

LEADERSHIP

COMMITTEE MEMBERS

BOARD COMMITTEES

The Board delegated its powers to the following committees and made standing orders and terms of reference to regulate the duties of the committees to oversee its management and operations and attain objectives of **THKMC**:

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| i. Finance; | vi. Technology; |
| ii. Audit & Risk; | vii. Tender Award; |
| iii. Human Resource; | viii. Fundraising; |
| iv. Programmes & Services; | ix. EXCO |
| v. Investment; | |

All Committee members are appointed by the Board and are accountable to the Board. The decisions of the Committee are to be reported at Board meetings. Each Committee has established a set of Terms of Reference documenting its powers, reporting line, composition, responsibilities, and meeting proceedings. All Board and Committee members meet at least 4 times a year, with additional meetings at the discretion of the Committees.

FINANCE COMMITTEE assists the Board to oversee the Charity's finances, with regular reporting to the Board. The roles of the Finance Committee are to advise and assist the Board in setting financial policies and meeting financial objectives of the Charity, including accurate and timely financial reporting, cash flow management, budgetary control and review, and capital expenditure.

AUDIT AND RISK COMMITTEE assists the Board in fulfilling its corporate governance and oversight responsibilities in relation to **THKMC**'s financial reporting, internal control structure, risk management systems, internal and external audit functions. The Audit and Risk Committee is also responsible for providing advice and overall guidance to **THKMC** Management on matters relating to Enterprise Risk Management (ERM).

HUMAN RESOURCE COMMITTEE assists the Board to oversee the areas of governance and management relating to human resources, including acquisition, development, performance and remuneration matters.

PROGRAMMES AND SERVICES COMMITTEE assists the Board to monitor and review the various programmes and services run by **THKMC** in ensuring the strategic intent of the Charity of serving those in need are met in an effective and efficient manner. The committee works together with the Management to formulate new directions and introduce new initiatives to further the social impact of **THKMC** in the community.

INVESTMENT COMMITTEE recommends to the Board on appropriate investment policies. The Committee consults and works with appointed investment advisors and fund managers to manage and invest funds allocated by the Board, based on approved investment guidelines and policies. It assists the Board to regularly monitor and evaluate the performance of investment portfolios, appointed investment advisors and fund managers.

TECHNOLOGY COMMITTEE assists the Board to oversee technology-related matters, advises **THKMC** senior management team, and ensures that **THKMC**'s technology programmes support its business objectives and strategies, while providing appropriate data security and privacy.

TENDER AWARD COMMITTEE supports and advises the Board on its procurement process to ensure value-for-money, fairness, transparency and competitiveness; and to mitigate the risk of fraud. It assists and is mandated by the Board to review tenders and other means of procurement, above the threshold approved by the Board.

FUNDRAISING COMMITTEE assists and is mandated by the Board to oversee the fundraising activities of the Charity, with regular reporting to the Board.

EXECUTIVE COMMITTEE assists the Board to guide CEO/COO and senior management on implementation of strategies/business plans and resolution of operational issues in an efficient and timely manner, alleviating the Board's load on such matters as well as the monitoring of the management's performance.

FY20/21 BOARD & COMMITTEES' MEETING ATTENDANCE

BOARD MEETING		
Appointment	Name	Meeting Attendance
Chairman	Mr Lee Kim Siang Chairman since 13 Oct 2011	4/4
Vice-Chairman	Mr Zulkifli Baharudin Vice Chairman since 1 Jun 2019	3/4
Treasurer	Mr Koh Juay Meng Treasurer since 1 Jun 2019	4/4
Secretary	Mr Eu Yee Ming Richard Secretary since 1 Jun 2019	4/4
Member	Mr Ang Seong Kang Samuel	4/4
Member	Mr Ardi Hardjoe	4/4
Member	Mr Chang Long Jong	4/4
Member	Ms Cheah Sheau Lan	4/4
Member	Mr Cheong Kah Meng	4/4
Member	Mr Ching Chiat Kwong	0/4
Member	Mr Goh Tok Mong	3/4
Member	Mr James Koh Cher Siang	3/4
Member	Mr Koh Poh Kwang	2/4
Member	Mr Ng Kok Kiang Lawrence	4/4
Member	Er Ong Ser Huan	4/4
Member	Mr Ramasamy Dhinakaran	3/4
Member	Mr Shawn Ching Wei Hung Alternate Board Member to Mr Ching Chiat Kwong	0/4

LEADERSHIP

AUDIT & RISK COMMITTEE

Appointment	Name	Meeting Attendance
Chairman	Mr Eu Yee Ming Richard*	4/4
Member	Mr Lee Kim Siang*	4/4
Member	Mr Ramasamy Dhinakaran*	4/4

FINANCE COMMITTEE

Appointment	Name	Meeting Attendance
Chairman	Mr Lee Kim Siang*	4/4
Member	Ms Cheah Sheau Lan*	4/4
Member	Mr Koh Juay Meng*	4/4
Member	Mr Zulkifli Bin Baharudin*	3/4

HUMAN RESOURCE COMMITTEE

Appointment	Name	Meeting Attendance
Chairman	Mr Chang Long Jong*	4/4
Member	Mr Ang Seong Kang Samuel*	4/4
Member	Mr David Ang	3/4
Member	Mr Goh Tok Mong*	4/4
Member	Mr Lawrence Ng*	4/4

INVESTMENT COMMITTEE

Appointment	Name	Meeting Attendance
Chairman	Mr Philip Tan Eng Seong	4/4
Member	Ms Cheah Sheau Lan*	4/4
Member	Mr Lee Kim Siang*	4/4

PROGRAMMES & SERVICES COMMITTEE

Appointment	Name	Meeting Attendance
Chairman	Mr James Koh Cher Siang*	4/4
Member	Ms Cheah Sheau Lan*	4/4
Member	Mr Eu Yee Ming Richard*	3/4
Member	Mr Lawrence Ng*	3/4
Member	Mr Lee Kim Siang*	3/4

TECHNOLOGY COMMITTEE

Appointment	Name	Meeting Attendance
Chairman	Mr Ang Seong Kang Samuel*	4/4
Member	Prof Alex Siow	4/4
Member	Mr Bruno Lopez	3/4
Member	Mr Dennis Ang	3/4
Member	Mr Koh Juay Meng*	4/4

TENDER AWARD COMMITTEE

Appointment	Name	Meeting Attendance
Chairman	Ms Cheah Sheau Lan*	Decisions on tender matters and tender awards are by circulation of the necessary documents, including tender proposals and recommendations. Tender matters and awards are resolved and approved upon the written approval of at least 2 members of the Committee.
Member	Mr Goh Tok Mong*	
Member	Mr Lee Kim Siang*	

Note: *Director of THKMC Board

KEY MANAGEMENT TEAM

NAME	CURRENT APPOINTMENT	DIVISION
Mr Jason Lee	Chief Operating Officer	-
Ms Chua Mui Lee	Divisional Director (wef 26 January 2021)	Human Resource / THinK Institute
Ms Fatima Mustafa	Divisional Director (wef 1 April 2021)	Strategy & Innovation
Mr Ong Kam Chow	Divisional Director	Finance
Mr Teo Choon Chuan	Divisional Director	Admin & Projects
Ms Agatha Tan	Divisional Director	THK Homes for Disabled Services
Mr Andy Lee	Divisional Director	THK Home Care & Home Help Services and THK Elderly Services
Dr Katijah Dawood	Divisional Director	THK Family Services
Ms Low Hwee San	Divisional Director	THK EIPIC Services
Mr Richard Tan	Divisional Director (wef 1 February 2021)	THK Therapy Services