

# THE MALAY HERITAGE FOUNDATION LTD

## ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2014

### BACKGROUND

- 1 The Malay Heritage Foundation Ltd (MHF) was incorporated in Singapore on 28 July 1999 as a company limited by guarantee without a share capital. Each ordinary member undertakes to contribute to the assets of the Company in the event of it being wound up while he is a member, or within one year after he ceases to be a member, for payment of the debts and liabilities of the Company contracted before he ceases to be a member and of the costs, charges and expenses of winding up, such amount as may be required but not exceeding \$1.00/-.
- 2 MHF is an approved Charity under the Charities Act, Cap. 37 with effect from September 1999 and has been accorded the status of an Institution of Public Character (IPC) since 29 May 2006. It has been renewed from 29 May 2014 to 28 May 2017. The IPC number is IPC000595.

Registration No. : 199904358R  
IPC No. : IPC000595  
Registered Address : 85 Sultan Gate, Singapore 198501

- 3 The Management Committee was appointed by then Minister for Information, Communication and the Arts (now known as Ministry of Culture, Community & Youth), through letters of appointment. The Ministry of Culture, Community & Youth (MCCY) is empowered by clause 28 of the Articles of Association of the Company to appoint the Chairman, Deputy Chairman and all members of the Board for such terms and conditions as he deems fit.

No.	Name	Designation	Date of Appointment
1	Zuraidah binte Abdullah	Chairman	1-Aug-2010
2	Dr Suriani binti Suratman	Deputy Chairman	1-Aug-2005
3	Siti Habibah binte Haji Siraj	Director	1-Aug-2010
4	Zuraida binte Haji Mohamed Din	Director	1-Aug-2010
5	Muhammad Nazri bin Muhd	Director	1-Aug-2011
6	Zahidi bin Abdul Rahman	Director	1-Aug-2011
7	Edwin Ignatious M	Director	1-Aug-2013

Banker : DBS Bank Ltd  
Standard Chartered Bank

Auditor : Helmi Talib & Co  
Public Accountants & Certified Public Accountants  
1 Finlayson Green #06-01  
Singapore 049246

Investment Advisor : Standard Chartered Bank  
6 Battery Road, #03-00  
Singapore 049909

## **OBJECTIVES**

- 4 The principal objectives of MHF are to promote the study and research, and the public's understanding and knowledge of the historical and socio-cultural developments of the Malay community in Singapore.

## **POLICIES**

### Finance and Funding

#### Memorandum of Understanding (MOU)

- 5 In Dec 2012, MHF signed an MOU with the National Heritage Board (NHB). In accordance with the MOU, NHB will provide for a one-time direct development grant to cover 95% of the development cost and will provide funds to cover 99% of the recurring operating costs of the Malay Heritage Centre (MHC).

#### Endowment Fund

- 6 The Endowment Fund is maintained for funds raised by MHF as well as dollar-for-dollar government matching grants up to \$2 million. The Company may, at the discretion of its directors, use the Endowment Fund for any purposes, including for investments, provided that it is incidental, necessary, beneficial or conducive to the attainment of the objectives of the Company as stated in the Memorandum of Association.

#### Management of Reserves

- 7 MHF regards its unrestricted general fund as its reserves. The Company's reserve policy requires it to maintain sufficient reserve to ensure long term financial sustainability and continuity for the purpose of operating effective programmes. This includes transfer between funds. The Company's overall strategy remains unchanged from the previous year. The Company is not subject to any externally imposed capital requirements.

## **REVIEW FOR FINANCIAL YEAR 2013/2014**

### **Staffing**

- 8 Ms Julina Khusaini was seconded from Yayasan Mendaki as MHF's General Manager in September 2010. Ms Rozana Sidek was appointed as its Admin Officer on 03 November 2010.

## Donations Received

- 9 During the year, MHF received \$ 10,391.29 in donations, the details of which had been duly submitted to the Inland Revenue Authority through the IRAS ipcLink v3.0. The breakdown of the donation amounts received was as follows:-

Type of Donations	No. of Donors	No. of Donations	Amount \$
Tax-Deductible by Individual – NRIC	2	2	5,000.00
Tax-Deductible by UEN-Business	-	-	Nil
Tax-Deductible by UEN-Local Co	1	1	500.00
Tax-Deductible by UEN-Others	1	1	4,891.29
Non-TaxDeductible by Non Individual	-	-	Nil
<b>Total</b>	<b>4</b>	<b>4</b>	<b>10,391.29</b>

## Calendar of Events

- 10 The following events were organised by MHF between 01 April 2013 and 31 March 2014

Date / Month	Event
Apr – Jun 2013 (monthly)  Every last Fri & Sat of the month	Neighbourhood Sketches <ul style="list-style-type: none"> <li>• Wayang Kulit Siam</li> <li>• Gamelan</li> <li>• Angklung &amp; Kulintang</li> </ul>
31 May – 29 Jun	Ter-ba-Bom! <ul style="list-style-type: none"> <li>• Heritage Hunt</li> <li>• Interactive Story Telling Workshop</li> </ul>
Apr – Jul 2013 (monthly)  i) 4 & 25 Apr ii) 2 & 30 May iii) 6 & 27 Jun iv) 4 & 25 Jul	Galleries Alive! Musical Performance at the permanent gallery
8 & 22 Jun 2013	Special Performance by Raffles Girls' School Angklung Ensemble

