

Ren05 NPO Management Course

Name: *Ms. Norazlianah Ibrahim* (Nickname if you have: *Nora*) Country: *Brunei Darussalam*

1. Self-introduction

Your background related to NPO (Non-profit Organization) management:

I have been a member of BERSATU since 1993. I have helped to organize a number of social and charity activities of the association.

What is your image of NPO? (Please write a short):

I believe an NPO has the ability to influence the public or even the government on subject matters that it advocates. An NPO should be flexible and not be inundated by red tapes.

2. Assignment

Your Assigned Element: Strategic Planning

About your subject of investigation

Name: *BERSATU (BERSATU means "united" and it is a SSEAYP Alumni Association for Brunei Darussalam).*

Mission: *To instill national awareness among its members and to contribute to the social and economic well being of the nation.*

Size (e.g. budget, and number of employee):

- *BERSATU is run by its own members.*
- *BERSATU's budget is dependent on funds which the members raise by conducting activities such as soccer matches, bowling tournament, karaoke singing competition and so on.*

Case you researched (Please include the lessons you learned from the case):

Start from here

Case researched: *Preparations for the participation of Brunei Darussalam in SSEAYP*

The representatives of BERSATU firstly attended a meeting organized by Japan regarding the SSEAY Programme. Back in Brunei, they reported the outcome of the meeting to the executive members of BERSATU. BERSATU then set up a Secretariat Room at its headquarters to facilitate the preparation work. Three working committees were then established: (1) WC 1 to organize leadership and orientation programme for new participants; (2) WC 2 to organize homestay programme; and (3) WC 3 to organize reunion party on board the Nippon Maru. Each committee also has to prepare press releases on their activities and sent out application forms to prospective foster families.

Lesson learned:

- *Efficient organization of the work among the members;*
- *Transparency and coordination between BERSATU and the government;*
- *Early preparations of the work are important as this can ensure the smooth running of any events;*
- *There should be specific contact persons for emergency purposes; and*
- *There must be a contingency plan for every event.*