam is also a preacher and an ordained minister with the Assemblies of God of Singapore.

Dr Frederick Low – Vice President

Frederick has held many roles in counsellor education and research in the past decade. As an adjunct faculty with several institutes of higher learning, he contributes to the teaching of counselling and psychology. For those in the field, he is a supervisor, consultant and at times, a trainer. He also serves on editorial boards and scientific committees of scholarly journals and conferences in counselling and psychology.

Frederick presently serves as the Vice-President of the Singapore Association for Counselling. He holds the portfolio as Chairman of SAC's Course Recognition Board from 2014 - 2020 and is now working with stakeholders in the field in reviewing the local counsellor education landscape and the future of SAC's role in course recognition and regulation. Frederick is a SAC Registered Counsellor and Registered Clinical Supervisor. He is also a Chartered Psychologist and an Associate Fellow of British Psychological Society.

Toh Hwee Boon – 2nd Vice President

Trained as a scientist, Hwee Boon had been a researcher, technical specialist, involved in theatre and translation work at various stages of her life before starting her counselling journey as a school counsellor in 2007.

Currently the Assistant CEO of the Executive Counselling and Training Academy (ECTA), Hwee Boon still maintains her private practice and her counselling resource company and does clinical supervision. She is a SAC Registered Counsellor and Clinical Supervisor.

She was a subcommittee member with SAC and had been involved in initiating liaison in Professional Indemnity coverage, implementing SAC membership cards, writing SAC newsletter and The Savvy Therapist as well as organised SAC new member orientation sessions, SAC Self-Care initiatives, and helped to implement the first SAC Symposium in 2015. Hwee Boon believes strongly in community involvement and collaboration to reach out to people in need in the greater society.

Andy Lam – Honorary Secretary

Andy has worked in the social service sector for more than 10 years. His areas of expertise include the provision of casework services and clinical supervision, improving standards of practice through practice evaluation, and training and organisational development. An SAC Registered Counsellor and Registered Clinical Supervisor, as well as a Registered Social Worker and DISC-certified human behaviour consultant, Andy is also choice theory / reality therapy certified. He was previously the Assistant Director of a voluntary welfare organisation, focusing on practice evaluation and standards within the organisation, sectorial involvement through the participation of workgroups and training, particularly around the Code of Social Work Practice for Family Service Centres in Singapore.

Andy holds a degree in Master of Social Science (Counselling) from the University of South Australia and a Graduate Diploma in Social Work from the Singapore University of Social Sciences (formerly known as SIM University), in addition to a Bachelor of Science with the National University of Singapore.

Silvia Wetherell – Assistant Honorary Secretary

Silvia is a counsellor practising at a private Obstetric clinic at Mount Elizabeth Novena Hospital. Silvia has a special interest in maternal mental health, helping her clients work through pre and postpartum depression and anxiety, pregnancy loss, birth trauma, difficulties with bonding, relationship adjustment, anger management and early parenting issues.

Silvia is a Postpartum Support International Coordinator and Co-founder and facilitator of the free support group for mothers, Mindful Mums. Having been trained in London and with a Masters from Monash University, Silvia practises integratively from a humanistic perspective and incorporates mindfulness and EMDR in her counselling approach. Silvia is a SAC Registered Counsellor and also a Professional Member of ACBS (Association for Contextual Behavioural Science) and WAIMH (World Association of Infant Mental Health).

Audrey Yeo – Honorary Treasurer

Audrey is a lawyer by training, a registered and clinical member of SAC and a sandplay therapist. She has a Master of Laws, Bachelor of Laws, Master of Arts in Counselling and Post Graduate Diploma in Counselling. She is trained and experienced in the use of counselling micro skills and has extensive experience in sand play therapy. She is also an Adjunct Lecturer at TCA College and has a wide experience working with, training and supervising counselling students.

She has extensive work experience as a legal adviser in corporate work and also advised company board members in public listed companies. She has previous experience working as a counsellor. Currently, Audrey has her own private practice, Peaceful Change Counselling, as its founder and owner. She has worked with families, couples, adult individuals, adolescents and children. She deals mostly with very complex issues

across a broad range of concerns. Audrey contributed an extensive amount of time and expertise as a co-opted member of the SAC Code of Ethics Review Committee. In a joint effort with the committee, she helped draft the SAC Code of Ethics. She envisions SAC to be at the forefront of the counselling and psychotherapy profession and hopes to see the impactful presence of SAC in the community.

Celine Edmund – Assistant Honorary Treasurer

Celine is a registered counsellor and a clinical supervisor with SAC and ACA. She is the founder of Singapore Personal Counselling Service since 2013. She specialises in family & relationship issues: depression, stress reduction and anger management and dealing with grief and loss. Celine has worked with different age groups and is very versatile in her therapeutic skills to provide a non-judgmental environment for all client consultations. She has also run several workshops with government schools giving parental talks as she is an approved speaker by MSF (Ministry of Social and Family Development). She has also conducted specialised training with the Singapore Prison, Singapore Scouts Association, Institute of Technical Education, Health Promotion Board to name a few.

Celine holds a Master In Counselling from Victoria University (Melb), Australia.

Dr Jessica Leong – Committee Member

Jessica Leong is an Adjunct Teaching Fellow, Faculty of Life & Sciences, Swinburne University of Technology, Australia. She is the Director for Swinburne ECTA Programmes, Singapore. She is also a Registered Counsellor & Psychotherapist (BACP, United Kingdom) and (PACFA, Australia) and (SAC, Singapore). She holds a PhD, Counselling Psychology, MA in Counselling and MSc In TA Psychotherapy.

Jessica was accorded the Gold Award in the “Excellence in Teaching” Convention. She achieved the distinction of becoming the first certified Transactional Analyst in Singapore and has been the President of the Transactional Analysis Association in Singapore for more than 20 years.

Trina Tan – Committee Member

Trina currently is a senior lecturer with Republic Polytechnic and was leading the team as Centre Director of Whampoa Family Service Centre (WFSC).

She is a SAC Registered Counsellor and Registered Clinical Supervisor. She is also a Master Clinical Member with SAC. She holds a Master in Counselling Psychology.

Au Hoi Ting – Committee Member

Hoi Ting has 8 years of experience working in the social service sector. She has a Graduate Diploma in Counselling and Master in Social Work. She had worked 7 years as a counsellor in AWWA Family Service Centre and is currently a social worker with Sengkang Family Service Centre.

As both an SAC Registered Counsellor and SASW accredited Social Worker, Hoi Ting works with individuals and multi-stressed families who face various issues such as depression, strained family relationships, parenting issues, family violence, and other intra and interpersonal issues. She has also conducted groupwork for children and workshops to support families in enhancing family relationships. Hoi Ting is also an active volunteer with two non-profit organisations that run specialised programmes for children and families.

Carolyn Lim – Committee Member

Carolyn is a SAC registered Counsellor, a SASW registered Social Worker, and an AMFT Associate Member. She holds a Master in Counselling (Monash University) and a Master in Social Work (SUSS). She is currently with Care Corner Counselling Centre. Mainly supporting people in Mental Health, Trauma and Group Therapy for several years with creative humanistic experiential and expressive approaches that enhance the lives of people.

Prior to this, she was with Association of Women for Action and Research (AWARE) and AWWA Family Service Centre.

REPORT OF EXECUTIVE COMMITTEE

2018 - 2020

Ethics Board – Report by Chairperson, Mr Benny Bong

The SAC Ethics Board was appointed by the President of SAC and the SAC EXCO members for the period from June 2018 to 16 March 2020.

The Ethics Board did not meet in 2018 as there were no ethical complaints. There were several email consultations between the Board, the President, and the Insurance Provider but none of the complaints developed into cases.

The Ethics Board will meet only when there is an official complaint or discuss matters related to ethical issues.

Register of Counsellors Board – Report by Chairperson, Ms Jenny Giam

As of June 2018 onwards, the Board had a total of 5 meetings.

Below are the statistics:

Total **New** Applications Reviewed – 54

Total **Renewal** Applications Reviewed - 72

No. of Approvals (**New**) – 39

No. of Approvals (**Renewal**) – 62

Points of discussions / future direction

1. For renewal applications, the board would request log sheets randomly from applicants
2. Renewal Reminder for applicants whose membership to be due
3. For new applications, if clinical supervision is by non-SAC clinical supervisors, applicants are required to submit the CV of their supervisors for the board to review

Course Recognition Board – Report by Chairperson, Dr Frederick Low

In the year under review, the Board presented to and was granted approval by the Executive Committee to implement the revised Course Recognition Process. The key changes included the use of independent reviewers for the review of new courses as well as the renewal of recognition. Fees associated with course recognition application and renewal were also revised upwards.

The Board organised the inaugural Counsellor Education Networking Tea as part of its effort to engage faculty members and course leaders on 28 September afternoon. The revised course recognition process was shared with the representatives of the various institutions. The event offered an opportunity for counsellor educators to share their experiences, perspectives and hopes for the future of professional counsellor education in Singapore.

As of December 2018, the number of SAC recognised counselling courses stands at Eleven (11), offered by Ten (10) institutions of higher learning. In the coming year, the Board will focus on the implementation of the revised process and will also begin the work of revising the course recognition manual.

Membership Sub-Committee – Report by Chairperson, Ms Au Hoi Ting

In 2018, Membership Sub-Committee had organised two events, supported in the planning and execution of a joint Central CDC-SAC event and continued the publication of SAC's e-magazine.

The Savvy Therapist was published in June and December 2018 with support from the Membership Sub-Committee.

Membership Sub-Committee organised a self-care event on 24 Aug 2018: The He-Art Space. Ms Lily Chee has demonstrated how to use water colouring, an art form that can have a calming and rejuvenating effect.

Community Counsellors Sub-Committee – Report by Chairperson, Mr Joachim Lee

Preamble

The aims and objectives of the Community Counsellors Sub-Committee (hereafter referred to as “Sub-Committee”) of the Singapore Association for Counselling (SAC) are as follow:

- To seek to hear and understand professional needs and concerns regarding community counsellors in Singapore;
- To be sensitive to the systemic changing landscapes and dynamics within the context of community counsellors; and thereafter,
- To promote the professional interests and development of community counsellors.

Change of Chairperson & Vice-Chairperson

Joachim Lee (Director, MWS FSC – Tampines) took over as Chairperson of the Sub-Committee from Andy Lam (Assistant Director, Viriya Community Services) whereas Dawn Tan (Assistant Director, MWS FSC – Tampines) took over as Vice-Chairperson of the Sub-Committee from Joachim Lee (Director, MWS FSC – Tampines) as at 01 April 2018.

