

MANAGING COMMITTEE

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IMM. PAST CHAIRPERSON
UMA NANDEKAR
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FROM THE CHAIRPERSON'S DESK....



My Dear Members,

As we all are coming to the end of 2021 & going to usher in the New Year 2022, I wish all my dear Friends a very Happy, Joyous & memorable 12 months ahead!

Amidst a challenging & ever-changing environment in the year 2021, little did we know what awaited us when we merrily crossed from 2019 to 2020, who would have thought that life would never be the same again as COVID descended upon all humanity. A year later, weary with loss and fear, but still holding on to faith & hope we entered 2021. We all pray to the Almighty God that everything goes well & the life is back to normal in the New Year 2022.

One doesn't have to stop leading a fun & charmed life, one just have to lead it more mindfully, with this by God's grace if everything goes back to normal, we shall all meet in person very soon for our monthly sessions. It is time to hit the pause button and reset.

Once again wishing all my lovely members & their families A Very Happy & Prosperous NEW YEAR 2022. God Bless...Stay Safe !!!!

Luv,
Beroze
Chairperson

FROM THE EDITOR'S DESK....



My Dear IASAPian Friends,

As we approach the year end, we are grateful for the year gone by and welcome New Year with lot of hopes. New Year is the time of the year which brings the bout of energy and motivation again to create and achieve goals.

"I want to stay fit and healthy"

"I want to be financially independent"

"I want to learn singing & play guitar"

"I want to read books, visit places, spend quality time with family and friends"..... sounds familiar.

Unexpected circumstances arise, deadlines creep up, and we gradually drift off from path of achieving goals and before you know it, we are stuck amidst managing various responsibilities and the uncertainties that come with it.

How does one keep the mind focused on the goal? It is indeed a very challenging. Goals can only be achieved when we consistently take actions which move us towards our target.

Here are few things you can do to stay laser focused on your goals:

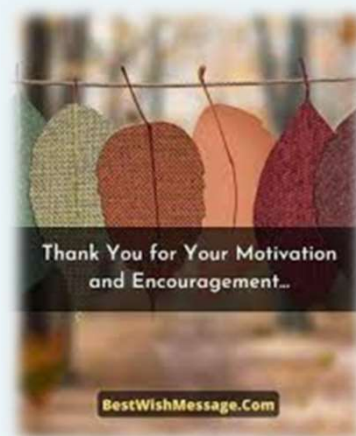
- Cut out distractions.
- Review your Goals every single day.
- Use Visual Aids to remind you of your goals: Prepare a Vision Board and keep it at a prominent place.
- Visualize your Goals twice a day: Visualization triggers the creative forces of your mind to help you achieve your goal.
- Find the "Why" or Purpose behind each goal: The "purpose" behind achieving each goal needs to be strong. When you have a strong purpose, it will help you cut through all noise and distractions because the goal is important to you.

Hope you stay focused on your goals and hence achieve them faster.

Wishing all *A Happy Christmas and a great New Year 2022.*

Happy reading the Newsletter, as always grateful for your inputs and feedback.

Kind regards,
Assunta



October 2021

In Sanskrit “Ikshana” means Foresightedness.

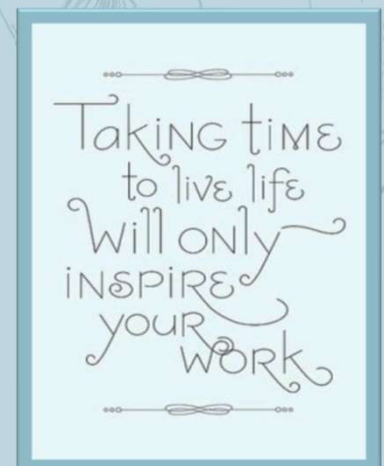
Ms. Hyma Jain Co-Founder of Ikshana was invited on 30th October 2021, to take us through “Work, Life and Mental Balance”. Taking us through this journey of how we always give more of ourselves and feel depleted at the end of the day. The definition of what balance means to each of us is different, but there are some universal truths. For instance, each of us needs a healthy work and life balance to be truly healthy and happy.

