

JANE GOODALL INSTITUTE (SINGAPORE)



ANNUAL REPORT



2024

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About Us

The Jane Goodall Institute (Singapore) ("JGIS") is the local chapter of the organisation founded by Dr. Jane Goodall to empower people to make a difference for all living things.

JGIS is a registered charity in Singapore (UEN T07SS0157J) with a registered address of 32 Lantana Avenue, Lucky Park, Singapore 277924.

We are a non-profit focused on inspiring individual action to improve the understanding, welfare, and conservation of the environment, its wildlife, and to safeguard the planet we all share.

JGIS was founded in 2007 to continue Dr. Jane's work in Singapore.

The core objective of JGIS is to promote educational and scientific activities that encourage people to live in harmony with nature, particularly the primates and environment in Singapore.

Our Vision

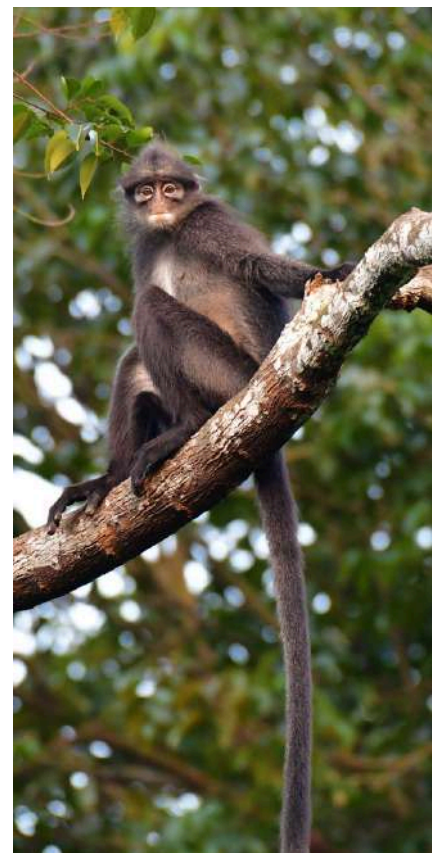
People living in harmony with nature and animals.

Our Mission

Inspire, educate, and activate individuals to make a better world for animals, people, and the environment.

Our Core Values:

- Empowering young people to make positive change through our Roots & Shoots programme in schools in Singapore;
- Advocating for local primate species through education and conservation;
- Educating the public about animals and the environment so that we can live harmoniously with wildlife and nature.



President's Message



Dear Friends and Supporters,

As we embark on another year together, I want to take a moment to reflect on our shared commitment to conservation, education, and the well-being of both people and animals. The Jane Goodall Institute (Singapore) continues to inspire and lead in our efforts to create a more harmonious world, where humans and nature thrive side by side.

In the past year, our dedicated team has worked tirelessly to engage communities, foster awareness, and drive impactful conservation education activities. Together, we have made significant strides in our projects, from our flagship Roots & Shoots programme, peer-to-peer experiential learning journeys and teacher engagements through MOE clusters, to monkey guarding activations and ecotherapy nature sessions, we've expanded our ground-up educational programmes to empower the next generation of conservation leaders.

Looking ahead, our vision remains clear: to advocate for a sustainable future and to honour Dr. Jane Goodall's legacy by promoting empathy and understanding for all living beings. We aim to strengthen our collaborations with local communities, schools, and organisations, ensuring that our initiatives resonate and inspire action.

I invite each of you to join us in this journey. Whether through volunteering, participating in our events, or sharing our mission within your networks, your involvement is crucial. Together, we can make a difference and contribute to a world where humans live in harmony with nature.

Thank you for your unwavering support and commitment to our mission. Let's continue to work together, inspire change, and make the year ahead one of meaningful impact.

Finally, I am immensely proud of the work done by JGIS Board, past and current staff, and volunteers, without whom we will not be able to fulfil our Vision and Mission. Thank you for the continuous support!

Andie Ang
President



HIGHLIGHTS OF THE YEAR

**TOTAL ANNUAL
REVENUE**

**SGD
82,842**

**TOTAL
ASSETS**

**SGD
379,952**

Overview of Charity

JGIS operates as a registered charity in Singapore, with the Unique Entity Number of JGIS being: T07SS0157J.

The registered address and place of business of JGIS is 32 Lantana Avenue, Lucky Park, Singapore 277924.

JGIS is governed by the Constitution which outlines:

- Its place of business
- The objectives of JGIS
- Membership qualifications and requirements
- The application for membership
- Membership fees, subscriptions, and other dues
- JGIS' authority and general meetings
- The management of JGIS and its Board of Directors
- The duties of Office-Bearers
- Financial and audit matters and the financial year of JGIS; and
- Other matters pertaining to the operation of JGIS

The constitution for JGIS was modified following board discussions and was still being updated at the end of the financial year.

The JGIS board made the decision to change the legal structure of JGIS to be a 'Company Limited by Guarantee'.

This intention was conveyed to the Charities Commission of Singapore, and advice was received that stated the aforementioned changes to the constitution would not be required to be made.



