

SOROPTIMIST INTERNATIONAL
SOUTH EAST ASIA PACIFIC

EXECUTIVE
ANNUAL REPORTS 2026



**SOROPTIMISTS
EMPOWER CHANGE**

Soroptimist International South East Asia Pacific

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SOROPTIMIST INTERNATIONAL SOUTH EAST ASIA PACIFIC

Report

President 2024-2026

Authored by: Joanne Yeoh President 2024-2026

Date of Report: 1 April 2026



PRESIDENT'S REPORT

Reporting Period: June 2025 – March 2026

Soroptimist International South East Asia Pacific (SISEAP) continues to be a dynamic, mission-driven Federation dedicated to transforming the lives and status of women and girls through education, empowerment, and enabling opportunities. Active across 13 countries, our Clubs champion community change, deliver sustainable impact, and amplify the voices of women and girls throughout the region.

Strengthening Governance & Organisational Integrity

This reporting period reflects substantial advancement in governance discipline and organisational refinement. SISEAP successfully completed its first full operational cycle under the Australian Charities and Not-for-profits Commission, achieving full compliance with regulatory obligations.

In addition to strengthened documentation, enhanced financial transparency, and more robust risk management protocols, deliberate steps were taken to streamline procedures and reduce unnecessary bureaucracy. These improvements have sharpened organisational efficiency, enabled clearer decision-making pathways, and ensured that internal processes are responsive to the evolving environment in which we operate.

Collectively, these reforms have reinforced public trust, strengthened accountability, and positioned SISEAP with a resilient and adaptable governance framework aligned with contemporary best practice standards.

Membership Sustainability & Capacity Building

Membership remains the cornerstone of SISEAP's strength and long-term impact. Through the M2M Membership Committee, focused support, mentoring, and targeted interventions were extended to Clubs requiring assistance, ensuring that no Club is left behind in its growth journey. The introduction of new membership categories, together with a region-



wide SWOT analysis, has provided valuable insights and laid a stronger foundation for sustainable growth, effective leadership succession, and enhanced Club resilience across the Federation.

However, as at the end of April, total membership stands at approximately **1,790**, reflecting a significant decline from **1,916** at the close of last year. This downward trend is a matter of serious concern and calls for immediate, collective action.

It is imperative that all Clubs and members unite with renewed commitment to **recruit, retain, and re-engage** members. Strengthening membership is not solely the responsibility of committees—it is a shared duty across the Federation. By fostering a strong sense of belonging, enhancing member value, and actively reaching out to potential members, we can reverse this trend and safeguard the sustainability and vibrancy of SISEAP for the future.

Regional–Global Advocacy Engagement

SISEAP reaffirmed its global advocacy leadership through active participation at CSW70 in New York. Our delegates, speakers, and collaborative events amplified regional perspectives on education, climate resilience, safety, leadership, and equal opportunities—ensuring that the voices of women and girls from South East Asia and the Pacific are represented on the world stage.

SISEAP Impact Snapshot 2025

Our Clubs' achievements reflect the depth and breadth of our mission-driven work. Across the region, SISEAP delivered measurable impact in the following areas:

- **Education** 25,329 women and girls accessed educational opportunities. AUD 150,000 awarded in scholarships and AUD 510,000 invested in education projects.
- **Food Security** 1,680 women and girls received training or direct food support.
- **Economic Empowerment** AUD 43,785 provided to support economic independence for 2,231 women and girls.
- **Health** AUD 6,750 in scholarships and AUD 211,000 in donations improved access to essential health services.
- **Violence Prevention & Advocacy** 10,000 women and girls assisted. 1,555 advocacy hours contributed and AUD 70,458 expended to advance safety and rights.
- **Conflict Resolution** 675 service hours supporting 1,650 women and girls affected by conflict or instability.
- **Disaster Mitigation** AUD 9,740 contributed to preparedness and recovery initiatives.
- **Environmental Sustainability** AUD 15,000 invested in environmental projects benefiting 2,400 women and girls.



The Power of Our Federation

Across all Clubs, SISEAP contributed:

- **AUD 8.6 million** in value to society through volunteer hours
- **AUD 986,000** donated to third-party initiatives

These achievements reflect the meaningful and measurable work delivered every day by our dedicated members.

A Strong, Mission-Driven Federation

The past year has strengthened SISEAP's governance structures, increased organisational agility, and elevated our advocacy footprint. The collective achievements of our Clubs demonstrate the unwavering commitment of Soroptimists across the region—women who continue to create lasting, transformative impact for women and girls in South East Asia and the Pacific.