Hyma shared excellent pointers for work life balance by keeping some never to compromise non-negotiable like personal odd & ends, on how we must always keep time aside to declutter, stick to same schedule to bring in order, follow a productivity tool that will work for an individual. There was lot of stress on Mindfulness which brings sanity into our fast-paced life. Some of the mindfulness techniques shared were paying attention /focus, living in the moment, accepting yourself and loving yourself and specifically to focus on breathing. She gave examples of how skin improves, and mental ability increases when we practice mindfulness. Being self aware is the mantra to control our emotions. Breathing is the *Brahmastra* according to Hyma. When we follow slow deep breathing, it increases our productivity, improves our morale, reduces stress, adds more value and balance to our lives and improved relationship. Key work is to balance. We must learn to celebrate our success and not to dwell too much on failures. There were brilliant sharing by some of our members too about benefits of Yoga, meditation, self love, exercise, running and living in the moment.



As Paul Boese quotes "Most of us come into this world headfirst and go out feet first, in between it is all a matter of balance."

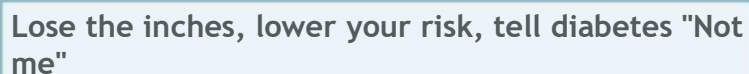
Stay Happy, Healthy and blessed.





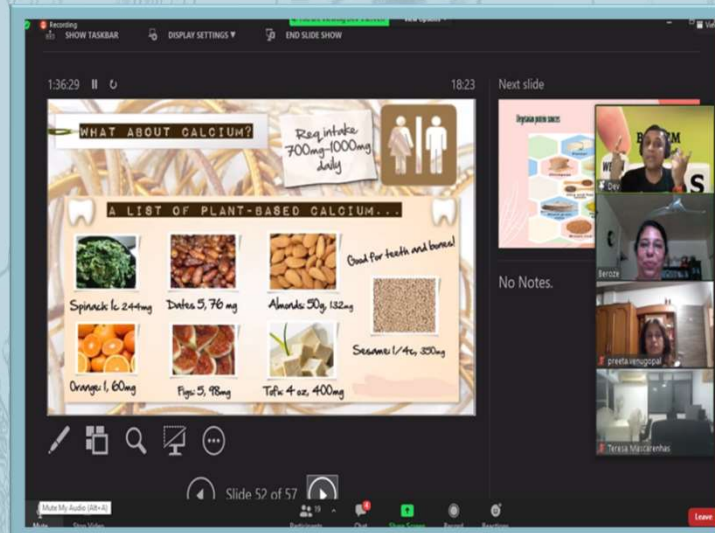
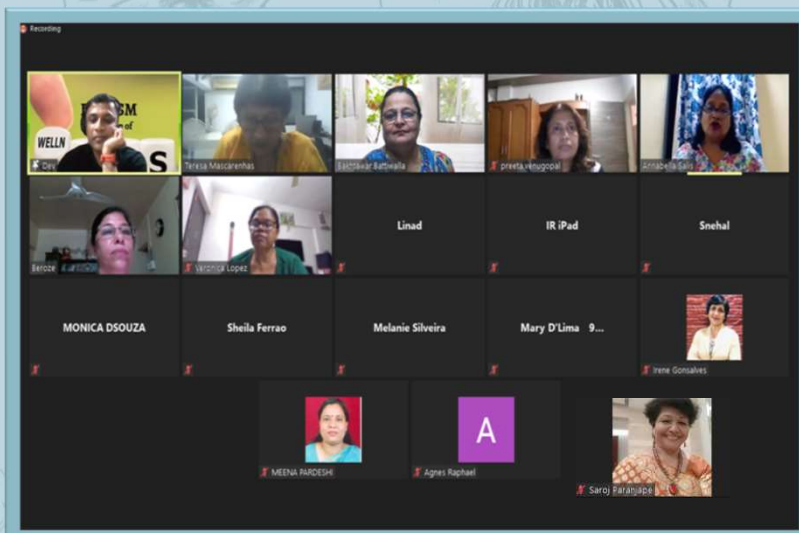
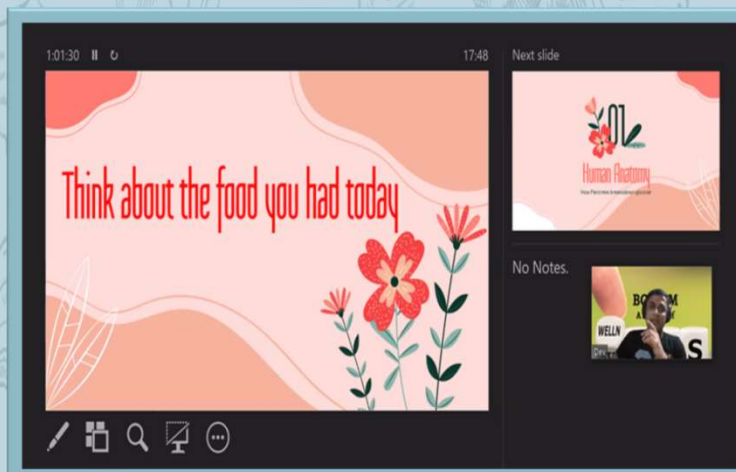
October
to
December
2021