Leadership

GOVERNING BOARD MEMBERS

NAME	POSITION	DATE APPOINTED	COMMITTEE INVOLVEMENT
Andie ANG	President	30/5/2018	<ul style="list-style-type: none"> Wildlife and Environment Committee Co-Chair Volunteer Management Committee Chair
Karen CHAN	Chairperson, Vice-President	26/06/2021	<ul style="list-style-type: none"> Fundraising Committee Co-Chair
Kenneth CHOW	Secretary	09/05/2020	<ul style="list-style-type: none"> Nominations Committee Chair
Li Ann WEE	Treasurer	09/05/2020	<ul style="list-style-type: none"> Treasurer Fundraising Committee Co-Chair
Carmen PANG	Board Member	11/05/2019	<ul style="list-style-type: none"> Public Outreach and Engagement Committee Chair
Alice EARLY*	Board Member	26/06/2021	<ul style="list-style-type: none"> Roots and Shoots Committee Chair
Tanya PILLAY-NAIR	Board Member	26/06/2021	<ul style="list-style-type: none"> Wildlife and Environment Committee Co-Chair
Conal McMAHON	Board Member	11/05/2019	<ul style="list-style-type: none"> Audit Committee Chair Communications Committee Chair

*Left Singapore in 2023 and resigned from the JGIS board in June 2023.

MANAGEMENT COMMITTEE

NAME	POSITION	DATE APPOINTED
Andie ANG	President	30/5/2018
Karen CHAN	Chairperson, Vice-President	26/06/2021
Li Ann WEE	Treasurer	26/06/2021
Kenneth CHOW	Secretary	26/06/2021



Our Work

A detailed overview of the activities undertaken, broken down by the main committees responsible for them, is as follows:



Wildlife and Environment Committee

The JGIS Wildlife and Environment Committee operates several programmes and activities targeted at raising awareness on and conserving Singapore's biodiversity, particularly the native primate species: Raffles' banded langur and long-tailed macaque.

• Raffles' Banded Langur Citizen Science

The Raffles' Banded Langur Working Group ("RBLWG") was formed in August 2016 with representatives from JGIS, Mandai Nature, National University of Singapore, National Parks Board, Nature Society (Singapore), and Malaysian universities and agencies.

The goals of the RBLWG are to:

- Ensure that langur habitats are protected and restored
- Gather data through long-term research
- Secure resources and commitment for their conservation in Singapore and Malaysia

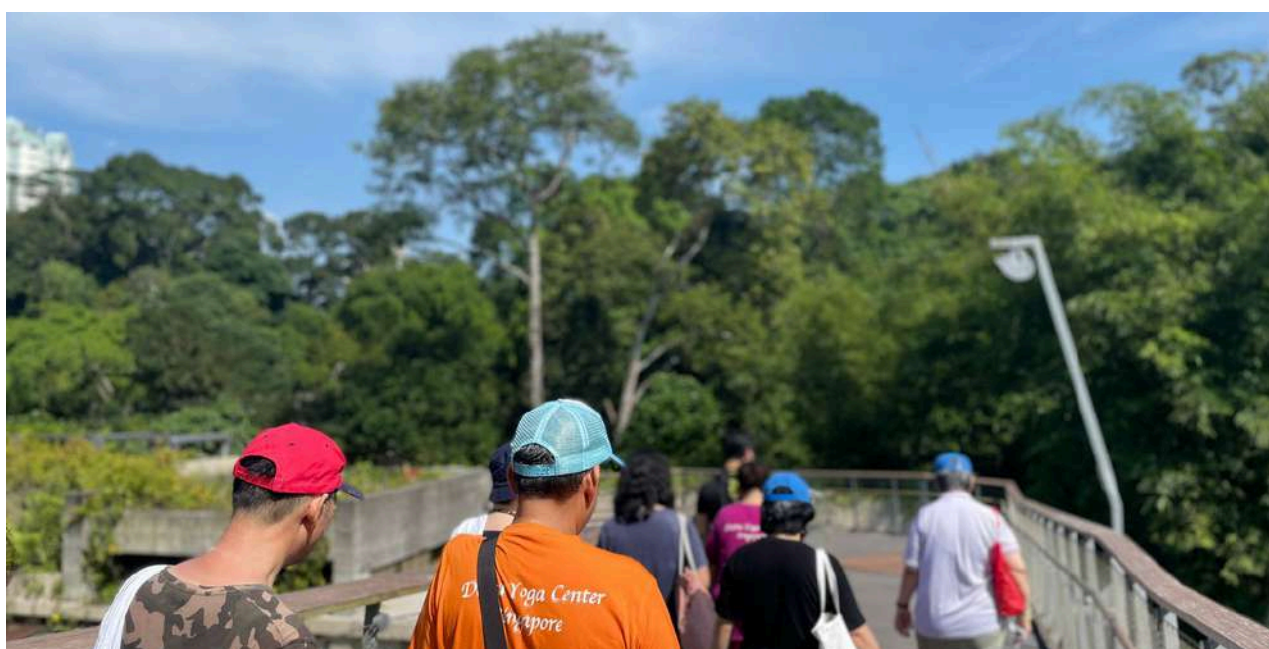
JGIS helps coordinate and manage citizen science surveys for the Raffles' banded langurs. Volunteers are recruited to assist in conducting these surveys and can participate in the weekdays and weekends. Each batch of citizen scientists volunteer for a six-month duration, during which they are required to conduct six surveys. Data from these surveys are collated and analysed in reports and publications which are used to inform conservation policies and strategies to help the Raffles' banded langurs and other wildlife.