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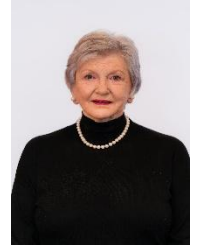
SOROPTIMIST INTERNATIONAL SOUTH EAST ASIA PACIFIC

Report

President Elect 2024-2026

Authored by: Anthea Penny President Elect 2024-2026

Date of Report: 1 April 2026



The SISEAP President Elect's role is to support the President while preparing to assume the Presidency, and to chair the National President's Committee (which met bimonthly throughout 2025) and represent the Federation on the SI Board. The Committee provides a regular forum for identifying and discussing issues, exchanging information, and coordinating action; SISEAP Convenors join the meetings to contribute updates and expertise. Issues arising in 2025 are :

1. Membership

Most SISEAP National Associations experienced membership decline in 2025, and the Federation's total paid membership fell below the inducted threshold of 2,000. In response, the Federation developed a region-wide Membership-to-Membership (M2M) Campaign running from October 2025 to June 2026. National Presidents were consulted and identified the principal causes: an ageing membership profile, financial pressures (notably across parts of Asia, Papua New Guinea and Fiji), and insufficient recruitment of younger members. National Presidents participated in discussion of campaign strategies and implementation.

2. Financial issues

Economic shocks during the period — including recent US-led trade sanctions, withdrawal of some US aid funding and lingering Covid-related impacts — have hit several Asian and Pacific countries hard. Exchange-rate pressures against the Australian dollar have exacerbated the affordability of Federation fees for some members. Short-term measures have been applied to ease payments, but a sustainable, longer-term approach is required to ensure fees are affordable across differing national contexts.

3. Programmes and impact reporting

National Associations continue to deliver meaningful projects across the region. A persistent operational weakness is under-reporting: many club projects/activities are not entered into the Federation Programme Database. Accurate, timely programme reporting is critical to demonstrate impact, secure partners and justify funding; strengthening club use of the database is an urgent priority.

4. Communication Channels within SISEAP

Currently Federation correspondence, meeting agendas and newsletters are circulated by email. While this suits some National Association members, many members across Asia and the Pacific rely



on other channels (WhatsApp, Viber, Messenger, etc.) because not everyone has regular access to a computer. We are therefore exploring how best to use these platforms alongside email to ensure inclusive, timely communication for all members.

Representation at Soroptimist International (SI) and governance changes

During 2025 I represented SISEAP on the Soroptimist International Board as a Director and as Chair of the Governance Committee. During last year SI undertook a structural reorganisation under the leadership of President-Elect Renata Trottmann, with the objective of strengthening governance and board effectiveness by moving to a skills-based Board model. Key changes include appointment (rather than election) of Committee Chairs, the President-Elect and the Treasurer; Federation Presidents now serve as SI Directors for the duration of their terms. Additionally, each SI Committee (Global Advocacy, Governance, Finance and the SI Foundation) now includes a representative from each Federation.

Visit to SI Fiji

It was my pleasure to visit Fiji recently to attend the SI Fiji AGM and to run a one day Thriving Futures Programme where participants identified the future profile of new members and developed tactics and plans to take back to their clubs.

Finally I look forward to taking up my new role in June 2026 and I wish to thank Joanne Yeoh, President; the SISEAP Board, Company Secretary Theresa, Convenors and National Presidents for their help and support during this time.



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SOROPTIMIST INTERNATIONAL SOUTH EAST ASIA PACIFIC

Report

Immediate Past President 2024-2026

Authored by: Christine Johnstone IPP 2024-2026

Date of Report: 1 April 2026



1. Executive Summary

This report covers my term as Immediate Past President from 1 January 2025 until February 2025

Representing Soroptimist International South East Asia Pacific as Immediate Past President and a Director will remain as a much-loved period of my life, where I was able to work with President Joanne and the Federation team to raise all our Soroptimist voices as we advocated for much needed change to women's policy across our 13 countries and demonstrated that Soroptimist take action and deliver results.

2. Activities undertaken as Immediate Past President 1 January 2025 – February 2026

Director of SISEAP company
 Member of the Management Committee
 Attended the virtual SI AGM
 Member of the Risk Management Committee
 Project Liaison for the Federation Project
 Member of the Legacy Committee

3. Progress/outcomes related to SISEAP Strategic Plan

Strategy 1 – Develop and Strengthen Programme and advocacy

Worked closely with the Programme team, to deliver several webinars on programme and presentations for CSW, these webinars showcased the work undertaken by SISEAP clubs. As ICT I also participated in researching the programme database for many projects to showcase at the webinars, in toolkits and social media.