Welcome

The Sub-Committee that is consists of Mr Joachim Lee (chairperson), Ms Dawn Tan (vice-chairperson), Mr Andy Lam, Ms Hema Gurnani, Ms Michele Gan, and Ms Sukumaran Nair Indu, warmly welcomes Edwin Quek (Director, Casework & Counselling, Lakeside Family Services) as a member for the term 2018-2020.

Focus Group Discussion with Community Counsellors

In view of the changing landscape in the community, the Sub-Committee will be organising a focus group discussion with community counsellors in Q2, 2019. This would allow the Sub-Committee to be updated of current expressed needs and to identify opportunities for better synergising.

Systemic Approach to Clinical Supervision – Part 2

In 2016, whilst discussing the next line of focus, the Sub-Committee proposed to increase the professional identity and value add to the professional development of community counsellors. Consequently, a 2-day skill-based workshop focusing on clinical supervision was organised and held on 27-28 July 2017 with the following objectives:

1. Equipping participants with systemic thinking around clinical supervision;

2. Providing the opportunity to acquire some skill-based practice;
3. Encouraging professional feedback; and
4. Engaging participants in professional networking.

The Sub-Committee believes in the need to reinforce transfer of learning in the real world of practice. In this light, the initial idea included a series of half-day follow-up sessions post workshop to anchor key learning through coaching sessions with the trainer. Following the positive response to the 2-day workshop held in 2017, the Sub-Committee is currently planning the sequel, which will likely comprise of another 2-day workshop with 4 half-day coaching sessions, targeted to take place in Q4, 2019.

Academic Counsellors Sub-Committee – Report by Chairperson, Dr Ada Chung

On 20th November 2018, the Sub-Committee met and discussed the following items:

a. The group highlighted the following needs for school counsellors:

*Understanding how to work with multiple stakeholders and limited confidentiality

*How to protect oneself from abusive clients; legal terms and policy

*Opportunity to learn about how other schools' function & handling dilemmas

*Support and discussion of dual or multiple roles to clients in school

b. The group discussed trends seen from different student cohorts across 10 years

*Curious if the trend is seen in other clients as well, and is motivated to engage in practice research or conducting a longitudinal/retrospective study

*Group will do a literature review to find similar studies and compare surveys done

Don (SG), Ada (HK), Jim (UK), Hwee Boon (others) and report by end January.

c. The group wanted to know the needs of other school counsellors

*Survey to be created and sent to all school counsellors in SAC

*We target to publicize a networking session in March, to take place in June 2019.

**Clinical Supervision Board – Report by Chairperson,
Dr Jessica Leong**

Summary of Applicants for SAC Registered Clinical Supervisors Membership

I submit to you a summary of the Supervisors Applications that were processed:

- a. 23 applicants evaluated since July 2018 to January 2019
- b. 20 applicants processed under the old scheme
- c. 3 applicants processed under the new scheme
- d. Out of 23 applicants, 9 were approved as Clinical Supervisors; of these 9 approved applicants, 3 were approved provisionally and will require an additional 10 hours of Training in Clinical Supervision before 30 April 2019

RECOVERY TASK FORCE

- REPORT BY AUDREY YEO, HONORARY TREASURER

1. SAC EXCO made an important decision in this reporting year to undertake a recovery task for our receivables of \$76,935.63 (as at 16th July 2018). The receivables comprised mainly membership subscription fees and professional indemnity insurance premiums which were accumulated since 2012. As at 31st December 2018, the receivables amount stands at \$17,613.51. The recovery task commenced in July 2018 and is expected to be completed by end March 2019. At the end of the recovery task, the receivables amount is expected to be reduced significantly.
2. A part-time staff was engaged to assist in the recovery task. His mandate included ascertaining the causes of the accumulation of receivables and whether there were lapses in the administration and management of the invoicing and collection of dues from members. The tasks also entailed the recovery methodology, rectifying lapses and putting in place measures to prevent reoccurrence. The primary aim was not only to recover arrears if they were due but to also to put in order the administration and management of our receivables. We ensured a well-researched approach before embarking on the task to recover unpaid dues.
3. SAC EXCO wishes to report to members that several issues have been identified and clarified after diligent work and effort was made by SAC EXCO and our staff.
4. There were principally four broad reasons for the accumulation of arrears. They were:
 - a. Individuals who had previously decided not to renew membership and some who have left Singapore, passed on or have retired from practice and hence have ceased membership with SAC when they were invoiced for subscriptions;
 - b. Individuals who assumed that their membership had lapsed when they did not continue paying their subscriptions but nevertheless had been invoiced;
 - c. Individuals who were not contactable but had also been invoiced at their last known addresses; and
 - d. Individuals who overlooked payments but remained as members.
5. Individuals who had decided not to renew membership and some who left Singapore, had passed on or have retired from practice.
 - 5.1 These individuals informed the recovery team that that they had long decided not to renew their membership. Some of them have left Singapore and others have retired from practice.
 - 5.2 These individuals informed the recovery team that as far as they were concerned, they had ceased membership and hence would not pay notwithstanding that they may have been invoiced albeit wrongly.
6. Individuals who assumed that their membership had lapsed.
 - 6.1 These individuals had assumed that their membership had lapsed when they did not pay previous subscriptions and had no further dealings with the SAC. They considered themselves as non-members notwithstanding that they may have been invoiced albeit wrongly.
7. Individuals who are not contactable.
 - 7.1 Many of these individuals were not contactable by various modes of communication including telephone calls and emails. We did not receive response from them. They had been invoiced albeit wrongly.
8. Individuals who overlooked payment but remained as members.
 - 8.1 This group of individuals when contacted informed the recovery team that they overlooked payment of their subscriptions and it was from this group that we made the most recovery from.
 - 8.2 Some of these dues have been traced to have accumulated since 2012. These individuals have been invoiced since 2012 but did not pay when subscriptions or other fees were invoiced to them. As a result of the recovery task, these individuals have made payment.
9. The observation of the recovery task showed that members were invoiced annually for their subscriptions or other fees when due but little was done to ensure that they were in fact members and hence should make payment. Membership list was also not properly updated resulting in individuals claiming that they had ceased being members. Emails and telephone contacts were also not updated by members.

10. It is acknowledged that SAC EXCO should have a defaulter list and ensure that any arrears be recovered. Individuals have been kept on the membership list and repeatedly invoiced when they have ceased to be members of SAC. The receivables amount snowballed as a result of them being invoiced when they never considered themselves members. In addition, such individuals should also have their membership terminated according to the SAC Constitution when they failed and/or refused to pay their subscriptions or insurance premium.
11. It was imperative that the receivables amount be put into order and hence the recovery task. Of the previous sum of accumulated receivables of \$76,935.63, to-date we have recovered a sum of \$22,727.22 (comprising payment from 145 individuals). This will be treated as income. The balance amount which we had to disregard amounted to \$47,399.99 (comprising 172 members) for the reasons stated above.
12. Individuals who have not paid for whatever reasons given, has been taken off the list of membership with the SAC. SAC will ensure that future invoicing of subscriptions is closely monitored to ensure prompt payment and to deal with individuals who failed and/or refused to make payments according to the SAC Constitution. We have rectified the past situation and have exercised our right to terminate membership when dues remain unpaid without a valid reason so that we will not send invoices for no good reason.
13. It is also important to report that there is an outstanding sum owing by individuals to the SAC as at 31st December 2018. The amount is \$6,468 which was incurred prior to 2018. This represents the monies that were paid by the SAC on behalf of the individuals to the insurers for professional indemnity coverage of these individuals. This amount is not recoverable as the individuals were not aware of such insurance arrangements and they did not give their consent. We were at that time prioritising on how to position our profession in this regard and was not aware of this loop hole in our previous administration system. We no longer pay upfront to insurers but would instead ensure that individuals have agreed to be part of the insurance coverage and have paid their premiums before insurance coverage can take effect for them.
14. Significant changes have been made since 2018 to ensure that we improve the administration and management of insurance coverage, how premiums are determined, how invoices are sent and monitored and whether individuals make prior payment.
15. The practice of paying insurance premium to the insurers without fully determining whether the individuals wish to be part of the SAC insurance arrangements with the insurers, was the primary cause of this problem. The individuals were invoiced for the premium and there was no follow up when they failed and/or refused to make payment. These individuals refused to make payment on the ground that they never agreed to the insurance arrangement between SAC and the insurers. Some informed the recovery team that they already had subsisting insurance policy. On SAC's part, we had not determined nor obtained these individuals' consent to be part of the insurance agreement.
16. The amount of \$6,468 is not substantial and will not destabilise SAC financially. Since 2018, SAC has corrected the past lapses. A proper system to manage and administer insurance arrangements for members has been put in place to avoid past errors.
17. Conclusion
 - 17.1 The entire exercise was necessary to put our accounts receivables and membership list in good order. Future payments of annual fees, insurance premiums and other payments to SAC will be closely monitored. We have to remind individuals who have not paid as quickly as possible after the due date for payment so that there will not accumulation of arrears.
 - 17.2 A proper defaulter list will be maintained for those who do not pay their subscription, other dues or insurance premium. Individuals who failed and/or refused to make payments will be dealt with according to the SAC Constitution. The membership list has also to be reviewed annually to ensure that individuals who ceased to be members for whatever reason do not appear in the membership list and not be unnecessarily invoiced for subscriptions or insurance premiums.

17.3 We spent a substantial amount of time in this exercise and I am pleased to inform you that the accounts receivables and the membership list are now in good order. We have also put in place a more effective administrative and management system.

17.4 I thank the recovery team, our staff and members of the EXCO for their support and assistance in this exercise. Your contribution is greatly appreciated.