From 20 May 2023 to 3 November 2023, a total of 76 citizen scientists participated in 14th round of field surveys in Lower Peirce Reservoir Park, Thomson Nature Park and Rifle Range Nature Park.

• Ecotherapy Programme

Our guided nature walks through JGIS Ecotherapy Programme aim to enrich the participants' understanding of biodiversity and natural history in Singapore and Southeast Asia, to improve the attitudes and perceptions toward nature and wildlife, and to improve physical and mental wellbeing of the participants. These walks are led by our trained volunteers who guide participants in Dairy Farm Nature Park and Rifle Range Nature Park.

With support from the Health Promotion Board, we conducted six nature walks for long-term residents of the Institute of Mental Health (IMH) over an eight-month period. Residents with mental and physical health challenges were able to enjoy low-impact exercises while immersing in nature and learning about local biodiversity. An impact report is available here: https://drive.google.com/file/d/1zrBoA0IgDeTbqqLz0emu0_DX5oLfdhHK/view



• Monkey Guarding

A fundamental tenet of JGIS is to promote the harmonious living between humans and nature. Accordingly, managing conflict between primates, namely the Long-tailed Macaques, and humans in Singapore is a core aspect of our operations. JGIS has trained Monkey Guards since 2018. These Monkey Guards strive to educate residents on how to behave appropriately in the presence of macaques, and assist in safely guiding macaques away from residential areas and back into the forest. We also work with the National Parks Board to advise residents to replace their bins to monkey-proof ones.

From July to December 2023, 10 JGIS volunteers conducted monkey guarding activities in Windsor Estate-Windsor Nature Park. An impact report is available here: <https://drive.google.com/file/d/1w0FEGu6P22canwh-AVshYellnsdrDE5m/view>

Public Outreach & Engagement Committee

The JGIS Public Outreach and Engagement Committee provides wildlife, conservation and environmental inspiration and engagement to the general population through events, content creation and strategic partnerships. The committee also communicates the legacy of Dr. Jane Goodall and the values of JGIS.

• Storytelling Sessions

JGIS' Storytelling Project brings to life vividly told stories about local primates and wildlife and their ecosystems. From children's books written by students at of Raffles Ecological Literacy Programme at Raffles Institution, we've created interactive plays about local wildlife such as Po, the baby Raffles' Banded Langur and his friends, to marine life including a growing hermit crab and other sea creatures who benefit from a cleanup at Changi Beach.

Our team of trained storytellers is passionate about educating youth about their role in protecting wildlife and the environment. Each session includes a short creative workshop in which children have the opportunity to write, draw, craft or tell their own imagined stories about wildlife and come up with solutions for the problems they face, such as pollution or loss of habitat.

We give each child the opportunity to share their stories onstage or online, and hope to adapt some of their stories into future performances. Performances are open to children of all ages, and are disability accessible and autism friendly, with slides and visual aids.

In 2023, JGIS' storytelling sessions were resumed with the National Library Board, with an interactive two-day storytelling activity in the 360 projection room. Children and their parents were taken on Virtual Mysterious Ancient Forest Walks.

• Events

JGIS organises numerous events to raise awareness of our local biodiversity and promote human-wildlife coexistence.

In May, we participated in the annual Festival of Biodiversity, a community event organised by the National Parks Board to create awareness and foster a sense of appreciation for our natural heritage. Held at Heartbeat@Bedok in 2023, visitors to our booth had the opportunity to experience Singapore's MacRitchie forest and observe long-tailed macaques virtually using an Oculus.

In October, JGIS was invited to participate in Heart for Nature, an art and wellness festival that promoted responsible interactions with nature.



Roots & Shoots Committee

Roots & Shoots (“R&S”) is a global environmental, animal welfare, and humanitarian youth outreach programme operating in 110 countries. R&S empowers young people to do their part in solving human, animal welfare, and environmental problems in their communities.

R&S gives the younger generation a platform to help solve problems around them through projects incorporating leadership and project management skills. This gives the young individuals confidence as they realise that they can make a positive difference to people, animals and the environment and, ultimately, the planet.

The JGIS R&S Committee nurtures youths and the unaware to become more environmentally conscious via school programmes and other activities that will activate tangible environmental and conservation actions which align with the mission of JGIS. As a unique global youth network, R&S offers local students access to an international web of like-minded young people. The R&S groups in Singapore have the chance to connect with 8,000 other groups around the world to share their experiences and build partnerships through cultural exchange.

Roots and Shoots Student Leaders in 2023 were:

Nanyang Technological University (Tertiary institute)

- Monkey Guard outreach and orientation programmes to help faculty and students understand how to live in harmony with nature. Conducted over three years, we worked with Eco-engineers and students as they designed heat maps and develop strategies to ensure that Macaques were not able to access food delivery.

