



Project Management Institute – Singapore Chapter

PROJECT MANAGEMENT INSTITUTE SINGAPORE CHAPTER ANNUAL REPORT

2011 - 2012

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Project Management Institute – Singapore Chapter

1. Letter from the President

Greetings from the Project Management Institute Singapore Chapter (SPMI)

This is the 12th year for the Chapter which started off as a fledgling community of Project Managers from Singapore and today has a membership of over **1750** and is growing rapidly day by day. Today, we are still the largest chapter in the Region 15 of PMI.

We thank all our members, volunteers, sponsors, REP and everyone who has helped us in our journey.

As an organization tasked with promoting project management in the region, SPMI has been involved in various activities over the years spanning social, charitable and professional development events for the benefit of our members, project management professionals and the society at large.

As we close the term, I am pleased to report that we have achieved every target that we set for ourselves in the current term. The membership has grown by 9.14% in this term to 1754 members (as of 12th Apr 2012). We started the term with 1569 members at end of Feb 2011.

This year we had identified five major areas of focus:

- **Professional Development** – bringing elite speakers from the industry to share knowledge to our members
- **Focus Group** – bringing case study based events
- **Outreach** – to reach out to the Corporate World and to similar institutions and help spread PMI Standards and work out joint programs and sponsorship
- **REP** (Registered Educational Providers of PMI) – to support them in their mission to provide education, PDU's and meaningful programs with discounts for SPMI Members wherever possible.

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- **Social and Networking** – as part of our social and community responsibility, a dedicated team managed social and networking related events.
- **Regional Symposium** – to have good speakers who would share their knowledge and to enable our members to benefit from these and give them an opportunity for networking.
- **IT Support** – to revamp the website, support event registrations, keep members informed about latest happening and create an avenue to provide Chapter information to members

Some of our achievements:

1. Thirty five (35) Events organized in Twelve months.
2. We held our 7th Regional Symposium on the 14th and 15th November 2011 with the Theme: **"PMI Singapore Regional Symposium 2011"**. The Symposium had a record attendance of over 800 attendees with prominent speakers from across the Globe. There were speakers from places as diverse and far away as Australia, Canada, England, India, Indonesia, Malaysia, New Zealand, Singapore, and USA.
3. Good NEWS to share with all of you is that the SPMI Regional Symposium 2012 committee has already been formed and the working committee already started aggressively working on various arrangements.
4. We look forward to your continuous support for the coming symposium and events. Please come forward to volunteer yourself to assist the chapter and very importantly is to show your support by signing up for the Symposium as soon as the registration is opened! Your participation and feedback will enable the chapter to improve the quality of the events, and to serve you better.
5. We have revamped our Website to give a renewed look and the new website was successfully launched during the Regional Symposium

6. We continued our weekly Newsletter with informative articles, FAQs, event details and round up of important news from the region. As committed to you, we attempted to restrict our e-mails to you to a maximum of three in a week.
7. We started a new initiative "Case Study Contest" to reward best projects. And we are planning to do this every year even in a bigger scale.
8. We held our membership night gala dinner for our members networking and relaxation. We had about 200 registrants. We thank you for your support.
9. We held a social outing at the Red Cross Home for the disabled. We had the Chinese orchestra entertainment and was followed by lunch, distribution of mandarin oranges and red packet of SGD 20
10. Oliver R Siasat, Aik Hoe Seow, Cyril Boon Keng Quah were awarded the PMI Singapore Chapter President's Award for outstanding contribution to the Chapter
11. Jasmine Tan, Praveen Dayal, Bhawini Alok Navapura, Neha Tripathi, Sunny Han Chung Tan, Nithin Kumar Bomirasipeta, Tim Gorter were awarded the PMI Singapore Chapter Extra Mile Award
12. ie IDEAS and SB Tan were awarded the PMI Singapore Chapter Excellent Service Award.

These are just a few of the many accomplishments we've made in the current term. As committed, we focused more on partnering with companies, student outreach and community relations, and with REPs. The Executive Committee is committed to providing the leadership, guidance and support to bring the PMI Singapore Chapter to the forefront of providing value to membership and advancing the project management profession.

This term has been very meaningful for the Singapore Chapter as we focus and work towards our mission and vision to advance the profession of project management.



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I am very proud of our executive committee members and volunteers for all of their accomplishments. I take this opportunity to thank the membership for their overwhelming support to make this term a great success for the PM Community in Singapore and to the chapter. It is your overwhelming support and active involvement that keeps us going in this volunteer service.