Audrey Yeo

Honorary Treasurer, SAC

1st March 2019

HIGHLIGHTS 2018

36th Annual General Meeting



Tech Fest



Appreciation Night



Counsellor Educators Networking Event



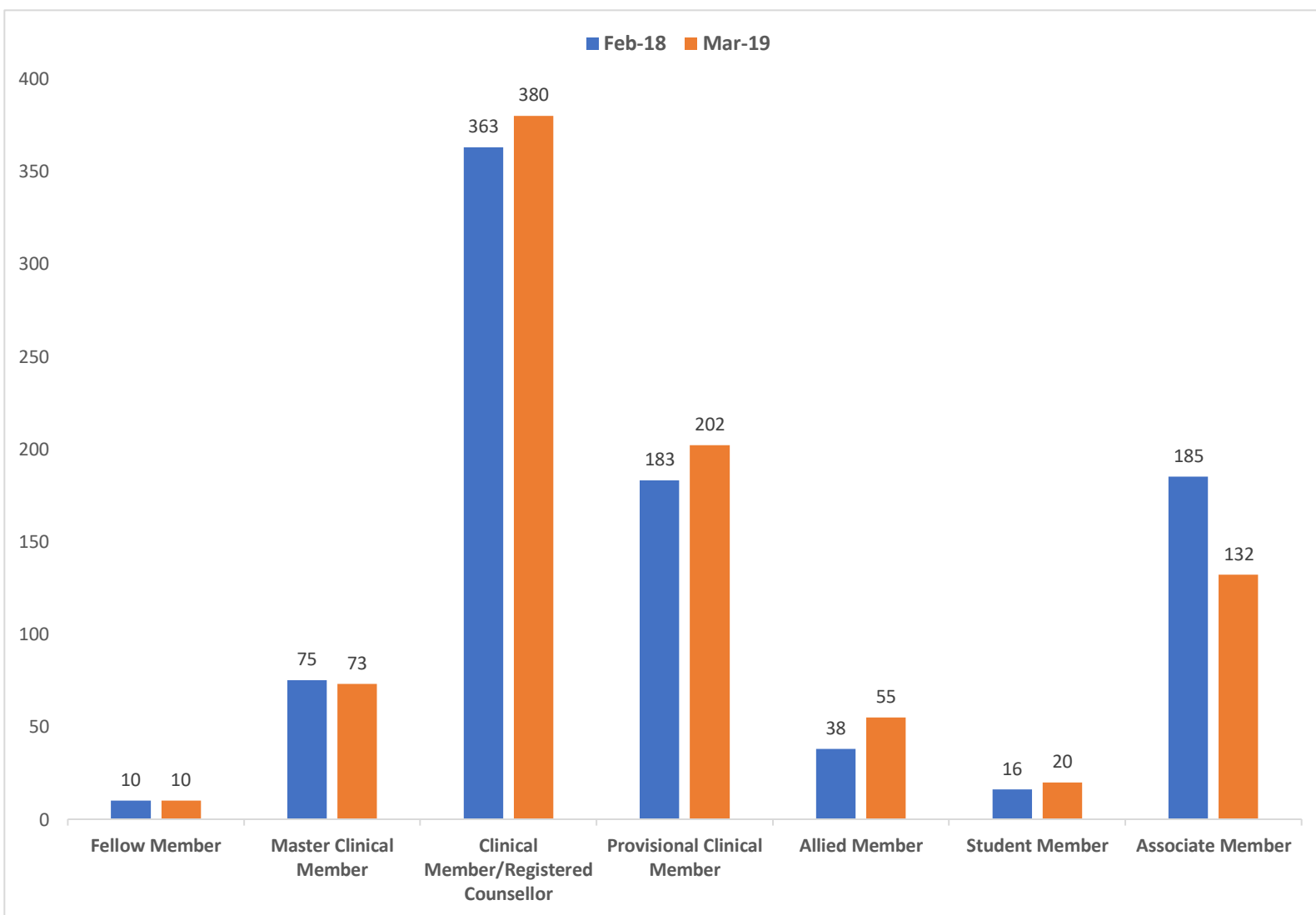
MEMBERSHIP STRENGTH - AS OF FEB 2019

Total Members (Feb 2018): 870

Total Members (Mar 2019): 872

No. of members whose names were removed/resigned from the membership for various reasons: 172

No. of new members in 2018: 107



MINUTES OF 36TH AGM

- 23 MARCH 2018

**Minutes of 36th Annual General Meeting of Singapore Association for Counselling (SAC)
held on 23 March 2018 at Sophia Cooke Ballroom,
Fort Canning Lodge,
6 Fort Canning Road, Singapore 179494**

1.	Opening
	Annual General Meeting (AGM) commenced at 7:45 pm with the opening welcome by Emcee Jeanette Alexander. Quorum : 64 Sam Kuna (SK) presented the agenda for the 36th AGM. • To confirm the minutes of the 35th Annual General Meeting held on 24th March 2017. • To receive the report of the Executive Committee 2016/2018. • To receive and adopt the Annual Report and Financial Statements for the year ended 31 December 2017. • To elect the Executive Committee for 2018/ 2020. • To elect an Auditor for 2018/ 2020 in accordance with Article 12.1 of the SAC Constitution. • To consider and if thought fit, to pass the resolution for the proposed amendment to the SAC Constitution. • To consider and if thought fit, to pass the resolution for the proposed new SAC Code of Ethics 2018. • To transact any other business. SK informed that EXCO has appointed Mr. Gregory Rajendran, Senior Partner at Rajah & Tan and President of The Law Society of Singapore, as the pro-bono legal advisor for the 36th AGM.
2.	Acceptance of Minutes of the 35th Annual General Meeting 2017
	Members accepted the minutes of the 35th Annual General Meeting held on 24th March 2017, without amendments. Proposed by Yeo Audrey, C0224 Seconded: Noor Faridah A Rahim, C0241 All in agreement, with no objections or abstentions.
3.	President's Report
	President highlighted the following pointers of the Annual Report 2017: - Key Highlights of 2016/2017 1. Official appointment of Boards and Subcommittees. 2. Dialogue with the EXCO in January 2017- to gather feedback on the implementation of the new Clinical Supervision and Qualifying Standards.

	3. Hiring and appointing of Miss Eileen Lee as our first SAC Secretariat Manager since March 2017. 4. Ongoing advocacy for counsellors and counselling in Singapore. 5. There are 870 members of which 276 are Registered Counsellors and 118 are Registered Clinical Supervisors. 6. Organized training workshop for the Systematic approach to Clinical Supervision, held on 27 and 28 July 2017. 7. Organized a 1-day conference to commemorate SAC's 35th anniversary on 3rd November 2017 8. Launch of new website and membership portal.
4.	Financial Report (FY2017)
	Hema Gurnani (HG), Honorary Treasurer of SAC presented the financial statement for the year ended 31 December 2017. - Income: \$110,700.00 - o Membership subscriptions: \$83,308.00 - o Course recognition fees: \$4,750.00 - o Innovation & Productivity Grant (NCSS):\$17,160.00 - o Conference Registration Fees & Clinical Supervision Fees: \$36,475.00 - Expenditures \$84,943.00 - Balance as at 31 December 2017: \$227,935.00 The Financial Report 2017 and the Annual Report 2017 was presented to the members for acceptance. Proposed: Pandit Preeti, CO234 Seconded: Koh Hwee Lin Evelyn Rochelle, B0048 All in agreement, with no objections or abstentions. <i>Honorary Auditor: Dubey Ram Narain</i> Note: There were two observations from the Honorary Auditor • that any payments made to SAC must include membership number so that the accountant, secretariat can trace the payment accurately. • Professional Indemnity Issue – Members are reminded to pay up for PI.
5.	Resolution
	The Resolution 1 was presented by FL as Resolution Chairman
5.1	Resolution 1
	NOTED that it was imperative to consider and if thought fit, to pass the resolution for the proposed amendment to the SAC Constitution.
	Discussion and Clarification on Resolution 1
	• Fredrick Low proposed the amendments to the Constitution. • Some of the amendments were grammatical corrections, for instance replacing the word "shall" with "should".

	- Some of the amendments were made to facilitate easier access to membership. - Some of the amendments were to clarify terminology or processes or change to numbering sequence. "Continuing professional education" was replaced by "continuing professional development" to recognise a wider range of activities.
	To pass the Resolution 1 on Amendments to the SAC Constitution
	NOTED that it was imperative to consider and if thought fit, to pass the resolution for the proposed amendment to the SAC Constitution. There were some discussions on the proposed changes and a vote was taken on Resolution 1. Acceptance of the resolution was unanimous. Proposed by Lam Kee Soon Andy, B0072. Seconded by Quek Jwee Leng Edwin, B0025. For: 58 Unanimous Against: 0 Abstention: 1 Resolution 1 was carried with 57 votes, with 1 abstention.
	The Resolution 2 was presented by Andy Lam with several updated amendments, Chairperson on the Code of Ethics Review Committee and Chaired by SK
5.2	Resolution 2
	NOTED that it was imperative to consider and if thought fit, to pass the resolution for the proposed new SAC Code of Ethics (2018).
	Discussion and Clarification on Resolution 2
	- Toh Hwee Boon sought to clarify if the Ethics Board proposed the amendments to the Code of Ethics. SK clarified that Ethics Board will attend to the practice by the members whereas the Code of Ethics is shaped by the EXCO. Toh Hwee Boon was concerned that the constant change by new EXCOs would make the Code of Ethics impermanent. Sam Kuna and Audrey Yeo brought out the difference between the Ethics Manual of Practice and the SAC Code of Ethics. - Section C.3.iv – Chin Mew Yam Flora, C0300 "non-professional" relationship was re-worded as "unethical" relationship. The change was proposed by Quek Jwee Leng Edwin, B0025 and seconded by Ram Narain Dubey, C0284. - Section E.2.2 – "continuing education programme" was re-worded as "continuing education and development programmes" and the header for

	Section E was also proposed to be amended to "Continual Education and Development". This change was proposed by Lim Peng Ann Adrian, B0028 and seconded by Shen Shuyliang Bryan Crucis, B0063.
	To pass the Resolution 2 on Amendments to the SAC Code of Ethics
	NOTED that it was imperative to consider and if thought fit, to pass the resolution for the proposed new SAC Code of Ethics 2018. There were some discussions on the proposed changes as presented by Andy Lam and from the members and a vote was taken on Resolution 2. Acceptance of the resolution with amendments. Proposed by Gurnani Hema, B0001 Seconded by Faquir Rose Apphia Rujiab , C0245 For: 38 Unanimous Against: 0 Abstention:0 All in agreement. Resolution 2 was carried unanimously.
6.	Election of the Executive Committee for 2018/ 2020.
	Jeanette Alexandra briefed and facilitated the election by introducing the names of members who were nominated by members by mail and in person by 6.00pm on the date of the AGM. The Election then proceeded. The successfully elected members were - President: 2 Nominees: Sam Kuna / Toh Hwee Boon Sam Kuna: Number of votes - 49 75% Toh Hwee Boon: Number of votes – 16 25% Sam Kuna was declared elected as President of SAC. 1st Vice-President: 1 Nominee: Frederick Low Poi Kee Frederick Low was declared elected as 1st Vice-President of SAC. 2nd Vice-President: 3 Nominees: Hema Gurnani / Carolyn Lim / Toh Hwee Boon Hema Gurnani: Number of votes - 17 27% Carolyn Lim: Number of votes – 17 27% Toh Hwee Boon: Number of votes – 29 45% 1 Abstention Toh Hwee Boon was declared elected as 2nd Vice-President of SAC.