As Project Liaison for the current Federation Project – The Brilliant Futures Fund, I am of the belief that financial self-reliance is the key to grassroots efficacy. By establishing and managing our own internal funding stream, we have removed the barriers that often prevent smaller clubs from launching ambitious initiatives. Working closely with the



Programme Team, we ensured that the fund wasn't just a financial resource, but a catalyst for quality. This internal process allows for a direct line of accountability and support, ensuring that every dollar invested by our Federation results in a tangible, life-changing impact for the women and girls in our members' local communities.

Strategy 2 - Empower membership through strengthening diversity, capacity and effectiveness to deliver the Soroptimist Mission

As Immediate Past President, one of my focus areas was membership. Soroptimists are as strong as their membership, by focusing on strengthening the diversity, capacity, and operational effectiveness of our Federation. I viewed every communication—whether a speech, casual talk or a digital post—as a tool to reinforce the Soroptimist Mission and provide our members with the visibility and resources they need to thrive

Strategy 3 - Raise awareness and understanding of programme work in the broader community

Every communication undertaken by myself in the role of Immediate Past President always identified key grass roots projects which demonstrated the diversity, effectiveness and life changing work on Soroptimists in their communities.

Strategy 4 - Enhance Structure, Strategic Leadership and Financial resilience

Contributed to the budget process

A member of the Risk Management Committee

Project Liaison for the Federation Project .

4. Progress/outcomes on delivery of Resolutions

Not applicable.

5. Comments/Observations

The Role of Immediate Past Present has a lot to offer the functioning committees as the position holder transfers skills and knowledge to the new incoming leadership team.

6. Conclusion/Recommendations

7. Appendices



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SOROPTIMIST INTERNATIONAL SOUTH EAST ASIA PACIFIC

Company Secretary's Report - Year Ended 31/12/25

Authored by: Theresa Lyford

Date of Report: 12 April 2026



1. Executive Summary

The 2025 year saw the continued consolidation of the biennium's work under the leadership of President Joanne Yeoh and the Board of Directors for Soroptimist International South East Asia Pacific (SISEAP). Membership of the Company was of significant concern for the Directors with the decline in individual members rejoining their Clubs and with the closure of 8 Clubs across the Federation. The decline of individual members as well as club closures all have an impact on the financial sustainability of the Company and resulted in a tight financial challenge for operations in 2025.

The Directors have worked tirelessly to review the operation of the Company to ensure financial sustainable practices; increased visibility over membership and recruitment; streamlined processes and procedures; risk awareness and proactive management of risk; working toward transparency of information provided to Clubs; as well as continued visibility and oversight of programme initiatives and advocacy at the Federation level.hunter2

2. The State of the Company in 2025

Membership of the Company

We started 2025 with 129 Members (Clubs) across the Federation. We had no new Club Charters and we had the following Clubs close –

- SI Brighton & Southern Districts Inc (Victoria Australia);
- SI Murray Bridge (South Australia);
- SI Lower Hutt Inc (New Zealand Aotearoa);
- SI Kuala Lumpur (Malaysia);
- SI Gold Town Tavua (Fiji);
- SI Sugar City Fiji (Fiji);
- SI Lae (PNG);
- SI Wewak (PNG)

We ended with a membership of 119 Clubs as of 31 December 2025.

A list of the members of SISEAP as of 31 December 2025 is in the Appendix to this report.

The members of the Company had 1,933 individual Soroptimists at the end of 2024.

**Directors of the Company**

At the start of the 2025 year, the Directors were:

Poh Suan Yeoh (Joanne)
Anthea Helen Penny
Christine Ann Johnstone
Wendy Patricia Evans
Deborah Lee Copland Wood
Maria Tsovleas

At the SISEAP 14th Annual General Meeting held via GoTo Meeting 10th May 2025, the following directors retired at the meeting:

Anthea Helen **Penny**
Deborah Lee Copland **Wood**
Maria **Tsovleas**
Wendy Patricia **Evans**

The following Nominations were received, and Directors have reviewed their applications and deemed all suitable for a position as Director. All the nominees have supplied their Australian Directors ID No.

At the 14th Annual General Meeting the following Directors were confirmed and Elected as Directors.

- *Kerry **Beer***
- *Hiang Cheng (Helena) **Cheah***
- *Wendy Patricia **Evans***
- *Terry Anne **Maunsell***
- *Deborah Lee Copland **Wood***
- *Maria **Tsovleas***

Therefore, at 31 December 2025 the following were Directors of Soroptimist International South East Asia Pacific:

*Poh Suan **Yeoh** (Joanne)*
*Christine Ann **Johnstone***
*Wendy Patricia **Evans***
*Anthea Helen **Penny***
*Deborah Lee Copland **Wood***
*Maria **Tsovelas***
*Kerry **Beer***
*Hiang Cheng (Helena) **Cheah***
*Terry Anne **Maunsell***

**SPECIAL RESOLUTIONS**

There were no Special Resolutions at the 14th Annual General Meeting.

