



ROTARY DISTRICT 3310

**32ND DISTRICT
TRAINING ASSEMBLY**

BREAKOUT SESSIONS | 20-30 April 2022

ROTARY DISTRICT 3310

DISTRICT COMMUNITY SERVICE SEMINAR 2022

32nd District Training Assembly

20 April 2022 Wednesday

20:30-22:30 Zoom Virtual Platform

HUMANITARIAN SERVICE 1: COMMUNITY SERVICE, ROTARY COMMUNITY CORPS, PROTECTING THE ENVIRONMENT, EMPOWERING GIRLS AND WOMEN

Rotary community service is about getting away from the charity model, where we give things away, and getting into the opportunity model, where we empower people to carve their own paths out of poverty. Does what you're offering matter to them? If not, you have to go back to the drawing board and come up with something that will matter.

Program

20:30 **Welcome Remarks** 2022-23 District 3310 Rotary Leadership Institute Organizing Chair: **IPDG Rajamohan Munisamy**

20:35 "Community Service Unleashed" **PP Khushroo Dastur** 2022-23 District Community Service Chair

21:05 "Changing the World through the Rotary Community Corps" **PP Alice Kunjan** 2022-23 District Rotary Community Corps Chair

21:20 "Rotary for Protecting the Environment" **Rtn Ambaree Majumder** Leader, Environmental Sustainability Rotary Action Group (ESRAG), Southeast Asia Chapter

21:35 **Introduction** 2022-23 District Trainer **PDG Michael Yee** introduces PRID Professor Saowalak Rattanaovich

21:40 "Rotary Empowers Women and Girls, Ensuring Their Access to Education and Opportunities" **PRID Professor Saowalak Rattanaovich** Zones 10B & 10C Empowering Girls Initiative Ambassador

22:10: **Q&A** | *Session Moderator* **PP Alice Kunjan** District Rotary Community Corps Chair

20:25 **Closing Remarks** 2022-23 District Annual Fund Subcommittee Chair **PDG Jeff Yong**

22:30 **Session Ends** | Group Photo | Fellowship

ROTARY DISTRICT 3310

DISTRICT VOCATIONAL SERVICE SEMINAR 2022

32nd District Training Assembly

21 April 2022 Thursday

20:30-22:30 Zoom Virtual Platform

HUMANITARIAN SERVICE 2: VOCATIONAL SERVICE, BLINDNESS PREVENTION, DENGUE EPIDEMIC CONTROL

Vocational service is Rotary's first concept and rooted in the second object of the Object of Rotary. It calls on Rotarians to encourage and foster high ethical standards in business and professions, the recognition of the worthiness of all useful occupations, and the dignifying of each Rotarian's occupation as an opportunity to serve society. Rotary District 3310 also serves society by helping prevent avoidable blindness and raising the awareness of dengue fever and its prevention and control.

Program

20:30 "Protect Your Vision and Prevent Blindness" **IPP Leena Chettri** 2021-22 Member, District Prevention of Blindness Committee

20:50 "Dengue Fever Awareness, Prevention, and Control" **PP Lucas Chew** 2021-22 District Dengue Epidemic Control Action Committee Chair

21:10 "Vocational Service in Action" **PP Dr. Senthil Doraisamy** 2022-23 District Vocational Service Chair

VOCATIONAL SERVICE HIGHLIGHTS

21:40 "15 Years of Cleft Lip and Palate Service in the Philippines" **PP Dr. Angamuthu Rajoo** RC Johor Bahru

21:50 "Avoidable Blindness Outreach Project" **PP Chai Ko Jee** RC Kuching Central

22:00 "The Entrepreneur of the Year Award" **Rtn Louisa Lee** RC Singapore

22:10: **Q&A** | *Session Moderator* **PP Dr. Senthil Doraisamy** 2022-23 District Vocational Service Chair

22:30 **Session Ends** | Group Photo | Fellowship

ROTARY DISTRICT 3310

COUNCIL ON LEGISLATION & ROTARY GOVERNANCE SEMINAR 2022

32nd District Training Assembly

22 April 2022 Friday

20:30-22:30 Zoom Virtual Platform

2022 COUNCIL ON LEGISLATION | ROTARY GOVERNANCE

Every three years, Rotarians—Council Representatives from all Rotary districts, coming from all 34 zones of the Rotary world—meet at the Council on Legislation (COL) to review and vote on proposed changes to the legislation that governs Rotary. They consider enactments, which change Rotary’s governing documents, and position statements by the RI Board. The Council on Resolutions (COR) meets online every year to vote on proposed resolutions and urgent enactments proposed by the RI Board. Rotary governance involves all the general and permanent policies and procedures of the RI Board, the RI Conventions, and the RI Councils on Legislation. Rotarians, Rotary clubs, and Rotaract clubs should be familiar with all the general and permanent policies and procedures currently in force, regardless of the dates of their adoption.