	Honorary Secretary: 2 Nominees: Edmund Celine / Lam Kee Soon Andy Edmund Celine: Number of votes - 21 32.8% Lam Kee Soon Andy: Number of votes – 42 65.6% 1 Abstention Lam Kee Soon Andy was declared elected as Honorary Secretary of SAC. Assistant Honorary Secretary: 2 Nominees: Giam Xiuhui, Jenny / Silvia Wetherell Giam Xiuhui: Number of votes - 19 29.7% Wetherell Silvia: Number of votes – 41 64.1% 4 Abstentions Silvia Wetherell was declared elected as Assistant Honorary Secretary of SAC. Honorary Treasurer: 2 Nominees: Au Hoi Ting / Yeo Audrey Au Hoi Ting: Number of votes - 25 39.7% Yeo Audrey: Number of votes – 35 55.6% 3 Abstentions Yeo Audrey was declared elected as Honorary Treasurer of SAC. Assistant Honorary Treasurer: 2 Nominees: Celine Edmund / Silvia Wetherell As Silvia Wetherell was earlier elected to the position of Assistant Honorary Secretary, that leaves Celine Edmund as the sole nominee for the position of Assistant Honorary Treasurer Celine Edmund was declared elected as Assistant Honorary Treasurer of SAC. Executive Committee Members: 5 Nominees: Au Hoi Ting, Goenka Reena, Leong Jessica, Lim Carolyn, Tan Trina Au Hoi Ting: Number of votes - 40 Goenka Reena: Number of votes – 32 Leong Jessica: Number of votes - 48 Lim Carolyn: Number of votes – 49 Tan Trina: Number of votes – 57
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	Tan Trina, Lim Carolyn, Leong Jessica & Au Hoi Ting were declared elected as Executive Committee members of SAC. The members present congratulated the newly elected EXCO Members.
7.	To elect an Auditor for 2018/ 2020 in accordance with Article 12.1 of the SAC Constitution.
	As there was no Nominee submitted for the position of Honorary Auditor, nominations were invited from among the members present. Dubey Ram Narain, C0284 was nominated and unanimously elected for a second term as Auditor of SAC for 2018/2020. Proposed by Chandrasenan, Joshi, C0217 Seconded by Toh Hwee Boon, B0070 All in agreement.
8.	Any Other Business
	SK presented the Appointment of members to the various Boards: • COURSE RECOGNITION BOARD - Chairperson: Frederick Low - Members: Hema Gurnani, Irene Loi • REGISTERED COUNSELLOR BOARD - Frederick Low - Jenny Giam - Denise Yap - Reena Goenka - Bernard Mackenzie - Rose Faquir • ETHICS BOARD - Dr Cecilia Soong - Mr Benny Bong - Mr Patrick Stephen - Dr Muni Winslow • CLINICAL SUPERVISION STANDING COMMITTEE - Dr Elizabeth Nair - Dr Cecilia Soong - Mr Joachim Lee - Mr Tan Boon Huat - Mr Sam Kuna SK thanked the outgoing EXCO members, Board members and Sub-committee members for their commendable work and contributions in the past 2 years.

9.	Concluding Statement by Chairman
	The incoming EXCO, Boards and Sub-Committees will work together with SAC members to achieve the following: - Continue to support professional development - Ensure that professional benchmarks in counsellor training programs are kept current to international standards - Raise the competency, transparency and accountability for clinical supervision
10.	Adjourned to next AGM 2019
	There were no other matters and the President recommended to adjourn the AGM. The AGM ended at 10.50pm.

Vetted by

Trina Tan, Honorary Secretary (2016 – 2018)

Sam Kuna, President (2016 – 2018)

Minutes were prepared by Sapna Mathews (D0193)

FINANCIAL STATEMENTS



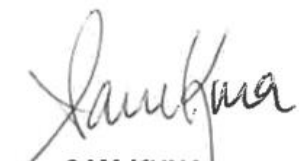
Registered in Singapore
UEN No. S83SS0024D

Year ended 31 December 2018

STATEMENT OF THE EXECUTIVE COMMITTEE

We , Sam Kuna and Yeo Audrey, being the President and Honorary Treasurer of the Singapore Association for Counselling respectively, do hereby state that in our opinion, the accompanying statement of financial position, statement of income and expenditure, statement of changes in accumulated fund and statement of cash flows, together with the notes thereon, are drawn up so as to give a true and fair view of the state of affairs of the Association as at 31 December 2018 and the results, changes in funds for the year ended on that date.

On behalf of the Executive Committee



SAM KUNA
President



YEO AUDREY
Hon. Treasurer

Singapore, 21 February 2019

FINANCIAL STATEMENTS



Registered in Singapore
UEN No. S83SS0024D

REPORT OF THE AUDITOR TO THE MEMBERS

I have audited the accompanying financial statements of the Singapore Association for Counselling ("the Association") comprising the statement of financial position as at 31 December 2018, statement of income and expenditure and statement of changes in accumulated fund and statement of cash flows for the year then ended.

In my opinion the financial statements are properly drawn up so as to give a true and fair view of the state of affairs of the Association as at 31 December 2018 and the results of the Association ended on that date; and

The accounting and other records required by the regulations enacted under the Societies Act to be kept by the Association have been properly kept in accordance with those regulations.

A handwritten signature in blue ink, appearing to read "Dubey Ram Narain".

Dubey Ram Narain
Auditor

Singapore, 21 February 2019

FINANCIAL STATEMENTS

STATEMENT OF INCOME AND EXPENDITURE

for the financial year ended 31 December 2018

	Note	2018 \$	2017 \$
INCOME			
Membership subscription incl RC & CS fees		108,871	83,308
Course recognition fee		4,583	4,750
Bank interest (Autosave)		82	59
Bank interest (Fixed deposits)		144	143
Temporary employment credit		87	48
Innovation and Productivity Grant (NCSS)		-	17,160
Email blast fee		13,700	1,200
Members activities/projects	3		
Income from activities/projects		1,158	36,475
Less: Expenses re: activities/projects		9,454	32,443
		(8,296)	4,032
		<u>119,171</u>	<u>110,700</u>
Less:			
EXPENDITURE			
Administrative support		5,048	-
Advertising and promotion		-	40
Secretariat service fee	4	30,000	20,400
Bank charges		204	119
Computer expenses & softwares		209	1,645
CPF contributions		4,924	4,918
General expenses		269	-
Internet/website	5	1,334	15,287
Medical expenses		-	146
Meeting expenses - Exco		396	134
Meeting expenses - AGM		6,650	7,297
Postage and courier		190	240
Printing and stationery		2,649	1,161
Refreshments		-	53
Rental - office equipment		1,494	-

FINANCIAL STATEMENTS

Salaries	6	31,571	26,083
Skills development fund		73	58
Subscription	7	800	5,560
Telephone		1,305	1,205
Transport and taxi fares		784	597
		<u>87,900</u>	<u>84,943</u>
Surplus/(Deficit) for the year before Taxation		31,271	25,757
Taxation		<u>1,764</u>	<u>1,838</u>
Surplus/(Deficit) for the year after taxation transferred to Accumulated Fund		<u>29,507</u>	<u>23,919</u>

The accompanying notes form an integral part of these financial statements

FINANCIAL STATEMENTS

STATEMENT OF FINANCIAL POSITION

for the financial year ended 31 December 2018

	Note	2018 \$	2017 \$
ASSETS			
Current assets			
Cash and cash equivalents	8	281,696	229,862
Trade receivables	9	6,468	19,707
Deposits		3,237	-
Prepayments		2,987	581
Total assets		294,388	250,149
ACCUMULATED FUND AND LIABILITIES			
Accumulated fund		257,442	227,935
Current liabilities			
Accrued expenses	10	1,044	1,710
Sundry creditor		269	-
Members subscription in advance		240	80
Suspense account		2,500	1,277
Course recognition fee received in advance		-	4,583
AIG-Professional indemnity insurance		32,893	14,564
Total liabilities		36,946	22,214
Total Accumulated fund and liabilities		294,388	250,149

The accompanying notes form an integral part of these financial statements

FINANCIAL STATEMENTS

STATEMENT OF CHANGES IN ACCUMULATED FUND

for the financial year ended 31 December 2018

	2018 \$	2017 \$
Balance as at 31 Dec 2017	227,935	204,016
Surplus/(Deficit) for the period after taxation	29,507	23,919
Balance as at 31 December 2018	257,442	227,935

The accompanying notes form an integral part of these financial statements

FINANCIAL STATEMENTS

STATEMENT OF CASH FLOWS

for the financial year ended 31 December 2018

	Note	2017 \$	2016 \$
Cash flow from operating activities			
Profit (Loss) before tax		31,271	25,757
Total adjustments			
Depreciation		-	-
Operating cash flows before changes in working capital		31,271	25,757
Total changes in working capital		22,327	(4,970)
Trade receivables		13,238	(3,436)
Other payables		14,732	1,068
Other receivables		(5,643)	(2,602)
Net cash flows from (Used in) operating activities		53,598	20,787
Tax paid		1,764	1,838
Net cash flows from (Used in) financing activities		-	-
Net increase/(decrease) in cash and cash equivalents		51,834	18,949
Cash and cash equivalents, beginning balance		229,862	210,913
Cash and cash equivalent, ending balance	8	281,696	229,862

The accompanying notes form an integral part of these financial statements

FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL STATEMENTS

for the financial year ended 31 December 2018

These notes form an integral part and should be read in conjunction with the accompanying financial statements.

1. General

The Singapore Association for Counselling (the "Association") is registered in Singapore under the Societies Act, Cap 311 with its registered office at 93 Toa Payoh Central #05-01, Toa Payoh Central Community Building, Singapore 319194.

The Singapore Association for Counselling is a professional body representing the interests of counsellors and psychotherapists in Singapore, including generating knowledge sharing and establishing best practice standards, to generate continued growth of the profession to meet the interests of clients.

2. Summary of significant accounting policies

2.1 Basis of preparation

The financial statements of the Company have been drawn up in accordance with Singapore Financial Reporting Standards ("FRS"). The financial statements have been prepared on the historical cost basis except as disclosed in the accounting policies below.

The financial statements are presented in Singapore Dollars (\$), which is the Institute's functional currency. All financial information presented in Singapore Dollars has been rounded to the nearest dollar, unless otherwise indicated.

2.2 Income recognition

Subscription from members are on cash basis. All others are on accrual basis.

