



INDIAN ASSOCIATION OF SECRETARIES AND ADMINISTRATIVE PROFESSIONALS

April '19 – June '19

BRAIN AND BRAWN

MANAGING COMMITTEE

CHAIRPERSON

UMA NANDEDKAR

020 - 26727001

VICE CHAIRPERSON

BEROZE DIVECHA

4900 6000

HON. SECRETARY

DILNAWAZ NEKOO

2672 7004

HON. TREASURER

BAKHTAWAR BATTIWALLA

6605 1238

COMMITTEE MEMBERS

GRACY D'SOUZA

66026713

MONICA D'SOUZA

9850152385

ANNABELLA SALIS

9822895157

IMM. PAST CHAIRPERSON

JASMINE JOGI

98220 88938

CHAIRPERSON'S DESK

Dear Members

Greetings !

Year 2019-20

New Year with many new challenges

Successfully completed one challenging year and hope have been to your expectations.

I took over as Chairperson in 2018 and have every time ensured to give the best. And yes Steering the Committee is not possible without a strong and dedicated team. My team has always stood with me in organizing all events / sessions for all our members.

One more year with much more challenges with a mixture of old and new Committee members. I Welcome the new Committee members onboard with the same team spirit .

We are now gearing up for Regional Administrative Professional Contest (APC) in August 2019 and 16th National Convention in October 2019.

Looking forward for large participation from Pune Chapter . We need your support to make it a Grand Success !

I Thank all the members who have contributed for this Newsletter . Do keep sharing .

Warm Regards ,
Uma





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EDITORS DESK 

I am Annabella Salis – The New Editor for our IASAP Newsletter, PuneChapter

I thank all members for giving me this opportunity to pen and share my thoughts and views and all those who have contributed articles in this newsletter. Looking forward to more sharing of knowledge, laughter and fun snippets to make future newsletters more refreshing.

We live in times of constant change, stress, turmoil, confusion, some are lost and know not where they are headed. The only ray of hope at the end of the tunnel we can find is in each of us helping and bringing up one another. Bringing back the lost and strengthen those who are weak and walk our walk together.

The wise know, “You don't have to knock anyone off their game to win yours. It doesn't build you up to tear others down.” never losing oneself yet helping each other to grow together and face challenges that come our way ☐

As Sunday Adelaja writes - “It does not matter who is in your team, what matters is who they will become because of you”

So let's enjoy the sunshine and rain, keep smiling and Be happy!!

Cheers !!!!

Annabella
9822895157



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BOSS SECRETARY DINNER

The Boss Secretary Dinner took place on 27TH April 2019 at Amanora The Fern Hotels & Club, Magarpatta Road, Pune. The Master of Ceremonies – Hyacinth, conducted the event energetically as always, entertaining the audience with her wit and humour.

Chairperson, Uma Nandedkar welcomed all the Bosses, Members and their Spouse. The Guest of Honour Dr. Aditya Gait- (MBBS-DNB-I) from ANANDA SANGHA spoke on this years theme “Supporting Leadership Responsibly” and made an impact on the audience with his speech.

It was a gala evening with games for bosses, guest and members who went home with a gift for participating and the lucky ones went home with meal vouchers from various hotels in Pune. A total grand evening along with a wide spread buffet.





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BOSS SECRETARY DINNER...mOmENTS!





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ANNUAL GENERAL MEETING

The “**ANNUAL GENERAL MEETING**” was held on 24th May 2019 at “O” Hotel, Pune and went off smoothly. It started at 7:00 pm with the Agenda being read out followed by the Minutes of the last AGM held on 3rd June 2018, Chairperson’s Report of Activities & the Hon. Treasurer’s Report.

Uma welcomed the members to the 32nd Annual General Meeting, thanked them for attending the AGM, monthly meetings and for bringing in new members.

The committee members were elected by show of hands in the presence of the Returning Officer Ms. Anubha RamGopal.



NO.	NAME	PORTFOLIO HOLDERS
1	UMA NANDEDKAR	CHAIRPERSON
2	BEROZE DIVECHA	VICE CHAIRPERSON
3	DILNAWAZ X NEKOO	HON. SECRETARY
4	BAKHTAWAR BATTIWALLA	HON. TREASURER
5	GRACY D'SOUZA	COMMITTEE MEMBER
6	MONICA D'SOUZA	COMMITTEE MEMBER
7	ANNABELLA SALIS	COMMITTEE MEMBER

CONGRATULATIONS TO THE ELECTED MEMBERS



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ANNUAL GENERAL MEETING





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INSPIRATION!!