Program

20:30 **Welcome Remarks** 2021-23 District Constitution & Resolutions Committee Adviser
PDG Edward Sung Burongoh

20:40 “2022 Council on Legislation Report” **PDG Henry Tan** 2020-23 District 3310 Council Representative

21:10 “Understanding Rotary’s Governance System” **PDG Michael Yee** 2020-22 Zone 10C Assistant Regional Rotary Foundation Coordinator, 2022-23 Zone 10C Assistant Regional Coordinator, 2022-23 District Trainer, and 2021-23 District DEI Chair

21:40 “RI Approved Model Club Constitution for Malaysia and Singapore Clubs of Rotary District 3310” A panel presentation headed by **PP Brown Pereira** 2021-23 District Constitution and Resolutions Chair, with 2021-23 District Constitution and Resolutions Committee members **PP Jeyan Marimuttu**, RC Kota Kinabalu, **PP Quek Kia Ping**, RC Muar, **Rtn Anil Changaroth**, RC Pandan Valley

22:10: **Q&A** | *Session Moderator* **PDG Edward Sung Burongoh** 2021-23 District Constitution & Resolutions Committee Adviser

22:30 **Session Ends** | Group Photo | Fellowship

ROTARY DISTRICT 3310

DISTRICT GRANT MANAGEMENT SEMINAR 2022

32nd District Training Assembly

23 April 2022 Saturday

13:30-16:30 Zoom Virtual Platform

Purpose

The Grant Management Seminar (GMS) is the essential first step in helping a club understand global grants, develop effective and sustainable projects, and implement the financial and stewardship requirements of the memorandum of understanding (MOU) provided by The Rotary Foundation (TRF). If a club in Rotary District 3310 wants to apply for a global grant, the 2022-23 club president and the club's primary contacts of the global grant must complete the online Grant Management Seminar course in the Rotary Learning Center and obtain the completion certificates. If the club president and the club's global grant project primary contacts have already completed the GMS modules in the Rotary Learning Center in previous years, they will only need to complete the GMS recertification course.

Program

PP Dr. Shahul Hameed 2020-23 District Rotary Foundation Chair (DRFC)

13:30 Welcome Remarks

PP V. Venkatachalam 2021-23 Stewardship Subcommittee Chair

13:35 Club Qualification

PDG Jason Lim 2020-22 Zones 10B & 10C Regional Rotary Foundation Coordinator, 2022-25 Zones 10B & 10C Rotary Coordinator (RC)

13:45 Make a Sustainable Impact

14:15 Partner to Maximize Your Impact

PDG Leslie Salehuddin 2022-25 Zones 10B & 10C Regional Rotary Foundation Coordinator

14:30 Plan Your Global Grant-Funded Project

15:00 Apply for a Global Grant

PDG Virgilio 'Jun' Farcon Jr 2019-22 Zone 10A Regional Rotary Foundation Coordinator

15:15 Implement, Monitor, and Evaluate Your Project

15:45 Report Your Progress and Outcome

16:00: **Q&A** | *Session Moderator* **PDG Datuk Lee Chuen Wan** 2022-23 Zone 10C Assistant Regional Rotary Foundation Coordinator (ARRFC)

16:30 **Session Ends** | Group Photo | Fellowship

ROTARY DISTRICT 3310

DISTRICT ROTARY FOUNDATION SEMINAR 2022

32nd District Training Assembly

23 April 2022 Saturday

20:30-22:30 Zoom Virtual Platform

Purpose

The District Rotary Foundation Seminar introduces Rotarians to the various operational subcommittees of the District Rotary Foundation Committee (DRFC) and their roles and responsibilities. The keynote presentation highlights the significant role of Rotary Foundation fundraising in transforming your gifts into service projects that create a lasting impact, positively changing lives both close to home and around the world.