Depreciation is calculated using the straight-line method to allocate depreciable amounts over their estimated useful lives. The estimated useful lives are as follows:

	Useful lives
Computer equipment	5 years

FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL STATEMENTS

for the financial year ended 31 December 2018

3 Members activities/projects

2018

Activities/project title	Date	Income	Expenses	Excess/(deficit)
SAC Appreciation Nite	29.06.18	-	4,285	(4,285)
SAC Peer learning series #1	20.07.18	150	101	49
SAC Self Care Sharing Zone	24.08.18	698	638	60
SAC Peer learning series #2	21.09.18	310	63	247
Counsellors Education Networking	28.09.18	-	2,060	(2,060)
SAC Peer learning series #3	16.11.18	-	200	(200)
SAC new members orientation	19.10.18	-	649	(649)
Counselling into the future	01.11.18	-	136	(136)
SAC Retreat	17.11.18	-	1,274	(1,274)
Academic Subcommittee meeting	20.11.18	-	48	(48)
		1,158	9,454	(8,296)

2017

Total projects	36,475	32,443	4,032
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4 Secretariat service fee

	2018 \$	2017 \$
Paid to Singapore Professional Centre (\$2,500 per mth)	30,000	20,400

5 Internet/website

	2018 \$	2017 \$
Paid to Geowalker Pte Ltd - software development	-	14,200
Other internet/website costs	1,334	1,087
	1,334	15,287

FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL STATEMENTS

for the financial year ended 31 December 2018

6 Salaries

	2018 \$	2017 \$
Salaries to Manager/Assistant Manager	31,571	26,083
	<u>31,571</u>	<u>26,083</u>

7 Subscription

	2018 \$	2017 \$
Singapore Professional Centre - 2018 (2017: for years 2015, 2016 and 2017)	800	5,560
	<u>800</u>	<u>5,560</u>

8 Cash and cash equivalents

	2018 \$	2017 \$
Bank balance - DBS Bank	232,011	180,321
Fixed deposits - DBS Bank	49,685	49,541
	<u>281,696</u>	<u>229,862</u>

FINANCIAL STATEMENTS

NOTES TO THE FINANCIAL STATEMENTS

for the financial year ended 31 December 2018

9 Trade receivables

	2018	2017
	\$	\$
Professional Indemnity insurance debtors	6,468	17,831
Conference debtor	-	75
VCF Training grant receivable	-	1,800
	<u>6,468</u>	<u>19,706</u>

10 Accrued expenses

	2018	2017
	\$	\$
CPF Board - CPF contributions	<u>1,044</u>	<u>1,710</u>

EXHIBIT A

TABLE OF PROPOSED AMENDMENTS TO THE CONSTITUTION OF SAC

Resolution 1 (See Next Page)

NOTED that there is a need to update the Association's Constitution in the sections - 'Name and Place of Business', 'SAC Register of Counsellors' and 'Organisation and Administration of the Association'.

NOTED FURTHER that there is a need to update the Association's Constitution to adjust for fluency and clarity.

BE IT RESOLVED that the proposed amendments in Exhibit A submitted to this meeting be and are hereby approved and accepted.

Rule No.	Existing Rule	Renumbered Rule No.	Proposed Rule	Explanation & Reason for the Amendments
2	NAME AND PLACE OF BUSINESS			
2.2	The place of business of the Association shall be at the Singapore Professional Centre, 93 Toa Payoh Central #05-01, Toa Payoh Central Community Building, Singapore 319194 or at any other address as may from time to time be decided by the Executive Committee, subject to the approval of the general membership and the Registrar of Societies.		The place of business of the Association shall be at the Workcentral Offices Pte Ltd 190 Clemenceau Avenue #06-01 Singapore 239924 or at any other address as may from time to time be decided by the Executive Committee, subject to the approval of the general membership and the Registrar of Societies.	Reflect the change of the Association's address to "Workcentral Offices Pte Ltd 190 Clemenceau Avenue #06-01 Singapore 239924"
5	SAC REGISTER OF COUNSELLORS			
5.1.2.i	Two SAC Fellow, Master Clinical or Clinical Members. At least one member shall be appointed by the Executive Committee at each Annual General Meeting for a 2-year term.		Two SAC Fellow, Master Clinical or Clinical Members who shall be appointed by the Executive Committee at Annual General Meeting.	Simplify the appointment process.
5.1.2.ii	Four Registered Counsellors from the Register. At least two Registered Counsellors shall be appointed by the Executive Committee at each Annual General Meeting for a 2-year term.		Four Registered Counsellors who shall be appointed by the Executive Committee at Annual General Meeting.	Simplify the appointment process.
5.2.1	The intended registrant shall be a Clinical member of the Association in good standing; or is currently an applicant for Clinical membership of the Association; and shall satisfy the Register of Counsellors Board that they have approved training and experience in counselling in accordance with the requirements set out in 5.2.2 or 5.2.3.		The intended registrant shall be a Clinical member of the Association in good standing; or is currently an applicant for Clinical membership of the Association; and shall satisfy the Register of Counsellors Board that they have approved training and experience in counselling in accordance with the requirements set out in 5.2.2.	Remove "or 5.2.3"
5.2.2.iii	Counselling Practicum or Internship as part of the degree programme, which includes a minimum of 100 hours in the practice of face to face counselling under supervision of an SAC Registered Counsellor or SAC Registered Clinical Supervisor, or a Clinician Supervisor approved by the institute. The supervision will consist of at least one hour of supervision for each ten hours of counselling practice.		Counselling Practicum or Internship as part of the degree programme, which includes a minimum of 100 hours in the practice of face to face counselling under supervision of an SAC Registered Counsellor or SAC Registered Clinical Supervisor, or a Clinical Supervisor approved by the institute. The supervision will consist of at least one hour of supervision for each ten hours of counselling practice.	Replace "Clinician" with "Clinical" for consistency in terminology.

5.2.2.iv	Applicant must complete 600 hours of face to face counselling within a minimum period of two years, subject to a maximum of three years. This time period need not start immediately after graduation, but must consist of one block period of time that is completed within seven years upon graduation. The recording of hours will begin only when coursework has been completed. The supervision must be by a SAC Registered Clinical Supervisor or its equivalent. The supervision will consist of at least one hour of supervision for each ten hours of counselling practice.		The intended registrant must complete 600 hours of face to face counselling within a minimum period of two years, subject to a maximum of three years. This time period need not start immediately after graduation, but must consist of one block period of time that is completed within seven years upon graduation. The recording of hours will begin only when coursework has been completed. The supervision must be by a SAC Registered Counsellor or SAC Registered Clinical Supervisor or its equivalent. The supervision will consist of at least one hour of supervision for each ten hours of counselling practice.	Replaced "Applicant" with "The intended registrant" for consistency. AND Include "SAC Registered Counsellor or"
5.3.2.iii	Either a photocopy of the certificate of attendance or a written letter confirming your participation or service is sufficient evidence of involvement in the continuing professional development (CPD) activity.		Either a photocopy of the certificate of attendance or a written letter confirming the participation or service rendered suffices as evidence of involvement in the continuing professional development (CPD) activity.	Language fluency
5.3.3	For each two-year period registered as a SAC Registered Counsellors, the registrant shall submit on the prescribed form a record that he/she has completed at least 400 hours of clinical work as described below.		For each two-year period registered as a SAC Registered Counsellor, the registrant shall submit on the prescribed form a record that he/she has completed at least 400 hours of clinical work as described below.	Correction – Grammatical error.
5.3.4	Notwithstanding 5.3.2 and 5.3.3, each SAC Registered Counsellors shall maintain active membership in the Association at the level of Clinical Member or above during the period of registration.		Notwithstanding 5.3.2 and 5.3.3, each SAC Registered Counsellor shall maintain active membership in the Association at the level of Clinical Member or above during the period of registration.	Correction – Grammatical error.
5.4.3.ii	Is found by the Board or the Association to have engaged in immoral, dishonorable, unprofessional, or ethical conduct, and such conduct is deemed to compromise the integrity of the Register; or		Is found by the Board or the Association to have engaged in immoral, dishonorable, unprofessional, or unethical conduct, and such conduct is deemed to compromise the integrity of the Register; or	Correction of typo – spelling error: unethical

7	SUBSCRIPTIONS			
7.5	Annual subscriptions shall be due and payable before or at the registration of the Annual General Meeting.			Remove this rule as it is redundant
8	ORGANIZATION AND ADMINISTRATION OF THE ASSOCIATION			
8.1	The supreme authority of the Association is vested in a General Meeting of the members and its decisions final.		The supreme authority of the Association is vested in a General Meeting of the members and its decision is final.	Correction – Grammatical error.
8.8	The Extraordinary General Meeting may be convened on the written request of at least 10 voting members. A minimum of two weeks advance notice for the meeting must be served.		The Extraordinary General Meeting may be convened on the written request of at least 30 voting members. A minimum of two weeks advance notice for the meeting must be served.	Number of voting members required for EGM to be convened to increase in tandem with the growth in total number of voting members.
9	THE OFFICE BEARERS			
	a) The President (b) The 1st Vice-President (c) The 2nd Vice-President (c) The Honorary Secretary (d) The Assistant Honorary Secretary. (e) The Honorary Treasurer. (f) The Assistant Honorary Treasurer (g) Two to Four Committee Members. (h) Representative from professional organisations' related to counselling may be invited to sit in the Executive Committee.		a) The President (b) The 1st Vice-President (c) The 2nd Vice-President (c) The Honorary Secretary (d) The Assistant Honorary Secretary. (e) The Honorary Treasurer. (f) The Assistant Honorary Treasurer (g) Two to Four Committee Members. (h) Representative from professional organisations related to counselling may be invited to sit in the Executive Committee.	Correction of typo – grammatical error: organisations

14	TRUSTEES			
14.1	If the Association at any time acquires any immovable property, such property shall be vested in trustees subject to a declaration of trust. Any trustee may at any time resign his/her trusteeship. If a trustee dies or becomes a lunatic or of unsound mind or moves permanently or is absent from the States of Singapore for a period of one year, he/she shall be deemed to have resigned his/her trusteeship. If a trustee is guilty of misconduct of such a kind as to render it undesirable that he/she continue as a trustee, a General Meeting may remove him/her from his/her trusteeship. Vacancies in the trusteeship may be lesser than five or greater than two. Notice of proposal to remove a trustee from his/her trusteeship or to appoint a new trustee to fill a vacancy must be given by affixing in the premises of the Association a document containing such proposal at least two weeks before the meeting at which the proposal is to be discussed. The result of such a meeting shall then be notified to the Registrar of Societies.	14.1	If the Association at any time acquires any immovable property, such property shall be vested in trustees subject to a declaration of trust. Any trustee may at any time resign his/her trusteeship. If a trustee dies or becomes a lunatic or of unsound mind or moves permanently or is absent from Singapore for a period of one year, he/she shall be deemed to have resigned his/her trusteeship. If a trustee is guilty of misconduct of such a kind as to render it undesirable that he/she continue as a trustee, a General Meeting may remove him/her from his/her trusteeship. Vacancies in the trusteeship may be lesser than five or greater than two. Notice of proposal to remove a trustee from his/her trusteeship or to appoint a new trustee to fill a vacancy must be given by affixing in the premises of the Association a document containing such proposal at least two weeks before the meeting at which the proposal is to be discussed. The result of such a meeting shall then be notified to the Registrar of Societies.	Removal of "the States of"