COMPANY CONSTITUTION, BY-LAWS & MANUALS

Further amendments and changes to the Company By-Laws and Federation Membership Manuals were undertaken in 2025 along with updates and amendments to Company policies/procedures to ensure continued relevance and compliance.

LEGAL MATTERS

There were no legal actions in 2025.

1. Appendices

Extract of the SISEAP Company Register as at 31 December 2025.

SOROPTIMIST INTERNATIONAL SOUTH EAST ASIA PACIFIC
ACN 147990627 Registered 22/12/2010

COMPANY REGISTER (extract) - as at 31 December 2025

	Country/National Association	Member	Date Chartered	Date joined Company
		Soroptimist International of.....		
1	Australia/NSW	Brisbane Water Inc	18-November-2006	2010
2	NSW	Canberra Inc	01-April-1955	2010
3	NSW	Goulburn Inc	03-March-1956	2010
4	NSW	Griffith Inc	28-April-1956	2010
5	NSW	Hornsby	26-May-1979	2010
6	NSW	Inner City Sydney	02-June-2023	2023
7	NSW	Lightning Ridge	08-November-1980	2010
8	NSW	Northern Beaches	09-November-2020	2020
9	NSW	Randwick & Eastern Suburbs Inc	27-July-1953	2010
10	NSW	South West Slopes	25-August-1984	2010
11	NSW	Sydney Inc	25-September-1937	2010
12	NSW	The Hills District Inc	14-November-1980	2010
13	Australia/QLD	Bayside Inc	29-January-1983	2010
14	QLD	Beenleigh inc	02-July-1988	2010
15	QLD	Brisbane Inc	23-April-1949	2010
16	QLD	Brisbane South Inc	23-June-1990	2010
17	QLD	Gold Coast Inc	11-July-1987	2010
18	QLD	Logan Inc	16-October-2005	2010
19	QLD	Mackay inc	28-February-1976	2010
20	QLD	Moreton North Inc	15-December-1996	2010



21	QLD	Toowoomba Inc	10-December-1973	2010
22	QLD	Townsville Breakwater Inc	19-May-1993	2010
23	QLD	Tropical Tablelands Inc	04-September-1993	2010
24	Australia/SA	Adelaide Inc	24-June-1974	2010
25	SA	Eastern Districts of Adelaide Inc	22-July-1968	2010
26	SA	Northern Highlands Inc	21-July-1990	2010
27	SA	Port Pirie Inc	11-June-1983	2010
28	SA	Southern Districts of Adelaide Inc	27-February-1961	2010
29	SA	Torrens Inc	27-August-1957	2010
30	Australia/TAS	Burnie Inc	20-February-1953	2010
31	TAS	Circular Head Inc	14-October-1989	2010
32	TAS	Devonport Inc	25-June-1952	2010
33	TAS	George Town Inc	22-May-1982	2010
34	TAS	Hobart Inc	06-September-1949	2010
35	TAS	Launceston Inc	04-October-1949	2010
36	Australia/VIC	Ballarat Inc	21-April-1979	2010
37	VIC	Cobram Barooga Inc	10-October-1992	2010
38	VIC	Deakin Inc	22-April-1963	2010
39	VIC	Geelong Inc	22-November-1960	2010
40	VIC	Melba Inc	21-April-2012	21 April 2012
41	VIC	Melbourne Inc	24-June-1948	2010
42	VIC	Mornington Peninsula Inc	18-September-1952	2010
43	VIC	Shepparton Inc	17-October-1970	2010
44	VIC	Wyndham Inc	24-November-2018	24 November 2018
45	Australia/WA	Albany Inc	24-April-1982	2010
46	WA	Bunbury	21 February 2015	21 February 2015
47	WA	Canning Districts Inc	09-January-1962	2010
48	WA	Carnarvon Inc	14-November-1981	2010
49	WA	Fremantle Inc	16-April-1953	2010
50	WA	Helena Inc	14-April-1984	2010
51	WA	Joondalup Inc	01-April-1978	2010
52	WA	Mandurah	14-September-2012	14 September 2012
53	WA	Maylands Peninsula	06-June-2009	2010
54	WA	On the Terrace Inc	18-July-1993	2010
55	WA	Perth Inc	03-August-1949	2010
56	WA	Rockingham Inc	26-September-1981	2010
57	WA	South Perth Inc	23-October-1998	2010
58	WA	The Midwest Inc	23-April-1977	2010
59	Malaysia	Ampang	19-November-1996	2010
60	Malaysia	Bangsar	24-October-1992	2010