Hwa Chong Institution (High School)

- Youth leaders provided Peer-to-Peer learning opportunities which were offered via student care programs. These were created as enrichment programmes which harnessed their their core competence in Science to grow an appreciation for Nature and Wildlife.

Raffles Institution (High School)

- Youth leaders picked elders at risk of dementia as the beneficiaries of the programme. Students then adopted our Eco-therapy program and befriended elders, taking them on nature walks and bringing nature to them by conducting nature-based arts and crafts workshops.

Inter-school Collaboration

- The National Library of Singapore kindly hosted this event, which saw 70 students from all over Singapore start a Roots and Shoots chapter. Activities included a youth workshop where they shared knowledge on primates, games to enhance knowledge of food that local primates eat, and science demonstration to provide education on ocean acidification and climate change.

Our outreach to schools continued with us assisting the Singapore American School at their Annual Swimathon.

Further, we have undertaken regular exchanges with students from China. The students went through a three-week experience at Singaporean universities and JGIS was a partner NGO in the exchange programme.



2025



The Year Ahead

Looking ahead to the financial year ending on 31 March 2025, JGIS will look to build on its regional engagement and interactions with other APAC chapters and the wider JGI Global network.

The earlier decision by the Board to change the legal structure of JGIS to a 'Company Limited by Guarantee' ("CLG") has progressed and, despite some delays, should be completed by 3Q24.

The move to CLG will require JGIS to reapply for its charity status, though we do not anticipate substantial challenges or obstacles in this, and the change in structure is seen as assisting in reaching the ultimate goal of being accredited as an Institution of Public Character ("IPC").

With regards to governance, JGIS will continue to seek relevant talent to join the Board and implement appropriate guidelines and terms of reference for the various committees to ensure that they operate at best practice for the non-profit sector.

JGIS is seeking greater links and communications with other regional JGI chapters. Specifically, we are looking to engage with JGI Taiwan on programme structuring and financing, and Roots and Shoots Malaysia programme for greater collaboration on the Eko-Eko nature photography website and content.

We are heartened by the news that our founder, Dr. Jane Goodall, will be visiting Singapore in late-2024 and we will arrange a series of events to capitalise on her presence.



Governance

Overview

This Corporate Governance Statement describes the governance framework, policies, and practices of JGIS.

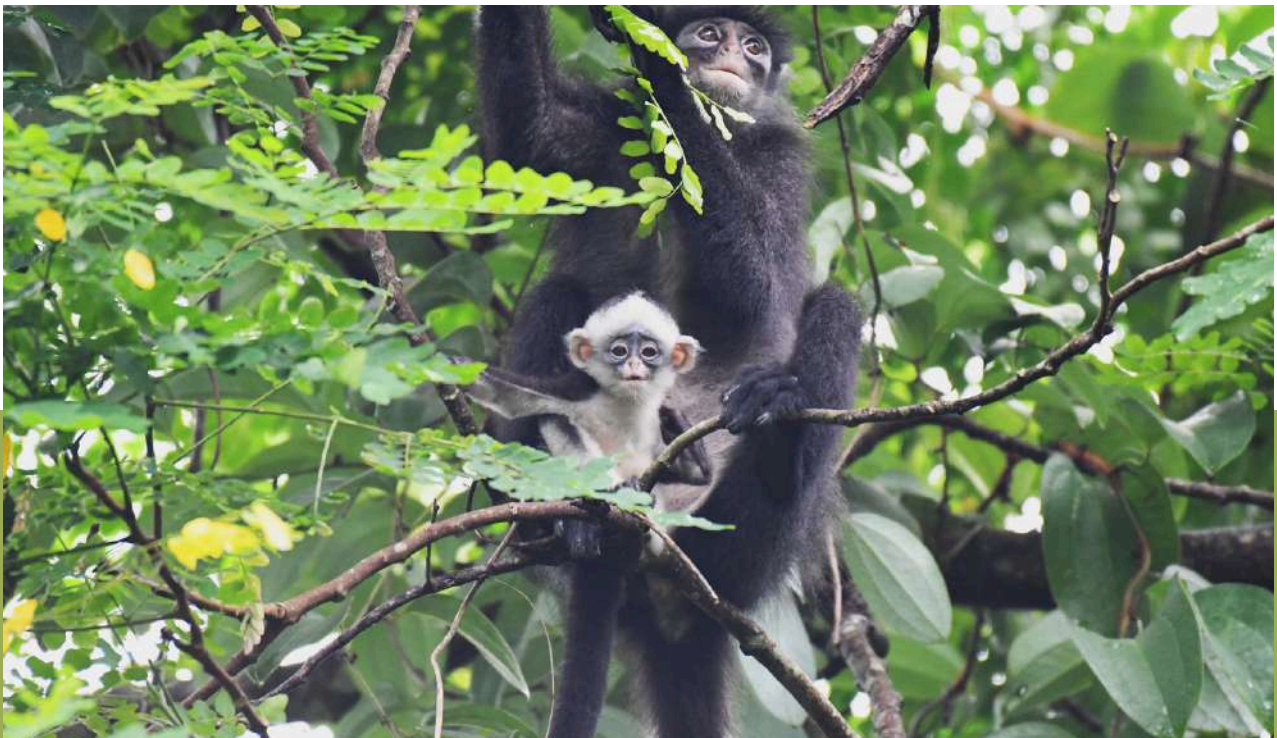
JGIS is committed to achieving best practices in corporate governance in order to positively impact JGIS, our staff, volunteers, grantees, donors, and other stakeholders.

