

## **DAS Finance and Investment Subcommittee 2020-2021**



KAKA SINGH  
Chair



VINCENT CHEN



KEVIN KWEK



ZUBIN DARUWALLA



RICHARD YAP



ANURAG PANDEY

### **Terms of Reference of the Finance & Investment Committee**

#### **Finance Matters**

1. To review budgets initially prepared by staff, to help develop appropriate procedures for budget preparations, and on a consistency between the budget and DAS' plans;
2. To ensure regular and accurate monitoring and accountability for funds and report to the Exco on any financial irregularities and concerns;
3. To recommend financial guidelines to the Exco (such as to establish a reserve fund or to obtain a line of credit for a specified amount);
4. To work with staff to design financial reports and ensure that reports are accurate and timely;
5. To oversee short and long-term investments,
6. To advise the Chief Executive Officer and other appropriate staff on financial priorities and information systems, depending on committee member expertise.



## **Investment Matters**

To direct and monitor the investment of the assets of the charity for the sole interest of the beneficiaries. The Committee is to discharge its duties with due care, skill and diligence as a prudent investor would under natural circumstances.

The specific responsibilities of the Committee include the following functions:

7. Determine DAS' financial needs and work with the investment managers to ensure that those needs can be met by cash flows derived from operations, new donations and investments.
8. Determine DAS' risk tolerance and investment time horizon in consultation with the Exco, together with input from the investment consultant.
9. Ensure that the investment objectives, policies, and guidelines are consistent and appropriate.
10. Evaluate the performance of the investment manager on a regular basis to ensure that policy guidelines are followed
11. Develop policies and processes including KPIs relating to the hiring and termination of the investment consultant and managers.
12. Review the asset allocation on a yearly basis with the help of the investment consultant to ensure that the allocations are appropriate given a change in the investment environment and/ or needs of the organisation.
13. Report on the investment performance and financial condition of the Fund to the Exco on a half-yearly basis.