61	Malaysia	Bentong	20-October-2019	20 October 2019
62	Malaysia	Damansara	20-July-1993	2010
63	Malaysia	Ipoh	12-February-2009	2010
64	Malaysia	Iskandar Puteri	05-November-2016	5 November 2016
65	Malaysia	Johor Bahru	04-November-2000	2010
66	Malaysia	Kota Kinabalu	14-April-2012	14 April 2012
67	Malaysia	Kuching	07-July-2012	07 July 2012
68	Malaysia	Kuantan	15-January-1994	2010
69	Malaysia	Melaka	05-November-2022	05 November 2022
70	Malaysia	Pearl of the Orient	23-March-2024	23 March 2024
71	Malaysia	Penang	23-November-1996	2010
72	Malaysia	Petaling Jaya	19-January-1994	2010
73	Malaysia	Sentul	06-December-2009	2010
74	Malaysia	Seremban	21-March-2007	2010
75	Malaysia	Shah Alam	04-May-1995	2010
76	New Zealand Aotearoa	Auckland Inc	21-December-1949	2010
77	New Zealand Aotearoa	Christchurch	28-November-1949	2010
78	New Zealand Aotearoa	Dunedin	10-October-2020	10 October 2020
79	New Zealand Aotearoa	Gore	27-September-1980	2010
80	New Zealand Aotearoa	Invercargill Inc	01-March-1975	2010
81	New Zealand Aotearoa	Kapiti Coast	02-May-1981	2010
82	New Zealand Aotearoa	Nelson	04-April-1964	2010
83	New Zealand Aotearoa	New Plymouth	20-March-1965	2010
84	New Zealand Aotearoa	North Canterbury	07-April-1969	2010
85	New Zealand Aotearoa	North Shore	08-March-1975	2010
86	New Zealand Aotearoa	Rangatahi Wellington	20-November-2021	20 November 2021
87	New Zealand Aotearoa	Rotorua	19-November-1994	2010
88	New Zealand Aotearoa	SISEAP Sisters Online	24-February-2024	24 February 2024
89	New Zealand Aotearoa	Taupo	12-February-2011	12 February 2011
90	New Zealand Aotearoa	Tauranga	21-April-1973	2010
91	New Zealand Aotearoa	Waimea	21-September-1974	2010
92	New Zealand Aotearoa	Waitara	17-November-1984	2010
93	New Zealand Aotearoa	Wellington	16-November-1939	2010
94	New Zealand Aotearoa	Westland	05-June-1982	2010
95	Hong Kong SAR	Hong Kong	01-January-1961	2010
96	Indonesia	Jakarta	27-August-1992	2010
97	Indonesia	Kebayoran Baru	08-February-2020	8 February 2020
98	Indonesia	Kemang	18-April-2015	18 April 2015
99	Singapore	Singapore	05-August-1983	2010
100	Singapore	Singapore Garden City	04-November-2006	2010



101	Singapore	Singapore Orchid	01-October-2016	2010
102	Thailand	Bangkok	04-May-1977	2010
103	Fiji	Ba	13-September-1975	2010
104	Fiji	Labasa	17-June-1978	2010
105	Fiji	Lautoka	10-May-2008	2010
106	Fiji	Nadi	06-June-1981	2010
107	Fiji	Nadi Jetset	18-January-2020	18 January 2020
108	Fiji	Rakiraki	12-June-1993	2010
109	Fiji	Sigatoka	08-April-1995	2010
110	Fiji	Suva	04-August-1971	2010
111	Cambodia	Phnom Penh	04-July-2010	04 July 2010
112	Mongolia	Amgalan	07-October-2017	7 October 2017
113	Mongolia	Darkhan	24-September-2005	2010
114	Mongolia	Erdenet	23-June-2012	23 June 2012
115	Mongolia	Ulaanbaatar	09-September-2000	2010
116	Myanmar	Yangon	12-December-2020	12 December 2020
117	PNG	Port Moresby	26-November-2005	2010
118	PNG	Ramu	08-November-2008	2010
119	Samoa	Samoa	25-January-1979	2010



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SOROPTIMIST INTERNATIONAL SOUTH EAST ASIA PACIFIC

Report

Governance Convenor 2024-2026

Authored by: Michele Navinder Kaur

Governance Convenor 2024-2026

Date of Report: 17 April 2026



Reporting Period: May 2025 – April 2026

During this reporting period, the Governance Committee conducted 9 meetings:

- 23 May 2025
- 25 June 2025
- 6 July 2025
- 16 August 2025
- 14 September 2025
- 1 November 2025
- 7 December 2025
- 1 February 2026
- 5 April 2026

and undertook the following tasks for the Company and the Federation.

