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Case Number: 000009868
Name of Organisation: CENTRE FOR FATHERING LIMITED
UEN No: 200101825N
Submission Status: -
Submission Deadline: 01/07/2013
Submitted On: 09/05/2013

Governance Evaluation Checklist Submission for the period Jan 2012 to Dec 2012

S/No.	Code Description	Code ID	Compliance	Please provide explanation if your charity is unable to comply with the Code guidelines, or if the guidelines are non-applicable.
BOARD GOVERNANCE				
1	Are there Board members holding staff appointments? (Skip items 2 and 3 if "No")	A	Yes	
2	If the governing instrument permits staff to become Board members, they should comprise not more than one-third of the Board.	1.1.2	Complied	
3	Staff does not chair the Board.	1.1.2	Complied	
4	There is a maximum term limit of four consecutive years for the Treasurer (or equivalent) position	1.1.6	Complied	

5	There are Board committees (or designated Board members) with documented terms of reference in place to oversee the following areas, where appropriate: a. Audit b. Programmes and Services c. Fund-raising; (Applicable to IPCs & Large Charities) d. Appointment Nomination (Applicable to IPCs & Large Charities) e. Human Resource (Applicable to IPCs & Large Charities) and f. Investment. (Applicable to Large IPCs)	1.2.1	Complied	
6	The Board meets regularly with a quorum of at least one-third or at least three members, whichever is greater (or as required by the governing instrument).	1.3.1	Complied	
CONFLICT OF INTEREST				
7	There are documented procedures for Board members and staff to declare actual or potential conflicts of interest to the Board.	2.1	Complied	
8	Board members do not vote or participate in decision-making on matters where they have a conflict of interest.	2.4	Complied	
STRATEGIC PLANNING				
9	The Board reviews and approves the vision and mission of the charity. They are documented and communicated to its members and the public.	3.1.1	Complied	
10	The Board approves and reviews a strategic plan for the charity to ensure that the activities are in line with its objectives.	3.2.2	Complied	
HUMAN RESOURCE MANAGEMENT				
11	The Board approves documented human resource policies for staff.	5.1	Complied	
12	There are systems for regular supervision, appraisal and professional development of staff.	5.6	Complied	
FINANCIAL MANAGEMENT AND CONTROLS				
13	The Board ensures internal control systems for financial matters are in place with documented procedures.	6.1.2	Complied	
14	The Board ensures reviews on the charity's controls, processes, key programmes and events.	6.1.3	Complied	

15	The Board approves an annual budget for the charity's plans and regularly monitors its expenditure.	6.2.1	Complied	
16	The charity discloses its reserves policy in the annual report.	6.4.1	Complied	
17	Does the charity invest its reserves? (Skip item 18 if "No")	B	Yes	
18	The charity invests its reserves in accordance with an investment policy approved by the Board. It obtains advice from qualified professional advisors, if deemed necessary by the Board.	6.4.3	Complied	
FUNDRAISING PRACTICES				
19	Donations collected are properly recorded and promptly deposited by the charity.	7.2.2	Complied	
DISCLOSURE AND TRANSPARENCY				
20	The charity makes available to its stakeholders an annual report that includes information on its programmes, activities, audited financial statements, Board members and executive management.	8.1	Complied	
21	Are Board members remunerated for their Board services? (Skip items 22 and 23 if "No")	C	No	
24	Does the charity employ paid staff? (Skip items 25 and 26 if "No")	D	Yes	
25	No staff is involved in setting his or her own remuneration.	2.2	Complied	
26	The charity discloses in its annual report the annual remuneration of its three highest paid staff who each receives remuneration exceeding \$100,000, in bands of \$100,000. If none of its top three highest paid staff receives more than \$100,000 in annual remuneration each, the charity discloses this fact.	8.3	Complied	
PUBLIC IMAGE				
27	The charity accurately portrays its image to its members, donors and the public.	9.1	Complied	

Declarant Details

Name of Declarant:* Bryan Tan**Role in the organisation:*** Others**ID Type:*** NRIC**Name of the Firm:*****ID No:*** S7619890Z

I declare that my charity's / IPC's governing Board has approved this Governance Evaluation Checklist and authorised me to submit on its behalf. All Information given by me in this checklist submission is true to the best of my knowledge and I have not wilfully suppressed any material fact. The full responsibility for providing accurate and updated checklist information will rest with my charity's / IPC's governing Board.



My charity's/IPC's governing Board agrees to make this Governance Evaluation Checklist available for public viewing at the e-Service page on Charity Portal.

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