Our approach to corporate governance is based on JGIS Board members knowing their responsibilities and the organisation's work, in order to ensure that JGIS is well-managed and fulfils its objectives.

Board members are committed to governing the organisation effectively and appropriate orientation and training are provided when required to ensure understanding of JGIS' objectives and policies.

Board members are expected to exercise independent judgement and act in the best interests of JGIS, independent of the JGIS staff and staff may not sit as members of the Board, though they may act as Chair of Committees.

Board members are elected for a term of two (2) years and are subject to a limit of ten (10) years, unless exceptional circumstances call for an exemption to this limit.

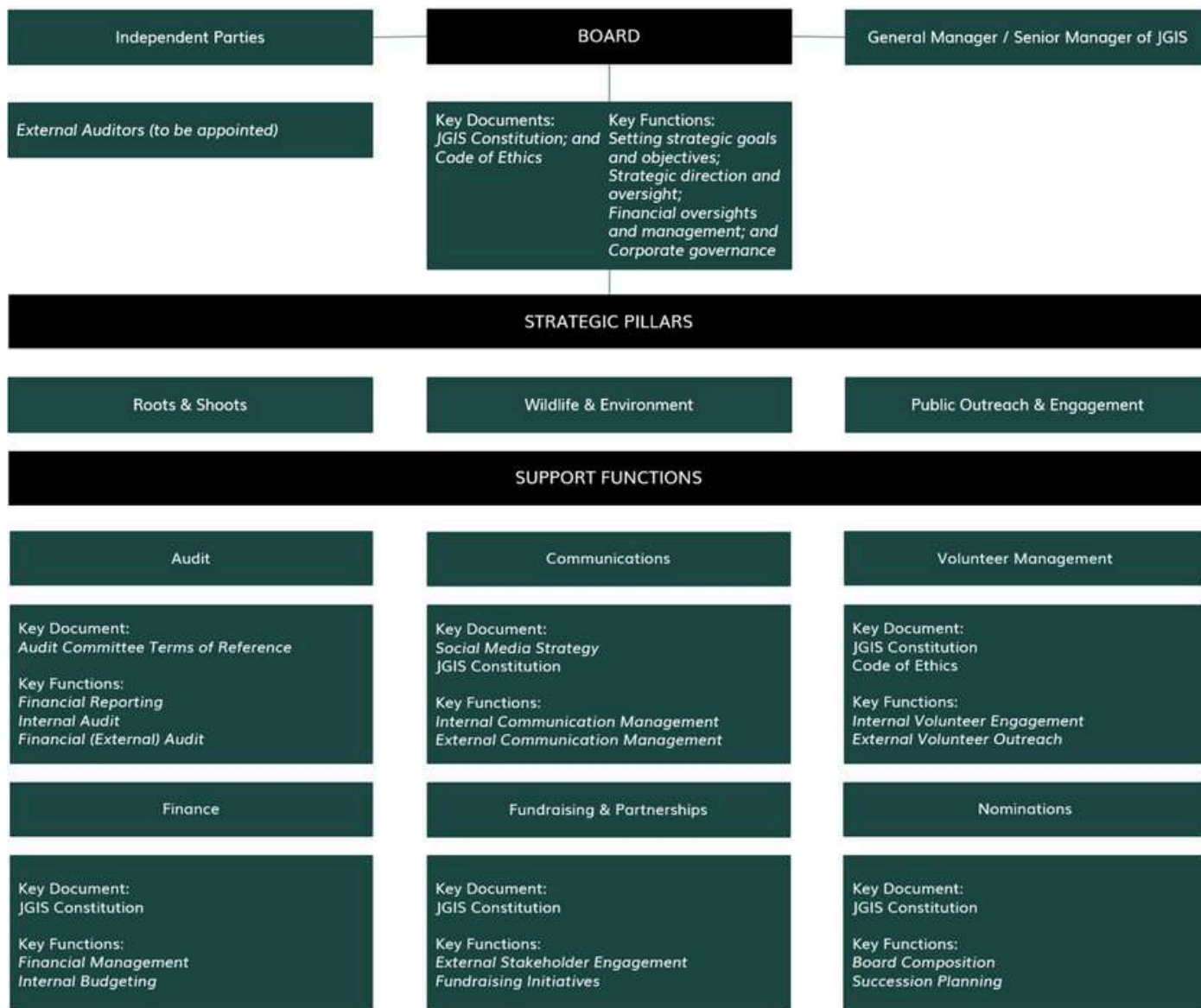


Board Structure and Operation

• Governance Framework

The diagram below demonstrates the governance framework of JGIS, as well as the strategic pillars of the organisation and current committees of JGIS. As required, the Board may form other committees or request board members to undertake specific extra duties.