1. Policy Documents & Governance Framework

a. The Committee has been continuously reviewing and amending the **Company By-Laws**, which changes include:

- Nomination and election process for directors
- Director's role and expected skills
- Roles of Treasurer and Federation Secretary
- Adoption of Soroptimist International's streamlining procedures, leading to a new Federation Organisation Chart and Delegation of Authority Matrix

b. We also reviewed and updated the following policy documents:

- Representation Policy
- Cybersecurity Policy
- Bequest Policy
- Privacy Policy

c. Drafted the Disaster Recovery Policy to strengthen organizational resilience.

d. Reviewed the MOU and related documents affecting the Sanctuary Shelter for Women in Fiji, which was sponsored by SISEAP.



e. Reviewed the National President's Annual Outcomes Report, ensuring governance perspectives were embedded in its reporting framework.

2. Board Resolutions & Motions

- a. The Committee assists the preparation of some Items for Decision, tables at directors' meetings.
- b. Provided ad hoc advice to directors and convenors on governance procedures and compliance matters.

3. Document Reviews & Compliance

- a. Reviewed and updated Roles & Responsibilities of all position holders.
- b. Reviewed the SISEAP Federation Positions Nomination Form.
- c. Reviewed the Memorandum of Understanding for the SISEAP Conference of Clubs 2026.
- d. Reviewed club name change procedure.
- e. Responded to other governance-related enquiries from members and the Federation team.

4. Governance Committee & Sub-Committee

- Welcomed Deborah Wood as a co-opted member of the Governance Committee.
- Dissolved the Restructuring Committee, following the completion of its major workstreams.
- Established the Risk Management Committee (a sub-committee of Governance), tasked with strengthening oversight mechanisms and approved its composition of the Risk Management Committee.
- Convened Governance Committee meetings to monitor progress of assigned tasks and document reviews.

5. Governance & Advisory Initiatives

- a. Provided procedural consultancy and advisory support to directors and Federation officers.
- b. Supported the Bequests Committee in developing donor stewardship protocols and governance safeguards.
- c. Attended the Risk Management Framework training on 19.7.2025.

6. Priorities for the Next Reporting Period

- a. Ongoing review of policies to ensure compliance with evolving legal and regulatory standards.
- b. Governance Committee continues to play a pivotal role in strengthening the constitutional, policy and compliance frameworks of SISEAP.

7. Committee Membership

The Governance Committee during this reporting period comprised:

- Joanne Yeoh [President] - ex officio
- Michele Navinder Kaur – Convenor
- Deborah Wood [Director] – Member
- Theresa [Company Secretary] – Member
- Anthea Penny [President-Elect] - Member

8. Closing Note of Appreciation

The Governance Committee extends its heartfelt gratitude to all committee members and directors who have dedicated their time, expertise, and commitment throughout this reporting period. Your collective efforts have been instrumental in advancing governance excellence, strengthening compliance frameworks and embedding resilience across the Federation.

As we transition into the next reporting cycle, we warmly welcome the incoming committee and convenor. We wish them every success in continuing this important work, building on the strong foundation laid and guiding the Federation toward even greater achievements.



Michele Navinder Kaur
SISEAP Governance Convenor 2024-2026
17 April 2026



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SOROPTIMIST INTERNATIONAL SOUTH EAST ASIA PACIFIC

Report

Communications Convenor 2024-2026

Authored by: Hanaa Wong Abdullah

Communications Convenor 2024-2026

Date of Report: 17 April 2026



Introduction

It has been an honour to serve as Communications Convenor for the 2024–2026 biennium.

During this term, the Communications portfolio focused on strengthening the Federation’s communications foundations, supporting visibility across key activities, and improving systems and processes in a sustainable manner appropriate for a volunteer-led organisation.

The biennium also provided an opportunity to review how SISEAP communicates with clubs and members across a changing digital landscape, with the aim of building stronger continuity for future teams.

1. Strengthening Digital Communications Direction

During the biennium, work commenced on a Digital Communications Guideline framework to support clearer, more strategic and sustainable communications across the Federation.

This included consideration of:

- the role and purpose of each platform
- audience reach and member engagement
- brand consistency and presentation
- content priorities
- practical workflows suitable for volunteers

This framework is intended to assist continuity and provide a stronger base for future Communications teams.