NOVEMBER 2021



The month of November is observed as National Diabetes awareness month. A time to ring the alarm on diabetes, it's a time to get educated, find resources and make sure all around us are aware of it. This year's focus is on pre-diabetes and preventing diabetes.

On 21st November 2021, our speaker for the month, Mr. Devbrath Guha, took us through **"Practical approach to healthy living"** wherein we gained insights to tell diabetes "Not Me". Mr. Devbrath is internationally certified wellness coach, certified nutritionist and a certified master trainer for exercise science who believes that there is so much more to pursuing overall health than just being physically fit.



DECEMBER 2021

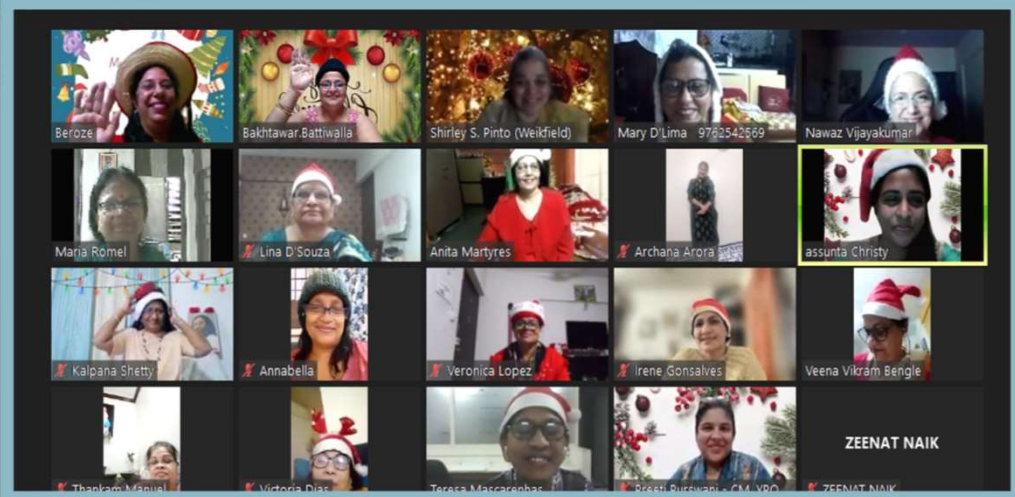
No situation can stop us from celebrating the lovely time of the year.....because we are **unstoppable**. On 11th December 2021 members joined for a fun filled virtual Christmas Party to ensure it's a perfect way to stay connected while apart. Decision was made for online party out of deep concern for the members health and well being.

And we ladies had a gala time playing fun games and answering quiz and winning prizes. As said by John Cleese "The most creative people have this childlike facility to play". The enthusiasm was contagious and the pictures speaks it all.

Christmas without carols is like life without colours. Our beautiful ladies sang melodious carols and set the mood for Christmas..... *Joy to the world.....Jingle bells..... The Christmas Song.....and many more....*

For each one of you, At Christmas time, A wish for happiness, warmth and love.

Cheers to a New Year. In 2022 let's start making our dream come true!

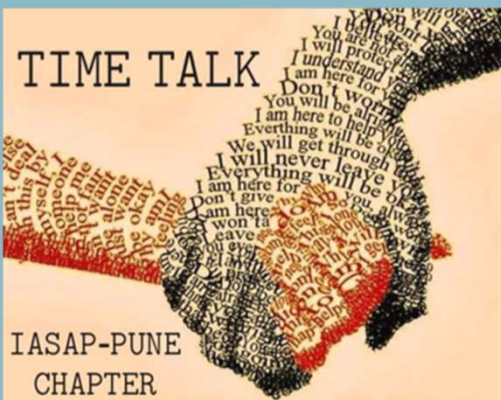


Virtual Session arranged by other IASAP Chapters

- On 23rd October 2021, Mumbai Headquarters arranged a session “Communicate to Win” with well known trainer and motivator Dinakar. Members gained knowledge on Skill Set to communicate with open mind even under stress. Art of communication that helps you succeed, Articulation of thought Story telling and its importance and active listening.