All board members are required to sign a Code-of-Ethics, as are JGIS volunteers.



• Board Meetings

Over the course of the 2023/24 Financial Year, JGIS held 9 scheduled meetings.

The attendance record of the Board at these meetings over the 2023/24 financial year are as follows:

NAME	POSITION AND COMMITTEE INVOLVEMENT	MEETINGS ATTENDED
Andie ANG	President, Wildlife and Environment Co-Chair, Volunteer Management Chair	8
Karen CHAN	Chairperson, Vice-President	7
Kenneth CHOW	Secretary, Nominations Committee Chair	9
Carmen PANG	Public Outreach and Engagement Committee Chair	8
Li Ann WEE	Treasurer, Fundraising Committee Chair Co-Chair	3
Alice EARLY*	Board Member, Roots and Shoots Committee Chair	2
Tanya PILLAY-NAIR	Board Member, Wildlife and Environment Co-Chair	6
Conal McMAHON	Audit Committee Chair, Communications Committee Chair	6

No board members were remunerated for their Board services in the 2023/2024 financial year.

*Left Singapore and resigned from the JGIS board in June 2023.

• Role of Board Members

The Code of Governance outlines the roles and responsibilities of the JGIS Board.

Key responsibilities for board members are summarised as follows:

- Set the strategy and organisational objectives of JGIS;
- Approve the financial statements and monitor financial goals and performance against the strategy and organisational goals of JGIS;
- Ensure that JGIS is effectively managed with good governance policies and practices; and
- Hire permanent JGIS staff and ensure their performance is monitored and measured.

Under the JGIS Constitution, the Board of JGIS may delegate to committees and staff as needed.

• Executive Committee

JGIS maintains an Executive Committee ("ExComm") comprised of:

- The JGIS President;
- The Chairperson of the JGIS Board
- The JGIS Vice-President;
- The JGIS Treasurer;
- The JGIS Secretary of the Board; and
- The JGIS General Manager.

The Board created the position of Vice-President in the 2022/23 financial year.

The Board created the position of the Board Chair in the 2023/24 financial year with the aim of splitting board duties off from the duties of the President.

The ExComm is responsible for creating and maintaining the job descriptions of the positions which comprise it.

These are expanded on below.

• Role of the President

The roles, duties, and responsibilities of the JGIS President are to:

- Ensure the effective action of the Board in governing and supporting JGIS, and oversees Board affairs. Acts as the representative of the Board as a whole, rather than as an individual supervisor to staff.
- Supervise the General Manager and/or JGIS staff in achieving the mission and vision of JGIS.
- Provide leadership to the Board in expediting the goals of JGIS.
- Encourage and guides the Board's role in strategic planning and direction.
- Be a key spokesperson to the media and the community on behalf of JGIS; represent JGIS in the community.
- Chair meetings of the Board after developing agendas together with the other ExComm members.
- Actively assist with recruiting volunteers for committees and coordinates individual Board member assignments; makes sure each committee has a chairperson, and stays in touch with chairpersons to be sure that their work is carried out; identifies committee updates that should be presented to the Board.
- Establish a search and selection committee (usually acts as chair) for hiring the General Manager and/or JGIS staff, whenever necessary. Convene Board discussions on evaluating the General Manager and/or JGIS staff and negotiating compensation and benefits packages and conveys such information to the General Manager and/or JGIS staff.
- Evaluate the performance of the General Manager, JGIS staff, and Board members.
- Ensure that Board matters are handled properly, including preparation of pre-meeting materials, committee functioning, and recruitment and orientation of new Board members.
- Monitor financial planning and financial reports.
- Evaluate annually the performance of JGIS in achieving its mission.
- Perform other responsibilities as discussed and agreed by the Board.

• Role of the Vice-President

The roles, duties, and responsibilities of the JGIS Vice-President are to:

- Acts as the President in his or her absence; assists the President on the above President's responsibilities or other specified duties.

Works closely with the President, JGIS staff and volunteers.

- Participates closely with the President to develop and implement Board/staff/volunteer transition plans.
- Frequently assigned to a special area of responsibility, such as membership, media or personnel.
- Performs other responsibilities as assigned by the Board.

• Role of the Secretary

The roles, duties, and responsibilities of the JGIS Board Secretary are to:

- Maintain records of the Board and ensures effective management of JGIS records.
- Manage minutes of Board meetings, the Annual General Meeting, and Extraordinary General Meetings, if any. Maintain an up-to-date Register of Members at all times.
- Ensure minutes are distributed to members after each meeting on a timely basis.
- Be sufficiently familiar with legal documents (Constitution, Code of Governance, etc.) to discuss its application and relevance during meetings.
- Maintain accurate records (except financials) of JGIS and its Board members with the Registry of Societies, the Charities Commission, and any other relevant governmental agencies in Singapore.