I would like to give special thanks to ie IDEAS who have provided excellent Secretarial support throughout the term and have put in extra effort whenever we were in need.

I would also like to give special thanks to SB Tan & Co who have been diligently keeping our accounts and have guided us in financial matters.

Thanks are due to **Dr. Shaligram Pokharel** who is the Region 15 mentor, for giving us guidance whenever we needed it.

We look forward to more high quality programs and achieving greater heights in the new term.

Sincerely,

Alex Siow

President

Project Management Institute - Singapore Chapter

2. Board of Directors



Alex Siow, President



**Seng Chong Tan,
Vice President**



**Umesh Ursekar,
Vice President**



**Rama Mamidi,
Secretary**



**Cyril Boon Keng
Quah,
Asst Secretary
(Acting)**



**Jasmine Tan,
Treasurer**



**Praveen Dayal,
Asst Treasurer
(Acting)**

2.1 Elected Board Members

 Oliver R Siasat	 Aik Hoe Seow	 Bhawini Alok Navapura
 Neha Tripathi	 Sunny Han Chung Tan	 Akbar Hussein
Board Member	Board Member	Board Member

2.2 Auditors & Legal Advisor

 Amolat Singh Hon. Legal Advisor	 Nithin Kumar Bomirasipeta Auditor	 Tim Gorter Auditor
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3. Professional Development Programs

We organized ten Professional Development Programmes that attracted as many SPMI members and non-members to these events. The Team that brought this to you comprised of Aik Hoe, Sunny and Neha. I would like to thank them for their contributions in organizing the events. I would like to thank all the speakers mentioned below who took time and energy to speak at our events.

The events organized this term were:

1. *One Page Lesson for Psychological Contracts*
Speaker: Ms. Irina Miu
2. *Leveraging the Power of Project Management in Supply Chain Initiatives*
Speaker: Mr. Subrata Pal
3. *Business Driven Project Portfolio Management - Conquering the top 10 PPM risks that threaten success*
Speaker: Mr. Mark Perry
4. *One Page Lesson for Psychological Contracts (Re-Run)*
Speaker: Ms. Irina Miu
5. *Agile Leadership*
Speaker: Mr. Niket Karajagi
6. *PMP vs. PRINCE2: A David and Goliath?*
Speaker: Mr. Charles Lim
7. *itSMF - Achieving Operations Excellence with Knowledge Management*
Speaker: Mr. Henrik Savia



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8. *Innovation and Project Management – Is there a fit?*
Speaker: Srinivasan S Iyer
9. *MISSION IMPOSSIBLE - Rescue Troubled Project*
Speaker: Mr. Nah Wee Yang
10. *Project Soft Power – Learn the Secret of the Great Project Leaders*
Speaker: Mr. Jeremie Averous

4. Focus Group Programs

We organized six Focus Group Programmes, exclusively for SPMI Members, attracted many SPMI members to these events. The Team that brought this to you comprised of Neha, Sunny and Aik Hoe. I would like to thank them for their contributions in organizing the events. I would like to thank all the speakers mentioned below who took time and energy to speak at our events.

The events organized this term were:

1. *Creative Thinking Skills*
Speaker: Mr. Michael Lum
2. *PMP Boot Camp*
Speaker: Mr. Michael Lum
3. *Project Management in Public Health Services – ENHANCING AMBULANCE SERVICES: A Case Study*
Speaker: Dr. Shaligram Pokharel
4. *Investigation Process Questions that would change your life as a Project Manager*
Speaker: Mr. Matt Fourie
5. *Learning from Projects: Conducting a Post-Mortem Analysis*
Speaker: Mr. Jaiveer Singh & Chand K Vishwakarma
6. *Challenge The Boss or Stand Down?*
Speaker: Mr. Jeffery Foo

5. Outreach Programs by other Societies

1. *itSMF - Achieving Operations Excellence with Knowledge Management*
Speaker: Mr. Henrik Savia
2. *SCS - Leveraging the Power of Project Management in Supply Chain Initiatives*
Speaker: Mr. Subrata Pal
3. *itSMF Singapore 2012 Annual Conference*
4. *ISACA – TACS 2012*

SPMI has supported a project InfoPier by SCS and supported by IDA. We now have their logos in both of our organizations' webpages

SPMI had an understanding with NAAEC (Ngee Ann Adelaide Education Centre), SiTF, SMUAA, JMC Alumni.