14 & 15 Jun 2013	<b>Movie Nights @ MHC</b> <ul style="list-style-type: none"> <li>• Nujum Pak Belalang</li> <li>• Magika</li> </ul>
29 Jun 2013	MHF/MHC Workplans Seminar
20 July 2013	Dikir Bestari - Dikir Barat Performance by Assumption English School (Community Learning Fund Project)
1 & 29 Aug 2013	Story telling tour
Every Thursday to Sunday	Free guided tour of Malay Heritage Centre Museum
24 & 25 Aug 2013	Hari Raya Open House
26 Aug 2013 – Apr 2014	Internship Programme with National University of Singapore – Department of Malay Studies Students
31 Aug – 22 Sep 2013	<b>Malay Culture Fest</b> <ul style="list-style-type: none"> <li>• Bina Panggung Demonstration</li> </ul> <b>Neighbourhood Sketches</b> <ul style="list-style-type: none"> <li>• Gamelan Performance</li> <li>• Mukun Performance</li> <li>• Kelab Bunga Tanjung – Malay Cabaret</li> </ul>
7 Sep 2013	Mak Yong - Main 'Teri, a Traditional Kelantanese Healing Performance
18 Sep 2013 – 5 Jan 2014	<b>Special Exhibition - Ilham Alam Exhibition : Nature &amp; Healing in the Malay World</b> <p><u>Workshops</u></p> <ul style="list-style-type: none"> <li>• Introduction to Traditional Javanese Pre &amp; Post Natal care</li> <li>• Ulam Bagus!</li> <li>• Kampong Cooking @ Pulau Ubin</li> <li>• General Women's Health Workshop</li> </ul> <p>Curator's Tour</p> <p><u>Lectures/Panels/Forums</u></p> <ul style="list-style-type: none"> <li>• The Significance of the Kitab Tibb Manuscripts in Traditional Malay Medicine</li> <li>• Traditional Medicine in the 21<sup>st</sup> Century</li> </ul>

13 & 14 Sep 2014	<b>Movie Nights</b> <ul style="list-style-type: none"> <li>• Sepet</li> <li>• Tunang Pak Dukun</li> </ul>
18 Sep 2013 – Jan 2014	Internship Programme with Republic Polytechnic – Diploma in New Media Students
21 Sep 2013	Keronchong Seribu Satu Malam
13 Nov 2013	Focus Group Discussion - Let's Chat Arts
13 – 15 Nov 2013	<b>Special Showcase – Lintas Nusantara</b> A 3-day festival of dances from the Nusantara <ul style="list-style-type: none"> <li>• Masterclass on Tari Dayak &amp; Betawi</li> <li>• Forum Lintas Nusantara</li> </ul>
18 Jan 2014 8 Mar 2014 29 Mar 2014	<b>Public Lecture Series 1 : Customarily 'Melayu'</b> <ul style="list-style-type: none"> <li>• Masjid Maarof of Clyde Street/Jeddah Street, 1870 – 1996</li> <li>• Herstories in Print</li> <li>• Adat &amp; Contemporary Values</li> </ul>
31 Jan & 1 Feb	Chinese New Year Special - Kampong Gelam Tales : Dramatised Tours
Jan – Mar 2014 Every Tuesday	Let's Play Malay Games
8 Feb 2014	Grant Writing Consultation 1 (Follow-up on FGD Let's Chat Arts)
22 Feb 2014	Special Performances on Silat, Gasing Terbang (Flying Top) & Dikir Barat by Tourism Malaysia
Jan – Mar 2014 Every last Fri & Sat of the month	<b>Neighbourhood Sketches</b> <ul style="list-style-type: none"> <li>• Silat (Jan)</li> <li>• Gendang Ensemble (Feb)</li> <li>• Tarian Asli &amp; Inang (Mar)</li> </ul>
15 Mar – 15 Jun 2014	<b>Community Exhibition</b> <b>La-a-obe : Bawanesse Culture &amp; Heritage in Singapore</b>

## **REVIEW OF FINANCIAL STATE AND EXPLANATION OF MAJOR FINANCIAL TRANSACTIONS**

- 11 MHF recorded a surplus of \$12,381.00 for the financial year ending 31 March 2014.

## **POLICY OF MANAGEMENT AND AVOIDANCE OF CONFLICT OF INTEREST**

### **Disclosure of Interests Form**

- 12 All directors of MHF are required to disclose his/her interests in shares or debentures in the subject company or any of its related corporations, and interests held by his/her spouse or children (including adopted or step children) below the age of 21 years are treated as his/her interests. Such information has to be recorded in the Register of Directors' Shareholdings of the Company and disclosed in the Directors' Report accompanying the yearly audited accounts.

### **General Notice**

- 13 In addition, all directors of MHF is required to declare his/her interest in any transaction or proposed transaction with the company, or if the director holds any office or any property which may create a conflict with his duties as a director of the company. For the purpose of the Companies Act, an interest of the director's spouse or child including an adopted or a step child shall be treated as an interest of the director.

## **FUTURE PLANS AND COMMITMENTS**

- 14 The MHF Board of Directors held their corporate advance on 5 January 2013 to outline the workplans for the next three years. This was followed by a workplan seminar on 29 June 2013 to review and update these workplans. This is done to realign the corporate planning process with the planning cycle of NHB and MCCY.

## **STATEMENT OF ACCOUNTS**

- 15 The Statement of Accounts for the financial year ending 31 March 2014 is attached.