2. Platform Review and Communication Reach

A review of SISEAP communication channels was undertaken to better align each platform with its strengths and intended audience.

This included:

- Facebook – community engagement and club visibility
- Instagram – visual storytelling and campaigns



- LinkedIn – professional presence and external reach
- Website – information hub and organisational reference point

This clearer platform approach supports more purposeful use of available resources.

3. Strategic Development of LinkedIn Presence

Particular attention was given to LinkedIn as an important platform for strengthening SISEAP's professional visibility and external profile.

Content during the biennium sought to position SISEAP as a modern, values-led organisation relevant to professional women, potential members, partners, and broader stakeholders.

This platform remains an important growth opportunity for future bienniums.

4. Support for Federation Priorities and Campaigns

Communications worked collaboratively to support Federation priorities and events, including:

- Membership Month initiatives
- promotion of webinars and leadership forums
- Conference of Clubs visibility
- club achievements and success stories
- key awareness campaigns and observance days

Where possible, the Communications approach focused on amplifying the good work already taking place across clubs and committees.

5. Review of Publications and Communication Efficiency

Existing communication publications, including eSPAN and Bulletin, were reviewed during the biennium in light of volunteer capacity, production workload, timeliness, and changing communication preferences.

This review highlighted opportunities for future communications to become more streamlined, responsive, and digitally efficient, while continuing to keep members informed.

The incoming biennium may wish to consider refreshed formats and simplified delivery models aligned with current communication habits and available resources.

6. Process Improvements and Coordination

Efforts were also made to improve communication workflows, collaboration pathways, and clearer coordination between committees, clubs, and HQ support.

While such work is ongoing in any volunteer federation, important groundwork has been laid for stronger operational continuity moving forward.



Challenges Encountered

As with many volunteer organisations, communications delivery was shaped by:

- limited volunteer time and capacity
- multiple communication preferences across regions
- evolving technology expectations
- balancing responsiveness with sustainability
- legacy systems and inherited workflows

These realities reinforce the importance of practical, simple and well-supported communication systems.

Recommendations for the Incoming Biennium

1. Continued development of the Digital Communications Guidelines
2. A consolidated and modernised member newsletter format
3. Greater use of club-generated content with Federation amplification
4. Quarterly analytics and performance reporting
5. Clear ownership of each communications platform
6. Continued growth of LinkedIn as a strategic external channel
7. Sustainable workflows that do not overburden volunteers

Appreciation

I thank the President, Board, HQ team, committee convenors, club leaders, and members for their support during this biennium.

Communications is most effective when it reflects the collective energy, service, and achievements of the Federation. I believe meaningful groundwork has been laid for the next phase of stronger, smarter, and more sustainable SISEAP communications.

Respectfully submitted,

Hanaa Wong Abdullah
Communications Convenor
2024–2026



Agenda Item No: Click or tap here to enter text.

SOROPTIMIST INTERNATIONAL SOUTH EAST ASIA PACIFIC

Report

ICT LIAISON

Authored by: Christine Johnstone

ICT Liaison 2024-2026

Report Date March 2026



1. Executive Summary

This report outlines the technical and operational activities of SISEAP over the past nine months, highlighting a period of significant digital stabilization and governance refinement. Key activities focused on protecting the Federation's digital assets, ensuring brand compliance, and streamlining member resources.

Key Achievements & Operational Impact

- **Infrastructure Resilience:** Successfully mitigated two DDoS (cyber) attacks on the website and resolved critical "Find a Club" map issues caused by changes to Google's commercial API model.
- **Strategic Branding & Communication:** Standardized the SI emblem across all digital touchpoints to meet global SI requirements. In alignment with the Communications Team's strategy, we successfully decommissioned X (Twitter) presence to focus on higher-engagement platforms.
- **Operational Efficiency:** Negotiated the 2026 contract with Temani Pty Ltd for the Programme Database and secured Not-for-Profit accreditation with Google and YouTube to reduce operational overhead.
- **Programme Support:** Provided technical leadership for the *Empowered Voices: Sustainable Choices* competition and webinar, and completed the draft **Programme Manual** (pending approval in March).

Risk & Governance

A primary focus of this period was the fortification of our governance framework. We successfully:

- Drafted a comprehensive **Cybersecurity Policy**.
- Updated the **Risk Management Register** and reporting templates.
- Delivered targeted training to all Directors and Convenors on Risk Policy and procedures.
- Initiated fundraising registration in all Australian states to ensure legal compliance for future revenue streams.