MEMBERS' LISTING

- AS OF 1ST FEB 2019

Fellow Member

D'Rozario Vilma
Khoo Molly
Nair Elizabeth
Ng Tiat Khuan Jonathan
Ong Teck Hong
Syn Margaret
Tan Swee Yee Joyce
Thio-Ho Twa Moi Vicky
Toh Juliana
Yeoh Gueh Kwang

Master Clinical Member

Ang Teck Ee
Ang Ting Ting Sophia
Bong Benny
Bung Theresa (Tan Lee)
Chan Lai Cheng Jessica
Chan Pei See Joyce
Chan Teck Yoong Theresa
Chandra Diana
Chen Xiao Ming Jean
Cho Chia Min
Chua Irene
Chua Wang Soon Ruth
Chung Yee Lin Ada
Dang Thi Que Huong Esther
De Souza Virginia
Goh Song Eng
Guee Chai Koong Andy
Gupta Suhrita
Gurnani, Hema
Ho Geok Choon Danny
Ho Kar Yue Benjamin
Ho Swee Min Laurence
Hogan, Debbie
Jebal, Pushpalatha Sheena
Jim Bin Ismail Omar Bek
John, Joseph
Koay Li May Michelle
Koh Ai Sim Linda

Koh Choo Choo Sharon (Mrs Sharon Sng)
Koh Hwee Lin Evelyn Rochelle
Koh Soo-Tho Angelina
Kok Lee Fong
Kong Seet Mui
Kuna Sam
Lam Kee Soon Andy
Lau Hon Shin
Lee Boon Ooi
Leong Yi Mei Cheryl
Lim Beng Khuan Christine
Lim Peng Ann Adrian
Lim-Choy Puay Wun
Lim-Teo Lek Mei Charlene
Loi Irene
Loke Keng Choong
Low Anna Maria
Low Siew Har Dorothy
Low Teck Keong
Mack Wing Hung Wilson
Murthy, Clyde Michael
Ng Bee Eng Debbie
Ng Carolyn
Ng Chong Chee Dan
Nisha Rani Rugnath
Nur Farha Qaiyishah Raj
Ong Chooi Seng
Ong Kie Wee Tony
Ong Kwee Hiong Clare
Ow Yong Lai Meng
Quek Jwee Leng Edwin
Ramachandran, Saradha
Shen Shuyliang Bryan Crucis
Tan Boon Huat
Tan Chin Yeow Augustine
Tan Kay San Wilson
Tan Li Lian Trina
Teo Lak Kwang William
Toh Hwee Boon
Wong Gah Mun Connie
Wong Mee Yin

Yap Lay Khoon Doris
Yeo Kong Leong Alan
Yeo See See Lynette
Yoo Siew Foong Florence

Clinical Member/Registered Counsellor

Achanta Shanti
Agashe Madhura
Ang Bee Lin Marlene
Ang Bin Hua Yvonne
Ang Kim San Norman
Ang Yew Chuan
Au Hoi Ting
Au Kum Ying Jennifer
Azrin Bin Abdul Rahim
Bamanshaw Trevor Gerard
Bauer Muriel
Beck Kevin Roy
Bong Jenny
Castro, Genevere Tolibas.
Chai Chin Yaun Nancy
Chan Boon Pin Frank
Chan Chooi Yee Rosemary
Chan Guat Choo
Chan Hong Khim Albina
Chan Lai Peng Victoria
Chan May Peng
Chan Peng Meng
Chan Peng Yew Raymond
Chan Quee Eng Carrie
Chan Sook Ying Jacqueline
Chan Tuck Chee Philip
Chan Wai Kuen Adelina
Chan Yim Peng Grace
Chan Yin Fun Rachel
Chandrasenan, Joshi s/o
Chang Cheng Ern Lydia (Lim C.E Lydia)
Chang Chiu Mei
Chang Choy Ling Florence

Charley Joyce
 Chee Ai Lay
 Chee Hsieh Mei Charmaine
 Chee Sau Mui Fiona
 Chen Boyu
 Chen Shiyun Charlotte
 Chen Ya Shu
 Chen Yee Sing June
 Cheng Chee Seng
 Cheng Chi Yin Sylvia
 Cheong Huan'er Christine
 Cheong Mun Kin
 Cheong Mun Yee
 Cheong Wah Loong Alvin
 Chew Geok Bee
 Chew Yat Peng
 Chia Hui Erl
 Chia Kwok Ying
 Chia Lee Meng Pauline
 Chia Puay Cher Joan
 Chia Siew Lian Anita
 Chia Wen Chien
 Chieng Yee Chie Joycelyn
 Chin Ga Li
 Chin Hui Shin
 Chin Mew Yam Flora
 Chin Yoke Mun
 Chin Yong Ann Michael
 Ching Pui Fun
 Chiu Chung Man Mandy
 Chiu Mei Mei Cassandra
 Chng Sock Wah Paulina
 Chong Ann Foong Coreen
 Chong Evelyn
 Chong Kum Wah Raymond
 Chong-Tan Seok Hwa Vivien
 Chou Shen Chi Deborah nee Lie
 Chow Oi Har
 Chua Gek Lin Germaine
 Chua Hock Leng Timothy
 Chua Kah Hwee
 Chua Kok Teng Elaine
 Chung Ee-Lynn Rachel
 da Roza Andrew John
 Dasari Pushpavathie
 Deng Chee Kwong Jeremiah

Devika d/o Kumarasamy
 Dubey Ram Narain
 Duraipandi, Angeline Jayanthi
 Edmund Celine Vasantha
 Ee Cheng Lian Vivian
 Faquir Rose Apphia Rujiab
 Fathima Shafeeka Bte
 Mohamed Faris
 Fernando Monica Christine
 Foo Lai Lan Paula
 Foo Mui Leng
 Foo Soo Jen
 Gajardo Eugenia
 Gan Su Keng Peter
 Giam Xiuhui
 Go Kim Hong Monica
 Goenka Reena
 Goh Kee Chye Lawrence
 Goh Kui Hwa
 Goh Meibo Guilini Grace
 Goh Shan Shan Vivien
 Goh Siew Kim Wendy
 Goh Sue Chern Susan
 Goh Tian Seah Richard
 Goldstein Julie Netanela
 Guo Lih Jia
 Haji Agus Bln Abdullah
 Heng Su-Yin Jacqueline
 Hiew Ying Min
 Ho Kok Inn
 Ho Koon Lee Connie
 Ho Soo Yi Karen @ Mrs Karen
 Sng
 Ho Sum Tim Christina
 Holmes, Claire Ruth
 Hong Joey
 Hsi Kay Tee Timothy
 Ip Lee Lee
 Ip Chi Keung
 Jabines Christopher Bello
 Jewitt, Amanda Lea
 Kan See Mun
 Kang Chun Yong Dave
 Kapoor Neeta
 Kavitha d/o Manokaran
 Khanna Vandana
 Khoo Siew Bee

Khoo Siew Eng
 Khoo Siew Lynn Lynette
 Kobayashi Hiroko
 Koh Ai Jin
 Koh Ai Pei Alicia
 Koh Bee Cheng Dawn
 Koh Bee Hoon Belinda
 Koh Bee Ling Majorie
 Koh Chin Mei Diana
 Koh Hong Wue Jessica
 Koh Karmen Audrey
 Koh Lee Sian Agnes
 Koh Li Wei Dawn
 Koh Ling Ying Pamela
 Koh Mei Lien Candice
 Koh See Boey Wendy
 Koh Siew Yen Gary
 Koh Yoke Sim Grace
 Koh, Angela May Lin
 Kok Jin Kuan
 Kong Mun Yee Cynthia
 Kunaselan Selvarani @ SILVER
 Kwan Poh Chue Jaclyn
 Kwek Teck Hong Benjamin
 Lai Tien Chin Jacintha
 Lam Yoke Fong
 Lau Choe Keng Trudy
 Lau Mui Choo Wendy
 Ledesma Miranda
 Lee Chung Yean Jeffrey
 Lee Ee Ling Jintana
 Lee Hui Lan Winnie
 Lee Joyce Sue
 Lee Mui Cheng Clarissa
 Lee Mun
 Lee Pedjoe, Patrice Catherine
 Lee San San Suzanna
 Lee Shu Hui Pristin
 Lee Sock Kuan
 Lee Soo Pin Pauline Addison
 Lee Suet Fong Lisa
 Lee Swee Leng Merleen
 Lee Tai Loong Joachim
 Lee Yee Sing (Pang Hong Tin)
 Lee Yoke Mey
 Lee-Lek Siew Ling Yvonne

Leong Geok Hiok Pauline
 Leong Kok Kuan
 Leong Mun Leng Joana
 Leong Wai Mun
 Leong Woo Ho Raymond
 Leow Hock Chuan John
 Leow Peng Peng Janis
 Lian Tai Yu Amanda
 Liang Mei Lun Alice
 Liao Kien Fie Albert
 Liew Shuh Onn Desmond
 Lim Ai Chia
 Lim Bee Bee Carolyn
 Lim Bee Lian Judith
 Lim Bee Yian Vivien
 Lim Chee Ding Betty
 Lim Chiew Shan Wendy
 Lim Gek Tin Donna
 Lim Hui Khim
 Lim Mei Imm Magdalene
 Lim Mui Gek Jane
 Lim Puay Eng
 Lim Say Teck Richard
 Lim Tze Chuang Dustin
 Lim Wan Cheng Cheryl
 Lim Weng Kee Ivan
 Lim Zhi Xiang Benedict
 Lim Zhiyi Gmy
 Lim-Tan Guay Neo Florence
 Lincoln Colin Michael
 Ling Yin Peng Joyce
 Livingston Anna Catherine
 Lo Hui Min Chrystella
 Loh Bee Chin Cindy
 Loh Kooi Keng Joselyn
 Loke Foong Ping Alicia
 Loo Florence Ruth
 Louis Halbert
 Louis, John Philip
 Louis, Karen McDonald
 Low Poi Kee Frederick
 Low Yiing Jia
 Lu Winny
 Lui Hah Wah Elena
 Luo Pin Xuan
 Mackenzie, Bernard