A Moral Story - Contributed By Dilnawaz X Nekoo

Shark Bait

During a research experiment a marine biologist placed a shark into a large holding tank and then released several small bait fish into the tank. As you would expect, the shark quickly swam around the tank, attacked and ate the smaller fish. The marine biologist then inserted a strong piece of clear fiberglass into the tank, creating two separate partitions. She then put the shark on one side of the fiberglass and a new set of bait fish on the other. Again, the shark quickly attacked. This time, however, the shark slammed into the fiberglass divider and bounced off. Undeterred, the shark kept repeating this behavior every few minutes to no avail. Meanwhile, the bait fish swam around unharmed in the second partition. Eventually, about an hour into the experiment, the shark gave up.

This experiment was repeated several dozen times over the next few weeks. Each time, the shark got less aggressive and made fewer attempts to attack the bait fish, until eventually the shark got tired of hitting the fiberglass divider and simply stopped attacking altogether.

The marine biologist then removed the fiberglass divider, but the shark didn't attack. The shark was trained to believe a barrier existed between it and the bait fish, so the bait fish swam wherever they wished, free from harm.

The moral: Many of us, after experiencing setbacks and failures, emotionally give up and stop trying. Like the shark in the story, we believe that because we were unsuccessful in the past, we will always be unsuccessful. In other words, we continue to see a barrier in our heads, even when no 'real' barrier exists between where we are and where we want to go.

The Battle for Better Habits – Contributed by Jaya Lingham

Too often, we try to build new habits, achieve big goals, and otherwise “win at life” through sheer force. We fight our battles directly and attack the enemy – in this case, our bad habits – at the point where they are strongest.

For example:

We try to follow a strict diet while we are out to dinner with friends.

We try to write a book in a noisy environment.

We try to eat healthy in a house filled with sweets and sugar.

We try to do our homework with the television on.

We try to concentrate while using a smartphone filled with social media apps, games and other distractions.

And when we fall off course and fail to achieve our goals, we blame ourselves for “not wanting it badly enough” and for not having enough willpower. In many cases, however, failure is not a result of poor willpower but a result of poor strategy.



Estd. 1970
PUNE CHAPTER

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INSPIRATION!!

LAST WEEKEND Contributed by : Daisy Dsouza

INVICTUS

Out of the night that covers me,
Black as the Pit from pole to pole,
I thank whatever gods may be
For my unconquerable soul.

In the fell clutch of circumstance
I have not winced nor cried aloud.
Under the bludgeonings of chance
My head is bloody, but unbowed.

Beyond this place of wrath and tears
Looms but the Horror of the shade,
And yet the menace of the years
Finds, and shall find, me unafraid.

It matters not how strait the gate,
How charged with punishments the scroll.
I am the master of my fate:
I am the captain of my soul.

~ William Ernest Henley



THE CAPTAIN'S LOG

Last weekend I
threw out Worrying,
It was getting old
and in the way.
It kept me from
being me;
I couldn't do things
my way.

I threw out those
Inhibitions;
They were just
crowding me out.
Made room for my
New Growth,
Got rid of my old
dreams and
doubts.

Contd..

I threw out a book on MY PAST
(didn't have time to read it anyway)
Replaced it with New Goals,
Started reading it today.
Bought in some new books too,
Called I CAN, I WILL and I MUST
Threw out I might, I think and I ought
WOW, You should've seen the dust.

I ran across an OLD FRIEND,
Haven't seen him in a while.
I believe his name is GOD,
Yes, I really like His style.
He helped me to do some cleaning
and added some things Himself.
Like PRAYER, HOPE and FAITH,
Yes I placed them right on the shelf.

Contd...

I picked up this special thing
And placed it at the front door.
I FOUND IT – its called PEACE.
Nothing gets me down anymore.

Yes, I've got my house looking nice.
Looks good around the place,
For things like Worry and Trouble
There just isn't any place.

Its good to do a little house cleaning,
Get rid of the old things on the shelf.
It sure makes things brighter;
Maybe you should TRY IT YOURSELF.