2. Activities undertaken during period

This report covers the period 1 June 2025 to 28 February 2026



Website, membership database issues:

- Find a Club issue where clubs were not displaying on the map. This was a result of Google changing their business model from free to user pay,
- Issues with NZ clubs dropping of the find a club map.
- Contact forms and shop modules required troubleshooting.
- DDos attacks on the website (twice)
- Events module issues with google maps and display of event locations.
- Test, evaluate a new release of a search form for the downloads area of the website. Implement and write up a tip sheet.

Programme Database

- Negotiated with Temani Pty Ltd, who host and maintain the Programme Database, the contract for 2026
- Continue to troubleshoot issues on the programme database and on the website.

Programme Team

- Assisted with the videos for the SI Earth Day Environment Project
- Assisted the programme team in the development of the supporting documents for the promotion of the Empowered Voices: Sustainable Choices public speaking competition.
- Assist the programme team as technical lead for the Empowered Voices: Sustainable Choices webinar.
- Assist the programme team on website editorial changes to the members programme articles pages
- Assist with the publication of eSPAN
- Write up tips on the membership database, website and changes to Google Apps suite for the ebulletin
- Assist with the preparation of the Grant Agreement for Round 8 Winner of the Brilliant Futures Fund.
- Assist with the CSW 70 webinar
- Drafted a Programme Manual.

Website Articles

- Change the SI emblem in the website header and footer to the black and white version to meet SI emblem standards
- Remove all links to X (Twitter), as per decision by the communications team
- Federation Empowered Voices: Sustainable Choices, created the SISEAP website articles and promotional material
- Change the SI emblem in the website header to the blue version to meet Si Emblem standards
- Upload and make available downloadable Emblem assets (blue version)
- Created the Legacy Fund article page.



Social Media

- Closed down X (Twitter account) as per recommendation by the Communications team and Directors decision.
- Integration with the Sign up for our newsletter and the mailchimp contact form

Platforms and Technology

- Applied for Google Maps not for profit accreditation
- Applied for YouTube not for profit accreditation

Fundraising and Publication platforms

- AllIW website www.aiiw.org applied to have SISEAP organisation registered in their project portal, to showcase our organisation and work, with the aim of seeking sponsorship or grants.
- Applied to registered SISEAP as a fundraising organisation in all states of Australia.

Federation / Governance Matters

- Worked on the documents for the Risk Management Register, Drafted the Risk Management Policy and Reporting Template
- Presented training on the Risk Policy and procedures to all Directors and Convenors
- Drafted the Cybersecurity policy
- Worked on the Legacy Fund policy and governance.

3. Progress/outcomes related to SISEAP Strategic Plan

Strategy 1 - Develop and strengthen Programme and advocacy

Keep the Members programme articles current with links to appropriate supporting documents.

Assist with programme social media posts to facebook, and LinkedIn

Drafted the Programme Manual and worked with the Programme team on the completion of the draft Programme Manual which will provide a single "source of truth" for the Programme team, which will reduce onboarding time for future volunteers and staff.

Continue to assist Programme team on ICT where required.

Strategy 2 - Empower membership through strengthening diversity, capacity and effectiveness to deliver the Soroptimist Mission

Strategy 3 - Raise awareness and understanding of programme work in the broader community

Working with the communication team with ensuring consistence messaging is being received by the public through our communication channels.



Creating global visibility via the AIW website project portal which hopefully will attract avenues for corporate sponsorship and international grants.

Strategy 4 - Enhance Structure, Strategic Leadership and Financial resilience

Review and monitor policies, including the risk register in regard to ICT areas of concern.

Achieved fundraising registration in all Australian states (except still awaiting Victoria) , providing a compliant foundation for future sponsorship and grant-seeking activities.

Secured Not-for-Profit accreditation for Google Maps and YouTube, and Humanitix booking platform, ensuring long-term cost savings and access to premium features at no cost to the Federation.

5. Comments/Observations

Digital Vulnerability & Cybersecurity: The two DDoS attacks experienced during this period highlight the increasing necessity for robust cybersecurity protocols. While mitigation was successful, these incidents underscore the importance of the newly drafted Cybersecurity Policy to protect member data and Federation assets.

6. Conclusion/Recommendations (Please complete Item for Discussion/Decision form)

Given SISEAP's significant operational reliance on the Google Workspace ecosystem, it is essential for the incoming 2026–2028 biennium leadership team to undergo a comprehensive technical induction. This training will ensure seamless continuity of Federation business, safeguard digital assets, and empower the new team to utilize our bespoke platforms and internal ICT protocols effectively from the outset of their term."

7. Appendices (as appropriate)