Program

20:30 **Welcome Remarks** District Rotary Foundation Chair (DRFC) **PP Dr. Shahul Hameed**

20:35 Introductions **PP Dr. Shahul Hameed** introduces the DRFC subcommittees

20:40 Grants Subcommittee **PP Ng Yaw Hua**

20:55 Stewardship Subcommittee **PP V. Venkatachalam**

21:05 PolioPlus Subcommittee **PP Roger Ng**

21:15 District International Service Committee (DISC) **DGND Dr. Yap Lip Kee**

KEYNOTE PRESENTATION

“Creating Lasting Impact with Your Giving to The Rotary Foundation”

21:25 **Introduction** 2022-23 Zone 10C Assistant Regional Rotary Foundation Coordinator (ARRFC) **PDG Datuk Lee Chuen Wan** introduces Keynote Speaker **PP Dr. Shahul Hameed**

21:30 **Keynote Presentation** *Creating Lasting Impact with Your Giving to The Rotary Foundation* District Rotary Foundation Chair **PP Dr. Shahul Hameed**

22:10: **Q&A** | *Session Moderator* 2022-23 District Vocational Service Chair, 2022-23 Grants Subcommittee Vice Chair **PP Dr. Senthil Doraisamy**

22:30 **Session Ends** | Group Photo | Fellowship

ROTARY DISTRICT 3310

CLUB ADMIN, ROTARY PROTOCOL & SERGEANTS-AT-ARMS SEMINAR 2022 32nd District Training Assembly

24 April 2022 Sunday

13:30-16:30 Zoom Virtual Platform

CLUB ADMINISTRATION | ROTARY PROTOCOL AND DECORUM | SERGEANTS-AT-ARMS TRAINING

The role of the club administration committee is to perform the logistical tasks that make club meetings successful. The club meeting shapes members' Rotary experience. Meetings should be fun and interactive. Clubs need active, engaged members so as to provide service to their communities and attract new members. Club administration committee chairs set goals and understand their role in helping their clubs run smoothly.

The district and all Rotary clubs organize formal functions and meetings for specific purposes. The Rotary Code of Policies requires a certain protocol to be observed to organize dignitaries, to show them love and respect of the organization. A proper observance of protocol enhances the prestige of the district and clubs organizing such events, and also brings decorum and dignity to the formal events.

The sergeant-at-arms plays a vital role in the club. An effective sergeant-at-arms allows the club president to concentrate on conducting the weekly meeting, with few interruptions. The effective sergeant-at-arms maintains order, is alert, prepares for the meeting, and works to prevent any occurrence that might detract from the dignity or prestige of the club. The sergeant-at-arms is a part of the overall success of the club.

Program

13:30 "Effective Club Administration Practices for Vibrant Clubs" **PP Jeffrey Chan**
RC Raffles City

14:00 "Rotary Protocol & Decorum" **PDG Fong Hoe Beng** RC Singapore East & **DGE Joanne Kam** Convener, 32nd Presidents-elect Training Seminar and District Training Assembly

15:00 "Club Meeting Management and the Role of the Sergeants-at-Arms" **PP Jerry Chan**
RC Singapore East

16:00: **Q&A** | *Session Moderator* **DGE Joanne Kam** Convener, 32nd Presidents-elect Training Seminar and District Training Assembly

16:30 **Session Ends** | Group Photo | Fellowship

ROTARY DISTRICT 3310

DISTRICT MEMBERSHIP SEMINAR 2022

32nd District Training Assembly

24 April 2022 Sunday

20:30-22:30 Zoom Virtual Platform

BE A VIBRANT CLUB AND GROW ROTARY MEMBERSHIP

When it comes to membership, there isn't a one-size-fits-all approach. Rotary International encourages club, district, and regional leaders to analyze their regional membership trends using membership reports and finding an approach that addresses their specific membership development challenges. Rotary's Be a Vibrant Club Leadership Plan and the RI Grow Rotary Membership Operational Plan challenge members to revitalize their clubs, build new clubs, and better engage new and established members. Take your club from good to great!