Mali, Arati Vidyadhar
 Manasseh Ruth
 Mar Wan Yee Iris
 Mariambee Binte Abdul Hamid
 Mendis Mahesika Dilani
 Mittal Vinti
 Mohajer Mozhddeh
 Mohammed Zulkarnain Bin
 Abdul Aziz
 Mok Hwee Bee Cecilia
 Mok Nellie
 Moody Ian Andrew
 Moong San Hwee Leonard
 Muhammad Hafiz Bin Zainal
 Abidin
 Mundae Aarti
 Nah Kiat Yong
 Neo Mary
 Ng Hwi Meow Agnes
 Ng Poh Yaip Steven
 Ng Siang Kiat Vivienne
 Ng Siew Siew Jaslyn
 Ng Sook Wai Jaime
 Ngiam Kee Peng
 Noor Faridah A Rahim
 Oh Wan Chyi Valerie
 Ong Chai Cheong
 Ong Chen Hock Charlie
 Ong Chin Aik Kenny
 Ong Hwee Ling Kathleen
 Ong I. Warton
 Ong Kek Seng Roger
 Ong Siew Hong Michelle
 Ortiz Vida Banares
 O'Sullivan Fiona Maher
 Pandit, Preeti
 Phoon Grace
 Pillai Michael
 Piyali Chakrabarti
 Png Robin
 Png Tiang Hsia Michelle
 Poh Shee Yean
 Pong Pao Ling Theresa
 Quah Poh Hock Alex
 Rafeah Bte Buang
 Rajagopal Mallighaselvan
 Joseph

Ricart Yana Berenice
 Rokiah Binte Samsudin
 Roy Angshuman
 Rusly Paula Beatrix
 Sabala Maslowska Beata
 Grazyna
 Samuel Vanessa Juanita
 Santoso Lanny
 Saravanakannan, Ganapathi
 SB Viknesan
 Seah Lay Kian
 Seah Meng Hwa
 Seow Kwee Yong
 Sheila Mukhtar Kaur
 Shin Hui Priscilla
 Siew Chee Kit Jonathan
 Sim Sian Kiong Elijah
 Sim Siew Choo Mabel
 Sim Yih Shyang Andy
 Sivadas, Rena
 Sng Ngiap Teck Jimmy
 Sng Wee Kiang Wesley
 Soh Choon Lee
 Soh Guan Heng Steven
 Soleman Margareth
 Soliano Michelle Monica
 Song Poh Poh Angeline
 SooHoo Ming Yim
 Sophian Kayat
 Stanley s/o Muthusamy
 Suganthi d/o C N Rajandran
 Sukumaran Nair Indu
 Suriya Sanjeevan s/o
 Arumugam
 Szeto Yoke Kheng Geraldine
 Tan Chwee Peng Amy
 Tan Hui Hong Dawn
 Tan Lay Bee Naomi
 Tan Li Ching Rebecca
 Tan Li Si Daphne
 Tan Lian Tuan Alana
 Tan Lih Chin
 Tan Mui Lee Doreen
 Tan Rui Ping Benjamin
 Tan Siew Foong
 Tan Siew Siew Elysia Eileen
 Tan Soh Hiang

Tan Sok Har Esther
 Tan Sok Ngin
 Tan Soo Yin
 Tan Soo Yui
 Tan Soon Choon Henry
 Tan Tzer
 Tan Wei Qi Michelle
 Tan Wei Teck Steven
 Tan Weng Hun Terence
 Tan Yen Ling Adeline
 Tan Yew Ngee Andre
 Tan Yih Sze
 Tan Yik Ching Andrina
 Tang Ai Ching Christina
 Tang Sau Tak Ricky
 Tang Sook Fong
 Tang Wai Harn
 Tang Weng Fung
 Tan-Moh Yoke Lan Janice
 Tay Jin Lu Jean
 Tay Meng Hock Sunny
 Tay Siok Choo Margaret
 Tay Sok Choo Sophie
 Tay Swee Aii Susan
 Tay Yuka Aiga
 Teo Swee Ling Lena
 Teo Wei Pin Edmund
 Teoh Kelvianne
 Teoh Tan Ping Angeline
 Tham Chee Kin Steven
 Thio-Ho Twa Moi Sally
 Tien Li Mei Alice
 Tin Tina
 Tjahjadi Sylvia
 Toh Mui Choo Gena
 Toh Quee Yong Joanne
 Too Meng Chen Eleanor
 Too Seng Hong Daniel
 Vanita d/o Kaneson
 Wang Hui Min Regina
 Wang Le Feng Andrea
 Wang Yi Shing
 Wee Boon Choon
 Wetherell Silvia
 Wong Chai Ling Natalie
 Wong Chiew Mee Jane

Wong Liang Hong
 Wong Mi Fung Doreen
 Wong Poh Hoon Jackie
 Wong Poh Ping
 Wong Weng Keong
 Wong Wun Chee
 Woo Choo Peng Matthew
 Wu Che Yun Steven
 Wu Xiulan Ashley
 Yang-Peterson Geraldine Ann
 Nicolette
 Yap Chwee Pheng
 Yap Lee Jong
 Yap Pei Sei Kayla
 Yap Xiu Fen Denise
 Yeap Hwee Ling Bettina
 Yee Boon Chen Jeanie
 Yee Foong Wah Eliza
 Yeo Audrey
 Yeo Lai Soon Anthony
 Yeo Meiluan Jasmine
 Yeo Neng Sheng Dominic
 Yoo Chin Guan Anson

Provisional Clinical Member

Aidil Ahmad Bin Muhammad
 Alpina Pal
 Ang Geok Li Wendy
 Ang Kok Poh Andy
 Ang Poon Sek
 Azhar Bin Sidek
 Balaji, Subhashini
 Bay Siow Lon
 Begum Dil Afroja
 Bongard Simon John
 Butler MaryJane Craige
 Cha Siew Yoong Reeco
 Chan Chiaw Shin Billy
 Chan Jia Hui Candace
 Chan Sei Wah Mary Fanny
 Chang Xue Li Sherry
 Chen Jing
 Cheng Mui Hong Mabel
 Cheong Lee Boon Jocelyn
 Chew Lan Yang Clarise

Chew Min Chin Timothy
 Chng Jun Hui Kayla
 Chok Juin Hwa Karen
 Chong Kim Chai Sherine
 Choo Hua Long Joseph
 Chooi Mei Sin
 Chow Yee Ling
 Chua Chiew Hoon Eileen
 Chua Geok Choo Doreen
 Chua Hui Ying
 Chua Joel
 Chua Joo Leng
 Chua Ming Hwee Solomon
 Chua Wenting Dominica Candy
 Dasler Rachel Kathryn
 Deepika d/o Naresh Jawharmal
 Desouza Merle Dolores
 Dodani Kirti Prakash
 Drabu Sukriti
 Du Minqi
 Fadzilah Binte Abdul Rahman
 Foong Pooi Yin
 Goh Loh Nah Luona
 Goh Mui Wah
 Gupta Mahima
 Halkas Katina
 Hdidinou Sanaa
 Heng Cher Hoon
 Ho Boon Chye Hilton
 Hogan Faith Felicitas
 Hoon Mei Peng Joanne
 Huggins Paula Elizabeth
 Irudayamary Joseph Maria
 Nathan
 Jain Shruti
 Jhangiani Nisha
 Kang Geok Sue Elisa
 Kannan Udayammai
 Koh Kim Lian Wendy
 Koh Lay Nah
 Koh Siew Lin Esther Meredith
 Kwek Ban Seng Leonard
 Kyaw Wint Wah
 Lai Mei Chin
 Lai Wan Ning
 Lam Choon Chaip
 Lee Betty Anizah

Lee Geok Hong Dawn
 Lee Martha
 Lee Oi Wei
 Lee Pamela Lynn
 Lee Siu Li Anna
 Lee Su Choon
 Lee Teck Ming
 Lee Tsui Ling
 Lee Wan Ling Cheryl
 Lee Yong Yeng Oileen
 Lim Ai Leen
 Lim Chiou Yuin
 Lim Dahlia
 Lim Huay Keng Katherine
 Lim Kok Min Conrad Mark
 Lim Ngee Hui Brenda
 Lim XinXian
 Lin Zhiwei Bernard
 Liu Xing
 Loo Ye Qi Audrey
 Low Junsheng Johnsen
 Low Siew Foong Janice
 Luis Jacqueline Magdalena
 Mah Ee Ying Whitney
 Manimuthu Mary
 Maria Milagros Syjuco
 Mathews Sapna
 Mazlina Binte Salim
 Mohamed Ismail Bin Abu Bakar
 Mueller Allard Alexander
 Nagoor Mohideen Fatimah D/O
 Abdul Gani
 Nazira Begum Binte Rowthagani
 Neo Hui Min Melissa
 Ng Chai Hoon Elsie
 Ng Gim Hon
 Ng Tio Wee Jason
 Ng Wei Yang Dillion
 Ngoh Chang Sim Jenny
 Nguyen Thi Gia Hoang
 Niederberger Danae Allen
 Nonis Macneu Martin
 Nooraini Binte Salleh
 Oh Boon Tai
 Oh Odelia Utama
 Ong Ai Lin Irene
 Ong Beng How Steven

Ong George Tze-Wei
 Ong Hock Lam Johnny
 Ong Kian Ming Clement
 Ong Li Lian
 Ong San San
 Ong Siew Lan Jenny
 Paradkar Vrushali Manoj
 Peh Boon Li Janice
 Pereira Chriselda Rose
 Poon Oi Lin
 Quek Hwee Kian Lilian
 Ramu Paniimalaer
 Ree Colin Gerard
 Roberts Sam
 Ruth Komathi d/o Thaya Needi
 Ryan Julie Dianne
 S. Raveendran
 Sano Hitomi
 Seah Chiew Kwan
 See Kim Keng Sherlyn
 Seet Pek Hua Maria Babara
 Sekhon Berna Esendemir
 Seng Hkawn Susan
 Seow En Hui Amadea
 Shah Kavita
 Shaikh Mohamed Reza Bin
 Mohamed Bamasri
 Sheetal Vohra
 Sim Mui Luang Gladys
 Singh Laxhman
 Siti Haslinda Binte Badul Karim
 Soenaryo Yulia
 Soon Kiang Hong David
 Sridhar Srividhya
 Stephen Patrick Solomon
 Steven Lee Chin Hock
 Sukhtankar Nandini Vijaykumar
 Suraya Binti Ali
 Suriyavarman Jagadis
 Swain Sukalyani
 Swee Fong Kheng Joan
 Swee Giok Lam Janice
 Tan Eng Choon
 Tan Keng Yan
 Tan Siew Yin Christine
 Tan Sook Khuan Helenna