6. REPs

We held a breakfast - meeting with the REPs in Singapore. The intent was to see how we could work together with them to add value to our members and to provide better learning opportunities.

We had several events held by REPs with SPMI's support, by SPMI with REP's support and events held by REPs and jointly with SPMI.

Some of these were also Professional Development Events. We show them here to showcase the closeness of our working relationship.

Some were run by the REP's with special discounts to SPMI members.

Some of the events are also mentioned under Professional Development. We have repeated some here to show the extent of the co-operation between SPMI and the REPs.

The following were the events:

1. *iProject - Practical Project Management Workshop*
Facilitator: Mr. Oliver Siasat
2. *PMP vs. PRINCE2: A David and Goliath?*
Facilitator: Mr. Charles Lim
3. *MISSION IMPOSSIBLE - Rescue Troubled Project*
Facilitator: Mr. Nah Wee Yang

7. Social and Networking Programs

We organized four social and networking related Programmes, exclusively for SPMI Members. The Team that brought this to you comprised of Sunny and Aik Hoe. I would like to thank them for their contributions in organizing the events. I would like to thank all the speakers mentioned below who took time and energy to speak at our events.

The events organized this term were:

1. HR Management in Project - Doing it the FUN Way
Speaker: Mr. Vinson Ong
2. Managing Stress in Projects
Speaker: Mr. Nawaz Mohd
3. Visit to the Red Cross Home for Disabled
4. PMI Singapore Chapter Annual Members' Night 2012



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8. Regional Symposium

We organized our 7th Regional Symposium on 14th and 15th November 2011 at Resort World Sentosa Convention Centre.

It was a truly multinational cast of speakers giving the attendees the benefit of their knowledge and experience Sponsors for the Event.

We had speakers from places as diverse and far away as Australia, Canada, England, Holland, India, Indonesia, Malaysia, New Zealand, Peru, Philippines, Qatar, Singapore, South Africa, Sweden, Taiwan, and USA, this symposium has attracted more than 800 participants from around the regions.

We had 11 booths and 20 speakers covering two tracks over the two days.

We had the Presidents of the Indonesia Chapter, Philippines Chapter, and Malaysia Chapter.

We had Mr. Louis Mercken from the Board of Directors of PMI, as our keynote speaker.

One good news to share with all of you is that the PMI Singapore Regional Symposium had been identified by PMI HQ as a supported event and SPMI would continue be getting support from PMI HQ for our future Symposiums.

We look forward to your continuous support for the coming symposium and events. Please come forward to volunteer yourself to assist the chapter and very importantly is to show your support by signing up for the Symposium as soon as the registration is open! Your participation and feedbacks will enable the chapter to improve the quality of the events, and to serve you better!



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PMI Singapore Chapter would like to thank the Sponsors, namely: Microsoft, Comat, ESI International, Knowledge Method, IIL, NAAEC Ngee Ann-Adelaide Education Centre, PDA, ISS-NUS Lucid IT, NTUC LearningHub, ProjectPro and New Access.

I would also like to thank Oliver, Cyril and Bhawini. Of course, you might have seen the whole Executive Committee team at hand to provide all the help to the members.

We had the good fortune to have **Mr. Zainudin Nordin**, Member of Parliament for Bishan-Toa Payoh GRC and Chairman of Government Parliamentary Committee for the Ministry of Manpower, as the Guest-of-Honor for the Symposium.

9. Professional Development Programs

We revamped the entire website and we have a new service provider ProteonSoftware.com. We have a lot of new features and with more customization possibilities. The Team that brought this to you comprised of Nitin Bommarasipeta, Tim Gorter. I would like to thank them for their contributions. I would like to thank ProteonSoftware for all their support.

10. Financial Report

PMI Singapore Chapter is in a sound financial position with SGD 466,480.08 - as total reserve as at 31st December 2011-. This is due to a significant increase in the attendance at Symposium, Professional Events, Sponsorship and an increasing membership. The detailed Profit and Loss and Balance Sheet are presented in Appendix A and Appendix B respectively. All values used in the statements are represented in Singapore dollars.

This year the Finance Function has proposed the Finance Reserve which is put forth for your Approval.

Exception Reporting

During the course of the year, we spent more than SGD 30,000 in a month on three occasions to Resort World at Sentosa, all related to Symposium expenses.-

Clause No 12.4 of our constitution states that "for any expenditure in excess of \$30,000 per month, Executive Committee shall get an approval from a subsequent General Meeting". As required by the Constitution, I would like to request for your approval in this case. If there are questions, please let us know.