• Role of the Treasurer

The roles, duties, and responsibilities of the JGIS Treasurer are to:

- Lead the financial management and oversight of financial matters of JGIS.
- Manage the Board's review of, and actions related to, the Board's financial responsibilities and assists Board members to form financial policies in relation to their Committees, as relevant.
- Work with JGIS staff and/or a volunteer(s) in developing and implementing financial procedures and systems.
- Ensure that appropriate and timely preparation of financial reports are to be made available to the Board; regularly report to the Board on key financial events, trends, concerns, and assessment of fiscal health.
- Select and meet annually with the external auditor in conjunction with the Finance and Audit Committees.
- Ensure, through the Finance Committee, sound management and optimisation of JGIS' cash and investment holdings.
- Responsible for filing of JGIS' financials with relevant governmental agencies in Singapore.
- Responsible for publication of JGIS financials on JGIS website, as appropriate.
- Keep all funds and collect and disburse all moneys on behalf of JGIS and keep an account of all monetary transactions and be responsible for their correctness.

Board Committees

• Purpose

To increase the effectiveness of the JGIS Board in delivering on its strategic goals and objectives, JGIS operates several committees. These are categorised into two groups, the first being Strategic Pillars and the second being Support Functions.

Strategic Pillars comprise:

- **Roots & Shoots** (comprising the Leaders Council, Online Workshops, Roots & Shoots Awards, and the Plant for Hope Campaign);
- **Wildlife and Environment** (comprising Monkey Walks, Monkey Guards, LTM Citizen Science, RBL Citizen Science, and the No Feeding Campaign); and
- **Public Outreach and Engagement** (comprising Storytelling, Lecture Series, ConservAction, and Wildlife Ambassadors)

Support Functions comprise:

- **Audit;**
- **Nominations;**
- **Communications;**
- **Volunteer Management;**
- **Finance; and**
- **Fundraising and Partnerships.**

Each committee comprises at least one member of the JGIS Board and JGIS volunteers as needed.

• Audit Committee

The Audit Committee ("AC") is governed by the Audit Committee Terms of Reference and serves to assist the JGIS board with its oversight responsibilities in key areas including, but not limited to:

- Preparation, reporting, and review of financial statements and maintaining the integrity of the financial statements;
- Reviewing risk management and internal controls in relation to financial procedures, financial reporting, and other financial-related risks;
- Internal audit scope, resource allocation, performance measurements, and reporting of results; and
- Selection and appointment of external auditors, oversight of the external audit engagement, and review and follow-up of the external audit report.

Additionally, the AC has oversight responsibilities in the following areas:

- Fraud risk management;
- Whistleblowing policies, processes, and reporting; and
- Any other permanent or temporary responsibilities allocated to the AC by the Board.

Over the 2023/24 financial year, the AC assisted in reviewing the financial statements of JGIS, and liaised with external parties to finalise the financial statements of JGIS.





• Nominations Committee

The Nominations Committee is governed by the Nominations Committee Terms of Reference and serves to ensure that JGIS has the right Board and Committee members to carry out its vision and mission efficiently and effectively.

This is accomplished by:

- Regularly reviewing the structure, size and composition of the Board in relation to the Constitution and make recommendations to the Board with regard to any adjustments that are deemed necessary;
- Establishing a formal and transparent search and nomination process for the selection, appointment and re-appointment of directors to the Board by identifying and nominating for the approval of the Board, candidates to fill board vacancies as and when they arise;
- Reviewing and assessing candidates for directorship before recommendation to the Board for appointment or reappointment taking into account the objectives of building a board that embodies diversity, with an appropriate balance between functional skill sets, domain expertise, and specific skills and capabilities needed to support JGIS's vision and mission;
- Reviewing on an annual basis the composition of the Board as a whole, including the continuation in office of a director on the Board and propose new Board members or seek the retirement/re-election of directors in accordance with the Constitution of JGIS;
- Reviewing and recommending to the Board orderly succession plans for directors, in particular the President, the Secretary, and the Treasurer.
- Reviewing and recommending to the Board orderly succession plans for directors, in particular the President, the Secretary and the Treasurer.
- Ensuring that a candidate understands their role and responsibilities and is sufficiently committed to undertaking the role.

• Communications Committee

The Communications Committee is governed by the Communications Committee Terms of Reference and serves to develop and implement communications plans, strategies, and activities, in order to ensure a consistent message and alignment across global JGI guidelines.

Additionally, the committee serves to evaluate the effectiveness of communications and provide direction, support, and guidance to other committees in communicating and promoting the work of JGIS and the wide JGI network.

This is accomplished by managing engagement with internal and external stakeholders, as outlined below.

Communications Engagement (Internal)

Development and recommendation of communications strategies and plans. Providing direction, and guidance on Communications to the other committees to ensure consistency in tone, messaging, and global branding, in line with our Mission Statement, Values, and Vision.

Identifying, developing, and planning communications opportunities, activities, and events (e.g. social media activities, outreach events, newsletters, blog topics, website features, etc) Development of research to support and build on communications strategies and platforms.

Communications Engagement (External)

To build the Dr. Jane Goodall Legacy of Scientist, Environmentalist, and Conservationist through promotions, engagements, education, and inspiration.

To build local brand relevance for the local chapter.

To nurture and build a positive image of JGI and JGIS brands internally and externally.

To build on relationships and strategic partnerships with likeminded institutions, and global and regional JGI chapters.