Program

20:30 **Welcome Remarks** District Membership Committee Adviser **PDG Datuk Hj. Zainie Abdul Aucasa**

KEYNOTE PRESENTATION

“Growing from Good to Great: Innovative Approaches to Vibrant Membership Development and Planting New Clubs”

20:40 **Introduction** 2022-23 Zones 10C Assistant Regional Coordinator (ARC) & 2022-23 District Trainer **PDG Michael Yee** introduces Keynote Speaker IPDG Tom Gump

20:45 **Keynote Presentation** “Growing from Good to Great: Innovative Approaches to Vibrant Membership Development and Planting New Clubs” **IPDG Tom Gump** Zone 29 Innovative Club Advocate, RC Edina/Morningside, USA, District 5950

21:30 “The State of Membership” **PP Foo Kok Hing** 2021-24 District Membership Chair

21:50 “The RI Grow Rotary Membership Operational Plan” **RIDN Chew Ghim Bok** 2023-25 Rotary International Director

22:10: **Q&A** | *Session Moderator* **PP Iskandar Bin Ahmad** 2021-22 District New Club Development Chair

22:30 **Session Ends** | Group Photo | Fellowship

ROTARY DISTRICT 3310

DISTRICT ROTARY PUBLIC IMAGE SEMINAR 2022

32nd District Training Assembly

26 April 2022 Tuesday

20:30-22:30 Zoom Virtual Platform

ROTARY'S PEOPLE OF ACTION HELP BUILD THE ROTARY BRAND

Learn to tell Rotary's story in a compelling way. Make use of marketing, media outreach, and social media to share Rotary's story and its impact with the media and their communities. Show Rotarians and Rotaractors how to use Rotary's vast online public image resources to increase brand awareness. Publicize the role of Rotary, Rotarians, and Rotaractors in polio eradication. Let us tell—and show—the world that we are People of Action.

Program

20:30 **Welcome Remarks** 2020-23 RI Training Leader and 2020-22 Zones 10B & 10C Rotary Public Image Coordinator (RPIC) **PDG Hj. Andre Suharto**

KEYNOTE PRESENTATION

“Brand Yourself Before Others Brand You”

20:35 **Introduction** 2022-23 Zone 10C Assistant Regional Public Image Coordinator (ARPIC) **PP Elsie Chua** introduces Keynote Speaker PDG Hj. Andre Suharto

20:40 **Keynote Presentation** “Brand Yourself Before Others Brand You” **PDG Hj. Andre Suharto** 2020-23 RI Training Leader and 2020-22 Zones 10B & 10C Rotary Public Image Coordinator

21:20 “Effective Rotary Public Image that Impacts the Community” **Rtn Adelina Adna Adenan** 2022-23 District Public Image Chair

21:45 “Rotary Public Image and Rotary's People of Action Campaign” **PDG Michael Yee** 2020-22 Zone 10C Assistant Regional Rotary Foundation Coordinator, 2022-23 Zone 10C Assistant Regional Coordinator, 2022-23 District Trainer, and 2021-23 District DEI Chair

22:10: **Q&A** | *Session Moderator* **PP Elsie Chua** 2022-23 Zone 10C Assistant Regional Public Image Coordinator

22:30 **Session Ends** | Group Photo | Fellowship

ROTARY DISTRICT 3310

DISTRICT SECRETARIES-ELECT TRAINING SEMINAR (SETS) 2022

32nd District Training Assembly

27 April 2022 Wednesday

20:30-22:30 Zoom Virtual Platform

SECRETARIES-ELECT TRAINING SEMINAR (SETS)

As club secretary you help your club run smoothly and effectively. You also monitor club trends to help identify strengths and areas for improvement and share this information with club and district leaders.

What you do

- Maintain membership records: Update your club membership data. Your club invoice is based on the number of members in Rotary's database for your club as of 1 July and 1 January.
- Maintain minutes of club, board, and committee meetings
- Work with incoming secretary to ensure smooth transition

How to prepare

- Take online courses for club secretary in the Rotary Learning Center
- Attend district training assembly
- Work with outgoing secretary

20:30 SECRETARIES-ELECT TRAINING SEMINAR (SETS)

Training Leader **PP Lim Chin Pin** 2022-23 Group 14 Assistant Governor

Learning Objectives

- An introduction to Rotary International District 3310 Berhad and its governing body
- Understanding the primary reasons for forming a Rotary club under the Societies Act instead of the Companies Act
- Understanding the importance of the Rotary club constitution and bylaws
- Understanding the significant role of club secretaries and how to organize club and board meetings
- Understanding the characteristics of a satellite club
- Identifying unlawful societies and key offences under the Societies Act