TIME TALK



IASAP - Pune's first INFORMAL Interactive Group “TIME TALK”- Totally Innovative Motivating Exchanges. This group is exclusively for all IASAP PUNE members on WhatsApp. This group is an official group of IASAP, incorporated to allow members to chat, greet, post general jokes, messages, news or information worth improving our profession. Ladies, do enjoy the forum, share your innovative thoughts and stay connected..

BEST PRACTICES CONTEST (BPC)



The Objective of BEST PRACTICES CONTEST (BPC) is to focus on help/initiatives extended to needy women or the girl child for their betterment/empowerment. This initiative not only keeps us in line with contemporary initiatives, but it also aligns with the vision, mission and aims of IASAP India and the ASA. This is also a new challenge for us to renew our initiatives, perspectives and approach towards social service at IASAP - Pune Chapter.



KNOW YOUR MEMBER - Mrs. Shirley S Pinto

Q1. Which is the best job you ever had?

Ans. I feel everything has the scope to get better over a period of time, only because of one's dedicated passion and commitment. It needs "out of the box" thinking with a little bit of wild imagination and creativity. The best for me is yet to come.

Q2. If you were to describe yourself in 3 words.

Ans. Loyal, Punctual, Diligent

Q3. Happiest / Unforgettable moment in your life.

Ans. Many of my loved ones reach out to me - in good times or bad and would also be thinking of contacting me. It so happens that I reach out to them first and they wonder how. Call it intuition, clairvoyance or whatever - these are the magic moments that defy normal grasp of understanding. The ensuing joys gained is unfathomable - the smile on their face, a tension or worry relieved, etc. There are many such happy moments that I would cherish down memory lane forever and I do look forward to many more in my living years to come.



Q4. Where do you find inspiration?

Ans. I find inspiration in nature: "Water"- adaptable to all circumstances, even under exacting pressure; "Ants & Bees"- Organisational hierarchy and team spirit, etc. Having said that, this world is a big school and everyone here is a teacher. Only the discerning can seek, learn and implement knowledge thus gained, all through their life. In sum, external factors can only motivate you, but YOU have to seek and sometimes be your own inspiration.

Q5. What are the three "never" of your life?

- Never wait for the right moment. Seize the opportunity and make it right.
- Never trust anyone blindly - even if it is your own. You are/will always be responsible for all your actions.
- Never let negativity in any form enter your life and drain you of your energy or deviate you from your path.

Q6. What do you think about IASAP?

Ans. For long, secretarial and administrative profiles have been taken for granted - never appreciated and many times "a thankless job". But we continue to do what we are good at, expecting nothing in return. I must appreciate the thought and the brain-behind for bringing "IASAP" into existence, way back in 1986. An excellent platform for members working in the same profile but spread across various industries or sectors. The general job profile is almost similar but tends to take on the characteristics exclusive to that particular company.

Change is imminent as the Covid pandemic as shown. "Work from Home" and "Tech-savvy" were the new terms in the Corporate world. Getting the skills hands-on and managing - work & home was not an easy task. Yet we have taken it all in our stride and come out victorious. In this respect, I am sure that this Forum has excellent scope in terms of bringing out the latent talents - either through the members directly or through their contacts as professional experts. In sum: I would call IASAP, a garden for each one of us blooming with our distinctive colour and fragrance, amalgamating into a beautiful Bouquet.

TRAVEL DIARIES

A Holiday to remember- Leh (17th to 29th July 2021)

A holiday is most looked forward event of the year for anyone and more so in times of pandemic where human interaction has almost come to a standstill. A beautiful plan finally culminated into 12-day trip to Leh with beautiful bunch of ex colleague turned friends for life.

The day of arrival is reserved for acclimatization as it takes time to adjust. Having Kahwa on arrival was very refreshing. We went for local sightseeing to some monasteries like Hemis Monastery, Shey Palace, Shanti Stupa etc. We also visited famous Susu wall of 3 Idiots fame - Lamdon School and saw Kalimata Mandir. We visited Lamyuru Moonland, where moonscapes are formed everywhere, you find crates and saw Lamyuru monasteries where huge idol of Buddha and lots of offering in the form of water, chips, fruit juices etc. are found.