• Volunteer Management Committee

The Volunteer Management Committee is governed by The Volunteer Committee Terms of Reference and serves to develop and curate a structure and process to recruit, onboard, engage and develop the volunteers and interns of JGIS.

This is accomplished by managing engagement with internal and external stakeholders, as outlined below:

Volunteer Engagement (Internal)

To organise various engagement opportunities for the volunteers and interns to bond and get to know each other better.

To appreciate the volunteer's efforts through regular volunteer spotlight and features (through social media and newsletters) and the annual JGIS Volunteer Awards Night.

To maintain a list of long-term volunteers and ad-hoc volunteers in all committees.

Volunteer Outreach (External)

To liaise with the various committees on volunteering and summer internship opportunities.

To manage individual volunteering and internship requests coming through our channels.

To manage communication with schools and universities regarding internship opportunities.

To recruit and onboard the new volunteers and interns into the various committees.

• Finance Committee

The Finance Committee is governed by the Financial Committee Terms of Reference and serves to ensure that the finances of JGIS are properly managed and recorded.

This is accomplished by:

- Overseeing the financial management and responsibilities of JGIS;
 - Assisting in the formation and review of JGIS annual budgeting;
 - Ensuring that the financial reports are prepared in a timely and appropriate manner;
 - Filing JGIS financials with relevant government agencies in Singapore.
-

• Fundraising and Partnerships Committee

The Fundraising and Partnerships Committee is governed by the Fundraising and Partnerships Terms of Reference and serves to oversee the number of channels where JGIS can raise funds and to build partnerships with relevant government agencies and stakeholders in Singapore.

This is accomplished by:

- Identifying and soliciting funds from external sources of support and increasing the JGIS corporate donor network;
- Developing fundraising plans that leverage the existing JGIS programmes and activities;
- Working with government agencies and other stakeholders where their objectives align with JGIS' mission and vision;
- Monitoring fundraising efforts to be sure that ethical practices are in place, that donors; are acknowledged appropriately, and that fundraising efforts are cost-effective.

Disclosure of Remuneration of three highest paid staff

None of JGIS' staff received more than SGD 100,000 in annual remuneration.

Governance Evaluation Checklist For The Financial Year Ended 31 March 2024

BOARD GOVERNANCE

CODE GUIDELINE	RESPONSE	EXPLANATION IF NOT COMPLIANT
Induction and orientation are provided to incoming governing board members upon joining the Board.	Complied	
The Treasurer of the charity can only serve a maximum of four consecutive years.	Complied	
All governing board members must submit themselves for re-nomination and re-appointment, at least once every three years.	Complied	
There are documented terms of reference for the Board and each of its committees.	Complied	

CONFLICT OF INTEREST

CODE GUIDELINE	RESPONSE
There are documented procedures for governing board members and staff to declare actual or potential conflicts of interest to the Board at the earliest opportunity.	Complied
Governing board members do not vote or participate in decision making on matters where they have a conflict of interest.	Complied

HUMAN RESOURCE and VOLUNTEER MANAGEMENT

CODE GUIDELINE	RESPONSE
The Board approves documented human resource policies for staff.	Complied

FINANCIAL MANAGEMENT and INTERNAL CONTROLS

CODE GUIDELINE	RESPONSE	EXPLANATION IF NOT COMPLIANT
There is a documented policy to seek the Board's approval for any loans, donations, grants or financial assistance provided by the charity which are not part of the charity's core charitable programmes.	Not complied	Grants are no longer provided
The Board ensures that internal controls for financial matters in key areas are in place with documented procedures.	Complied	
The Board ensures that reviews on the charity's internal controls, processes, key programmes and events are regularly conducted.	Complied	
The Board approves an annual budget for the charity's plans and regularly monitors the charity's expenditure.	Complied	
The charity has a documented investment policy approved by the Board.	Complied	

FUNDRAISING PRACTICES

CODE GUIDELINE	RESPONSE
All collections received (solicited or unsolicited) are properly accounted for and promptly deposited by the charity.	Complied

DISCLOSURE and TRANSPARENCY

CODE GUIDELINE	RESPONSE
The charity discloses in its annual report — (a) the number of Board meetings in the financial year; and (b) the attendance of every governing board member at those meetings.	Complied
No staff is involved in setting his own remuneration.	Complied
The charity discloses in its annual report — (a) the total annual remuneration for each of its 3 highest paid staff who each has received remuneration (including remuneration received from the charity's subsidiaries) exceeding \$100,000 during the financial year; and (b) whether any of the 3 highest paid staff also serves as a governing board member of the charity. The information relating to the remuneration of the staff must be presented in bands of \$100,000. OR The charity discloses that none of its paid staff receives more than \$100,000 each in annual remuneration.	Complied

Thank you for your ongoing support of the Jane Goodall Institute (Singapore)



Acknowledgements

JGIS would like to acknowledge and thank the following individuals and groups for helping us foster living in harmony with nature and reducing conflict:

Our dedicated group of tireless volunteers

Our donors and corporate partners

The people of Singapore

Dr. Jane Goodall, DBE, Founder of the Jane Goodall Institute, and UN Messenger of Peace

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