Tan Teng Liang
 Tan Yi Ling Jesslyn
 Tan Yong Khoon Peter Paul
 Tan Yueling
 Tang Phak Kwong
 Tay Aik Keong Winston
 Teo May Ching Vania
 Teo Zi Rong Donavan
 Tey Mei Yan
 Tham Im May
 Ting Mei Lin
 Toh Yue Lai Grace
 Venner Marc Alexander
 Wang Shiow Mei
 Wee Moh Lee Molly
 Wong Chooi Ling
 Wong Kok Chew
 Wong Lian-Ya Katrina
 Wong Yeong Tay
 Woon Chin Ting
 Woon Li Lin Shirley
 Woon Vivien nee Hon Fooi Sin
 Woothitha Paweena
 Xiao Li En
 Yap Mei Mei
 Yeo Bee Keok Kelly
 Yeo Chee Keong
 Yeo Elaine
 Yeo Hui Ying Jaime
 Yeo Kok Hwa
 Yeoh Oon Bee
 Yeoh Phay Yee
 Yik Chow Meng
 Yiu Kam Shiu Francis

Allied Member

Belen, Joan Elaine Casuncad
 Butler Renee
 Chai Bin Hua
 Chan Chee Keong
 Cheong Kuan Yee
 Cheong Ming Han Edmund
 Chern Lye Chua Andrew
 Chow Kit Seen
 Chua Li Ming Elaine
 Fong Yow Foong

Goh Chor Siang
 Goh Kiat Foong
 Haier Diana Bte Hashim
 Ho Wei Yuen Alvin
 Jagadharan Vickineswarie
 Jim Faherty
 Jourdan Violaine Agnes
 Koh Khoon Geok
 Koh Sihui Clara
 Lam Yuet Meng Rachel
 Lee Hong Yiap
 Lee Pheng Hua Ray
 Lim Jian Wen Jasper
 Lim Kai Kok Zeb
 Lim Ming Chu Sharon
 Lim Yan Chern Gretchen
 Loh Huiling Samantha
 Long Shi Yun
 Lui Jean
 Martin Daniel Wayne
 Mausooof Meesha
 Mellissa Letchmi d/o A. Krishnan
 Mohamed Sulaiman Haja Navaz
 Moroni Claudio
 Muhammad Arif Bin Osman
 Ng Yee Peng Yolanda
 Ng Zi Hui Zanthé
 O'Neill Ian
 Ong Lee Lian Wang Lilian
 Pallot Bush Joanna Margaret
 Park Seong-Yoo Christina
 Phua Hwee Chay Derrick
 Poon Soo Yiang Amy
 Punithavathi d/o Elengovan
 Sahgal Chitra R
 Selvan Sureintheramoorthi
 Song Yanda James
 Tan Hui Yang Aston
 Tan Soo Wen
 Tang Chow Kheng
 Wong Yeet Foong

Student Member

Bong Yioe Ling
 Chang Soo Pang Glenn
 Coney Kelly-Jo Louise

Faizal Bin Abdul Rahim
 Goh Eileen
 Heng Yik Kun
 Ho Chai Rong
 Kaushik Zara
 Koh Geok Liang, Esther
 Laug Eric Jae
 Linda Christine Davies
 Lion Alexis, Meitian
 Pandithakoralage Bimali
 Quek Wan Ting
 Sim Shiang Hann Andy
 Soh Xiangying Serina
 Tan Leng Yen Jaclyn
 Tao Kexin
 Tay Hsing-Li Sharon
 Vashisht Shriya
 Wong Man Teng
 Yang Abigail Catherine Wenjie
 Yong Su Hui Flora

Associate Member

Adriana Giotta
 Anandsongvit Ritika
 Andriesz Sabreena
 Ang Lee Moi
 Athavan Shanmugam
 Baker Mary
 Boey Weng Fatt
 Carter, Margaret
 Chan Bryan Reginald, Zhi Jian
 Chan Suet Fong
 Chee Kim Li Lily
 Cheong Kum Keong Raymond
 Chia Lai Ping Jane
 Chia Wee Pheng
 Chien Chiew Piang Willie
 Chong Kim Poh Roland
 Chue Luen Song
 Desieree Elisabeth Makalew
 Dhiviyaa V Loganathan
 Eardley, Wendy Howitt
 Eng Hiap Chai Asher
 Faessler-Moro Tanja
 Fong Kim Yen
 Foo Kit Meng

Foo Mei Fang Grace
 Francis Carmen
 Goh Chye Hong Wendy
 Goh Kong Cheow
 Goh Siew Khim @ Dr Khim Goh
 Goh Yiling Eiling
 Goyal Ruchi
 Grimes, Odette
 Heng Siow Ing
 Ho Fook Cheong Vincent
 Jaiakumar
 Jayaram, Sharvari
 Jeyapaul, Ponniah Andrew
 Jumali, Julita Bte
 Kalavathi, Ramdass
 Kan Sze Han Kelly
 Kaur, Harbinder
 Kaur, Lakhvinder
 Khare, Mala C.
 Koh Bee Ping
 Koh Liang Kwan Daniel
 Kumar Gurpaljeet Singh
 Lardi Robyn Claudia
 Lau Li Eng Pauline
 Lee Seow Ping April
 Lee Yih Chih Samantha
 Lee Yong Kang Isaac
 Liew Lee Kien
 Lim Chor Fung Joyce
 Lim Eng Hwa Loren
 Lim Song Joo
 Lim Walter
 Lin Li Chun
 Ling Swee Leon Adrian
 Lo Mun Yue
 Loei Lee Kok Job
 Long Ivon
 Looi Li Keng
 Low Bee Hoon Emily
 Lui Sieu Yeng Anne Marie
 Lui Yook Wai
 Mangelsdorf Sarah
 Manon Nguyen
 Melissa Bianca Rodrigues
 Mohamed Harith bin Mohamed
 Kassim

Muhammad Haikal Bin Jamil
 Neo Ee Shiang Eleanor
 Neo Teck Koon Simon
 Ng Eew Hwong
 Ng Wei-Cher Glen
 Ngien Tai Huen Diana
 Norris Jennifer CS
 Ong Fen Fen Melissa
 Ong Mei Theng Tarin
 Overee Josephine Juliana
 Pal, Uma
 Pan Minen Elizabeth
 Patterson Antoinette Renee
 Poh Ling Yin Cyndi
 Poon Swee Boo
 Poulter, Ian Hilary
 Quek Hui Lin Fiona
 Quek Swee Hee
 R. Alamelu
 Rajoo Suseela
 Retief, Jenny
 Sabine Bouzereau-Chevillard
 Sakinah Bte Mohamed
 Sambasivam, Selvathi
 Santhana-Francis Margaret M.
 Seah Hwee Kheng @Annie Seah
 See Kok Fuen Veronica
 See Siang Hua
 Seow Kok Piat
 Shah, Devanshi Dhimant
 Shanmugam, Prem Kumar
 Sim Peng Yam Kenneth
 Siow Thutt Menn Michael
 SivaKumar s/o Kala Muthu
 Sivarajasingam Mahendran
 Sng Gin Ai Magdalene
 So Yin Nei Jeanie
 Soong Cecilia
 Steven Francis
 Sum Li Ying Elaine
 Sun Peng Lee Rosalind
 Tan Chew Eng
 Tan Hong Kheng
 Tan Hui Ping
 Tan Lee Choo Jeanie
 Tan Paul

Tan Yak Koon
 Tan-Soon Eng Peng
 Teng Lee Tat
 Teng YaoGuang
 Thevathasan, Troy Jack
 Tok Mui Peng Alice
 Tung Foong Yee Derry
 Vanderstraaten Maria
 Venkataraman Sasi Rekha
 Versolato Rebecca Simonis
 Barreto
 Vyjayanthimala V.
 Vytialingam, Helena
 Wong Yoke Ling Alice
 Yaseen Monir
 Yeo Gek Hong Julia

CONTACT INFORMATION

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190 Clemenceau Avenue #06-01 Singapore 239924
T: +65 6708 8292 E: admin@sacsingapore.org
W: www.sacsingapore.org

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Sam Kuna, President president@sacsingapore.org
Andy Lam, Honorary Secretary secretary@sacsingapore.org

Elaine Yap, Manager Secretariat admin@sacsingapore.org
Sarah Phua, Finance finance@sacsingapore.org

SAC Boards and Sub-Committees

Ethics Board

- Chairperson: Mr Benny Bong
- Mr Patrick Stephen
- Dr Cecilia Soong
- Dr Muni Winslow
- Ms Audrey Yeo
- Ms Evelyn Koh

Register Board

- Chairperson: Ms Jenny Giam
- Dr Frederick Low
- Ms Reena Goenka
- Ms Denise Yap
- Ms Rose Faquir
- Mr Bernard Mackenzie
- Ms Silvia Wetherell

Course Recognition Board

- Chairperson: Dr Frederick Low
- Ms Hema Gurnani
- Ms Irene Loi
- Ms Carolyn Lim
- Ms Au Hoi Ting

Clinical Supervision Standing Committee

- Chairperson: Dr Jessica Leong
- Mr Sam Kuna
- Dr Cecilia Soong
- Dr Elizabeth Nair
- Mr Joachim Lee
- Mr Tan Boon Huat

Academic Counsellors Sub-Com

- Chairperson: Dr Ada Chung
- Mr Mohd Zulkarnain
- Mr C.Joshi
- Mr Bernard Mackenzie
- Mr Jeffrey Lee
- Mr Steven Wu

Community Counsellors Sub-Com

- Chairperson: Mr Joachim Lee
- Vice-Chair: Ms Dawn Tan
- Mr Andy Lam
- Ms Sukumaran Nair Indu
- Ms Hema Gurnani
- Ms Michele Gan
- Mr Edwin Quek

Membership Sub-Com

- Chairperson: Ms Au Hoi Ting
- Ms Toh Hwee Boon
- Ms Silvia Wetherell
- Ms Celine Edmund
- Ms Lily Chee
- Mr C.Joshi
- Mr Sam Roberts
- Ms Miranda Ledesma
- Ms Carolyn Lim
- Ms Rose Faquir
- Ms Tan Sook Khuan
- Ms Cha Siew Yoong
- Mr Ram Dubey

APPENDIX

Table 1

UEN No. S83SS0024D



SCAN TO PAY

For payment by internet banking

Account name : Singapore Association for Counselling
Bank name : DBS Bank
Autosave Account No. : 010-013101-4

Please enter remitter's name and account number in bank form and send us an email informing us the date of the bank transfer.

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