22:10: **Q&A** | *Session Moderator* **PP Lim Chin Pin** 2022-23 Group 14 Assistant Governor

22:30 **Session Ends** | Group Photo | Fellowship

ROTARY DISTRICT 3310

DISTRICT TREASURERS-ELECT TRAINING SEMINAR (TETS) 2022

32nd District Training Assembly

28 April 2022 Thursday

20:30-22:30 Zoom Virtual Platform

TREASURERS-ELECT TRAINING SEMINAR (TETS)

As club treasurer you play an important role in your club's ability to carry out service projects, fundraise, and support The Rotary Foundation. Club treasurers manage club funds, collect and submit dues and fees, report on the state of your club's finances, work with The Rotary Foundation, pay your club invoice to Rotary International based on the number of members in Rotary's database for your club as of 1 July and 1 January. The club treasurer's responsibilities may vary according to local laws and cultural practices.

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20:30-22:10 TREASURERS-ELECT TRAINING SEMINAR (TETS)

1. "Club Treasurer Role and Responsibilities, and Online Learning through the Rotary Learning Center" **PP Sia Chong Teang** 2022-23 District Treasurer
2. "Protecting Personal Data" **Rtn See Mee Lee** RC Singapore
3. "Sound Financial Practices" **PP Monica Lim** RC Bandar Seri Begawan
4. "Managing Club Finances" **PP Monica Lim** RC Bandar Seri Begawan
5. "Legislative Requirements on Tax and Audit": Two Sessions

Singapore & Brunei Session **Rtn See Mee Lee** RC Singapore

Malaysia Session **PP Sia Chong Teang** 2022-23 District Treasurer **PP Monica Lim** RC Bandar Seri Begawan

6. "Getting Familiarized with Accounting Documents" **PP Sia Chong Teang** 2022-23 District Treasurer

22:10: **Q&A** | Session Moderator **PP Sia Chong Teang** 2022-23 District Treasurer

22:30 **Session Ends** | Group Photo | Fellow

ROTARY DISTRICT 3310

DISTRICT POSITIVE PEACE & DEI SEMINAR 2022

32nd District Training Assembly

30 April 2022 Saturday

13:30-16:30 Zoom Virtual Platform

POSITIVE PEACE | DIVERSITY, EQUITY, AND INCLUSION | CLOSING CEREMONY

Negative peace is the absence of violence or fear of violence. Positive peace refers to the attitudes, institutions, and structures that create and sustain peaceful societies. Understanding the concept of peace from both perspectives is crucial for peacebuilders. Diversity, equity, and inclusion (DEI) refers to programs and policies that, when successful, can lead to a more equitable future for organizations and their workforces, including Rotary and its members.

Program

13:30 “Practical Issues in Implementing DEI” **RIDN Chew Ghim Bok** 2023-25 Rotary International Director and 2021-23 District DEI Adviser

14:05 **Introduction** 2020-23 RI Training Leader and 2020-22 Zones 10B & 10C Rotary Public Image Coordinator (RPIC) **PDG Hj. Andre Suharto** introduces PDG Jennifer A. Scott

14:10 “Promoting Positive Peace: Rotary’s Approach to Peacebuilding and Conflict Prevention” **PDG Jennifer A. Scott** 2024 Singapore Rotary International Convention Chair, RC Central Blue Mountains, Sydney, Australia

14:45 **Introduction** 2021-22 District Rotary Peace Fellowships Subcommittee Chair **PP Dr. Senthil Doraisamy** introduces Ms. Christina Cheng

14:50 “Pathways to Peace for Underserved Minority Communities” **Christina Cheng** 2022 Rotary Peace Fellow, Director, TOC Asia, and Singapore Director, Theory of Constraints for Education Inc

15:25 “Technology and DEI” **PDG Michael Yee** 2020-22 Zone 10C Assistant Regional Rotary Foundation Coordinator (ARRFC), 2022-23 Zone 10C Assistant Regional Coordinator (ARC), 2022-23 District Trainer, and 2021-23 District DEI Chair

16:00: **Q&A** | *Session Moderator* **PP Khushroo Dastur** 2022-23 District Community Service Chair

16:20 **32nd District Training Assembly Closing Ceremony | Closing Address** Convener, 32nd Presidents-elect Training Seminar and District Training Assembly **DGE Joanne Kam**

16:30 **Session Ends** | Group Photo | Fellowship