Balance Sheet and Conclusions

The net worth position of the Chapter is strong with SGD total current assets and no liabilities. The increased net worth will enable the Chapter to improve the services offered to members.

Special thanks to Ms Jasmine Tan, Treasurer and Mr Praveen Dayal, Assistant Treasurer (Acting) for smooth handling of this huge volume of payment transactions and ensuring timely payment to our suppliers.



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11. Awards

Thank you all for your nominations for the recognition of volunteer works by the executive committee members and SPMI members at large. We would like to encourage you to participate in volunteering on various activities so that we can be even better in the future.

The awardees this year and the awards are:

- Oliver Siasat, Cyril Quah and Seow Aik Hoe who were awarded the PMI Chapter President's Award for outstanding contribution to the Chapter
- Jasmine Tan, Praveen Dayal, Bhawini Navapura, Sunny Tan, Neha Tripathi, Nithin Kumar Bomirasipeta, Tim Gorter who were awarded the PMI Singapore Chapter Extra Mile Award
- ie IDEAS and SB Tan & Co were awarded the PMI Singapore Chapter Excellent Service Award.

12. Membership

As the Singapore Chapter matures, we are also growing from strength to strength. As we close the term, I am pleased to report that we have achieved every target that we set for ourselves in the current term. As a result, the membership has grown by 9.14% in this term to 1754 members (as of 12 April 2012). We started the term with.

This increase in membership was collectively achieved by the team by focusing on creating more value for the members by increasing the number and diversity of events made available for the members. Some of the initiatives and activities to drive membership rates that were initiated last term have been continued onto the current term are:

- ❖ Fees for members to attend the chapter events were kept lower than for non-members thus translating in significant savings over the past year for new members
- ❖ Students and aspiring PMPs were encouraged to join through the development of additional targeted programs that would welcome them to the chapter thus increasing the chapter's membership and diversity

We are confident that as the value proposition for our members continues to improve so will the overall membership numbers. The leadership team is clear that it is not only important to get new members but that it is equally important to retain and nourish the existing membership. We look forward to yet improving the value proposition for our membership and more exciting times ahead.

13. Sponsorship

The members of the Board of the PMI Singapore chapter would like to acknowledge the wonderful support received through the year from the following organisations

- ❖ Microsoft
- ❖ Comat
- ❖ ESI International
- ❖ IIL Asia
- ❖ Knowledge Method
- ❖ Ngee Ann Adelaide
- ❖ PDA
- ❖ ISS-NUS Lucid IT
- ❖ NTUC LearningHub
- ❖ ProjectPro
- ❖ New Access

Their active support is greatly appreciated and without which the activities of the chapter would be severely restricted. On behalf of all of the chapter's members, we say THANK YOU.

14. Students Function

We sponsored a Diploma Prize at our Annual Members' Night on 17 February to School of Engineering, Republic Polytechnic. This will be awarded to students with good academic results



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15. Volunteer Contribution

The PMI Singapore Chapter relies on the dedication and passion of volunteers to offer members excellent programs and opportunities to expand their professional network. Several volunteers have contributed their time to support the operations of chapter programming and services. Over 20 members of the chapter served in non-elected roles, supporting the operations of chapter programs and services. The chapter would like to recognize and applaud the efforts of these volunteers as they work to promote the profession of project management.

Six students from Republic Polytechnic (School of Engineering) were invited by SPMI to be the student volunteers in SPMI Regional Symposium. The students are namely Lee Si Rong, Reuben Lim, Frianto Utomo, Nur Safirah Bte Abdul Malek , Siti Nasiha Bte Saiman and Seri Amirah Bte Mohammad Amin More details about the article can be found here: <http://cyriva.blogspot.com/2011/12/lscms-ig-in-singapore-regional.html>

16. Communication

We continued the Newsletter that was launched to provide members with informative articles, FAQs, event synopsis and round up of important news from the region. Additionally we are providing a channel for REPs and other PMI affiliated companies to advertise their products and service offerings through the Newsletter so that our members can get first hand information and avail the discounts.

As committed, we have restricted the news letters to three per week. We trust you are receiving adequate information about our activities.

17. Event Management and Management of Accounts

We have engaged ie IDEAS for event management and secretarial work. This has helped us to look at end to end event management covering event announcement and management, facilities, online registration and payment. I would like to thank ie IDEAS for the good support that they are providing to our operations and helping our members.