-ANONYMOUS

Masala chai

INGREDIENTS

- 2 tsp tea powder
- 2 cardamoms
- 4 black pepper
- 2 cloves
- 1 inch ginger
- 1 half cup milk
- half cup water
- 2 tsp sugar

INSTRUCTIONS

- firstly, in a small pan, take half cup of water and add cardamom, cloves, ginger, black pepper and boil for 2-3 min
- furthermore, bring it to boil and lower the flame. simmer it for 1-2 minutes until you get the nice aroma.
- also add tea leaves or tea powder and simmer for 3-4 minutes.
- now add milk, sugar.
- bring it to boil and brew for 2 minutes.
- furthermore, switch of the flame and filter out the tea powder and spices with a fine mesh sieve.
- finally, serve the masala chai with biscuits or with any breakfast recipes.



Onion Pakoda ☺

INGREDIENTS

- 2 onions, thinly sliced
- 1 inch ginger, finely chopped
- 2 green chilli, finely chopped
- few curry leaves, chopped
- 2tbsp coriander leaves, finely chopped
- ¼ tsp turmeric / haldi
- ½ tsp kashmiri red chilli powder / lal mirch powder
- pinch of hing / asafoetida
- ¼ tsp ajwain / caraway seeds
- 1 cup besan / gram flour
- 2 tbsp rice flour
- ½ tsp salt

oil for deep frying

INSTRUCTIONS

- firstly, in a large mixing bowl take 2 thinly sliced onions.
- also add 1 inch ginger, 2 green chilli, few curry leaves, 2 tbsp coriander leaves, ¼ tsp turmeric, ½ tsp chilli powder, ¼ tsp ajwain and pinch of hing.
- additionally, add 1 cup besan, 2 tbsp rice flour and ½ tsp salt.
- combine well making sure to squeeze onions well.
- without adding any water squeeze out the onions till the moisture is released.
- combine till dough is formed. if onions do not release water, then sprinkle few drops of water.
- take a ball sized pakoda dough and drop in hot oil. do not over crowd the oil as it wont get crispy.
- fry on medium flame till the pakoda turns crispy and golden brown.
- finally, drain over kitchen paper and serve onion pakoda with tomato sauce and chai.



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BIRTHDAY WISHES!!



JULY BIRTHDAYS

Geeta	Rao	8th July
Chaya	Hublikar	3rd July
Elizabeth	Daniel	19th July
Sandra	Rebello	16th July
Cynthia	Sangale	31st July
Gracy	D'souza	9th July
Shanta	Mohan	15th July
Anita	Martyres	22nd July
Muriel	Christy	4th July
Elizabeth	Fernandes	8th July
Supriya	Panchal	3rd July
Pushpa	Gonal	31st July
Meena	Kapoor	3rd July
Monica	Mangal	15th July
Zeeba	Irani	8th July
Santoshi	Bist	24th July
Hetal	Negandhi	11th July

AUGUST BIRTHDAYS

Maria	Sequeira	9th Aug
Helen	Netto	18th Aug
Marie	Menezes	8th Aug
Joanet	Lobo	2nd Aug
Kamla	Ramanathan	24th Aug
Sita	Muralidharan	6th Aug
Saroj	Paranjape	20th Aug
Varsha	Deshpande	13th Aug
Swapna	Shetty	6th Aug
Preety	Vaz	24th Aug
Anita	Nair	3rd Aug
Nirmala	Rawat	13th Aug
Juhi	Sadhwani	15th Aug
Swapna	Amin	9th Aug
Tesie	Mony	16th Aug
Rakhee	Yadav	15th Aug

SEPTEMBER BIRTHDAYS

Shirley	George	2nd Sep
Surekha	Deshpande	22nd Sep
Nawaz	Vijaykumar	28th Sep
Motimary	Kauns	10th Sep
Bella	Lemos	21st Sep
Shernaz	Kutar	2nd Sep
Aparna	Deshpande	7th Sep
Geeta	Sadhwani	1st Sep
Padmaja	Avachat	21st Sep
Ratika	Khenat	6th Sep
Vrishali	Dalvi	11th Sep
Preeta	Venugopal	9th Sep
Ratika	Khenat	6th Sep
Ashwini	Agnihotri	25th Sep





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!!LET'S STAY CONNECTED!!



LOOKING FORWARD TO SEE YOU IN LARGE NUMBERS FOR OUR PUNE APC FINALE AND 16TH NATIONAL CONVENTION



You can share your writeups and snippets by mailing me @- annabellasis@gmail.com

Our very own website - www.iasapindia.com

Stay updated by looking at the 'IASAP Pune Chapter' Facebook page & LinkedIn

