



Indian Association of Secretaries and Administrative Professionals

Affiliated to : Association of Secretaries & Administrative Professionals in Asia-Pacific • International Association of Administrative Professionals U.S.A.

15th June 2011

President Emeritus

Homai H. Mehta
Sir J.J. College of Commerce
Tel. : 2201 6697 / 2201 6698
jjcc@mtnl.net.in

Dear Member,

As we move into the month of July and having completed a few sessions on “**Learning**” “**Growth**” and “**Training**” - for this month we have something different and interesting to share with you.

Imm Past President

Pansy Reilly
PIEM Hotels Ltd.
Vivanta By Taj President
Tel. : 6665 0366(D) 6665 0808
Fax : 6665 0359
pansy.reilly@tajhotels.com

We have invited **Mr. Sanju Fernandes** – Managing Director of Talent Management Inc. to speak to us on “**CREDIT CARD FRAUD – HOW DO I PROTECT MYSELF**”.

Sanju brings to the table 23+ years of managerial experience at various multinationals like Dinners Club, ANZ Grindlays Bank and HSBC. Having spent most of his Corporate life managing retail bank products, Sanju masters the operation of Credit Cards and hence will provide us valuable insights on how we can protect ourselves from Credit Card Frauds keeping in mind that credit cards are increasingly replacing cash in our society. So ladies we hope to see a “full House”

GOVERNING COUNCIL

President

Jeroo R. Irani
Central Bank of India
Tel. : 6638 7667
Fax : 2202 8602
jerooirani2@gmail.com

Details of the event are as under:

Date : Friday 8th July, 2011

Timing : 6.15 p.m.

Venue : Holy Name School Hall, Ground Floor,
5 Convent Street, Adjoining Holy Name Cathedral
Regal Theatre Lane
Mumbai 400 001

Charges : **Members: Rs 100/- per head**
Guests : Rs.130/- per head

Vice President

Wilma D'Costa
Tata Sons Ltd.
Tel. : 6665 7646
Fax : 6665 8017
wgdcosta@tata.com

Do send in your response slips early along with your payment, to any one of the following members:

Hon. Secretary

Gracy Lee
Writer Corporation
Tel. : 6610 6880
Fax : 2372 6037
gracy@writercorporation.com

Ms. Yvonne Alphonso : **FRANCO-INDIAN PHARMA. PVT. LTD.,**
20, Dr. E. Moses Road, Mumbai 400 011.
Tel.: 24934026 / 27 Cell: 9819831233
Email:yalphonso@francoindian.com, yvonne.alphonso@gmail.com

Hon. Treasurer

Janice Braganza
The Indian Hotels Company Ltd
Tel. : 6665 1317(D) / 6665 3309
Fax : 2202 5095
janice.braganza@tajhotels.com

Ms. Rukhshana Kerawalla : **TATA SERVICES LTD.,** Dept . of Economics and Statistics,
24, Homi Mody Street, Mumbai 400 001.
Tel : 6665 7691 Email: krukshana@gmail.com

G.C. Members

Katy Dhondy
Broadcast Worldwide Ltd
Tel. : 6631 7377
Fax : 6631 7377
ketayund@hotmail.com

Yours Sincerely,

Gracy Lee
Hon. Secretary

Yvonne Alphonso
Franco-Indian Pharmaceuticals Ltd.
Tel. : 2493 4026 / 27
Fax : 2492 5124
yalphonso@francoindian.com
Yvonne.alphonso@gmail.com

Response Slip :

I, Ms. _____ of _____ will
attend the Meeting on Friday, 8th July 2011. Enclosed is **Rs. 100/-** for myself and Rs. _____
for my Guest/s, _____ [Veg. / Non-Veg.] My Telephone No. is _____

Felicia Fernandes
McKinsey & Company
Tel. : 6630 2255
Fax : 6630 2411
felicia_fernandes@mckinsey.com