We also engaged SB Tan & Co to provide accounting services to us. The Chapter has grown and such professional accounting is now a minimum requirement. I would like to thank SB Tan & Co for the support they have provided to our operations.

Appendix-1: Income and Expenditure Statement

31st December 2011

	<u>Year to Date</u>
Revenues	
Memberships	82,986.86
Events Income-Member	380,083.27
Events Income-Non-Member	75,686.15
Other income	12,228.23
Interest Income	260.26
	<hr/>
Total Revenues	551,244.77
	<hr/>
Expenses	
AGM/EOGM Expenses	2,440.00
Accounting Fees	5,100.00
Bank Charges	153.55
Board Expenses	30,312.67
Depreciation of Fixed Assets	437.19
Donations	10,000.00
Events Expenses	292,509.98
Honorarium Expenses	10,000.00
Internet/Web Hosting	1,660.51
Postage & Courier	179.73
Printing & Stationery	807.20
Professional fees	28,164.00
Social Events Expenses	2,404.80
Sundry Expenses	290.12
Transport	8.10
Taxation	3,409.52
	<hr/>
Total Expenses	387,877.37
	<hr/>
Net Income	163,367.40
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Appendix-2: Balance Sheet

31st December 2011

ASSETS

Current Assets		
Trade Debtors	22,561.00	
DBS Bank	111,438.67	
Fixed Deposits	323,667.41	
Deposits	<u>8,813.00</u>	
Total Current Assets		466,480.08
Property and Equipment		
Office Equipments	6,729.00	
Accum Depn - Office Equipments	<u>(2,707.19)</u>	
Total Property and Equipment		4,021.81
Total Assets		<u><u>470,501.89</u></u>

LIABILITIES AND CAPITAL

Current Liabilities		
Accrual	<u>7,820.93</u>	
Total Current Liabilities		7,820.93
Total Liabilities		7,820.93
Capital		
Retained Earnings	299,313.56	
Net Income	<u>163,367.40</u>	
Total Capital		<u>462,680.96</u>
Total Liabilities & Capital		<u><u>470,501.89</u></u>

Appendix-3: List of Events

Date	Event
6-May-11	20110506 - EOGM and Talk - Excelling as a Technical Professional
23-May-11	20110523 - PD - One Page Lesson for Psychological Contracts
26-May-11	20110526 - PD - Leveraging the Power of Project Management in Supply Chain Initiatives
20-Jun-11	20110620 - iProject - Practical Project Management Workshop
17-Jun-11	20110617 - SE - Best Investment Ideas for 2nd half of 2011
22-Jun-11	REP Breakfast Meeting
30-Jun-11	20110630 - PD - Business Driven Project Portfolio Management - Conquering the top 10 PPM risks that threaten success
13-Jul-11	20110713 - FG - Creative Thinking Skills
20-Jul-11	20110720 - PD - One Page Lesson for Psychological Contracts (Re-Run)
16-Aug-11	20110816 - Networking -HR Management in Project - Doing it the FUN Way
25-Aug-11	20110825 - PD - Agile Leadership
3-Sep-11	20110903 - PMP Boot Camp
6-Sep-11	20110906 - FG - Project Management in Public Health Services- ENHANCING AMBULANCE SERVICES: A Case Study
7-Sep-11	20110907 - PD - PMP vs. PRINCE2: A David and Goliath?
21-Sep-11	20110921 - itSMF - Achieving Operations Excellence with Knowledge Management
12-Oct-11	20111012 - PD - Innovation and Project Management – Is there a fit?
19-Oct-11	20111019 - FG - Investigation Process Questions that would change your life as a Project Manager
25-Oct-11	20111025 - Networking - Managing Stress in Projects
14 & 15-Nov 11	PMI Singapore Regional Symposium
17-Jan-12	20120117 - PD - MISSION IMPOSSIBLE - Rescue Troubled Project (Venue Sponsored by KM)
28-Jan-12	Visit to the Red Cross Home for Disabled
15-Feb-12	20120215 - FG - Learning from Projects: Conducting a Post-Mortem Analysis
17-Feb-12	PMI Singapore Chapter Annual Members' Night 2012
6-Mar-12	20120306 - PD - Project Soft Power – Learn the Secret of the Great Project Leaders
15-Mar-12	20120315 - FG - Challenge The Boss or Stand Down?
16-Mar-12	itSMF Singapore 2012 Annual Conference

* * * End of Report * * *