Chatted with a monk - their simplicity shines through their simple talk. Visited Shiv Buddha where Buddha looks like Shiv Idol and chanting was going on. Though you don't understand much of chanting it feels very peaceful. We passed Khardungla which is highest motorable passes at 17582 ft which was super cold.

Also clicked pictures at Drass which is the second coldest inhabited place on earth. Not to miss are the Panyong Lake, with its different hues it was a visual delight. What colours and good nature can do to humans is worth pondering over! Next was Turtuk which had population of 2000 and stayed at Homestay which served us delicious food and enjoyed lovely music played by owner's son. I was awed by someone from Turtuk having a youtube channel, whereas city-bred complain of facilities.

Visiting War Memorial was very emotional. Seeing the youngsters preparing for Kargil Diwas on 26th July undergoing caning for one wrong step was hurting my back. Visited Hall of Fame operated by Indian Army. They stored lot of weapons used by our soldiers, their gallantry awards, Opponent soldiers diaries, emotional letters by some young soldiers who lost their life. It fills your heart with huge respect for someone who chose to take this brave call to serve nation. We visited local Chief, descendants of Yakbo who inspired locals to join army, coordinated with Army during surgical strike and generally gave strength to locals to send their kids to fight for our motherland. He urged us to write and share about Turtuk on social media to create awareness.

On our drive back to Leh we visited Pattharsaheb Gurudwara where we were warmly welcomed and enjoyed singing of hymns. River Rafting on Zanskar and Indus river was a beautiful enjoyable experience plus shopping. We also visit Sonam Wangchuk's school of innovation in Leh.

A trip to cherish for life.....





TRAVEL DIARIES

**The most unforgettable, mermerising, and epic holiday Leh Ladhak (UT)
(15th to 21st August 2021)**

In the lap of extreme thrill and beautiful landscapes, set amidst the epic Himalayas, Ladakh is a rustic and heavenly beautiful destination. The rugged valleys and various shades of Desert Mountains. The winding roads with vibrant culture, monasteries and stupas. The snow-capped mountains. The snow had just started melting and flowing down in the form of waterfalls and crystal-clear streams. An exceedingly tough unpredictable treacherous terrain. Not just protected and guarded but very well maintained by our 'INDIAN ARMED FORCES' A place where space is infinite, and time is timeless. An endless place where you can keep on Going and never to stop.

It was a last-minute plan and our Chairperson Beroze Divecha joined me on the tour. As the flight was nearing Leh, the aerial landscape view was mesmerizing - the glorious Ladakh - Zaskar ranges stretched miles & miles stretching across the horizon.

Day 1 is usually day of acclimatization to high altitude and freezing cold. We visited Shanti Stupa, The Gurudwara Pathar Sahib, Basgo Monastery - is a Buddhist monastery. Leh Palace also known as Lachen Palkar Palace is a former royal palace overlooking the town of Leh, Ladakh was constructed in circa 1600 by Sengge Namgyal. The Magnetic Hill - With the barren countryside and thin isolated roads for as far as the eyes could see. Notice the yellow signboard which reads "The Phenomenon That Defies Gravity". The drive, the Himalayas, the ranges, can never be completely captured, either in words or by a lens. The Khardungla Pass at 19000ft, it is the highest motorable pass in the world, after an uneven, bumpy, rocky, jolting ride. Next was the green/brown/grey Nurba Valley with Nubra river meandering between silted diamond shaped sedimentary deposits. Turtuk is incredibly hard to get to. The small hamlet sits at the far end of Ladakh's Nubra Valley in far northern India, hemmed in by the Shyok River and the high peaks of the Karakoram mountain range. Proceeding to Nubra-Shyok-Pangong. This journey to Pangong was the most beautiful of all. I wondered whether I was really on earth. Soon we were at Pangong lake. At an altitude of 14000ft, the blue lake needs no introduction. Warm and inviting, glittering in multiple shades of blue in the sunlight. Cold and chilly, with various shades of blue and grey in the absence of sunlight. From Pangong we headed back to Leh via ChangLa pass. The journey to ChangLa was different from other travels in Leh so far. The Ladakh ranges here were covered almost entirely in snow. On our way visited Secmol School (conceptualised by Sonam Wangchuk) is a school based on the concept of conservation of energy. (The 3 Idiots movie school). Due to Pandemic school was closed but we could click some pictures at the Iconic Wall of the school (specially designed for the movie). We visited the Hall of Fame on our way to Leh Airport which is not to be missed. It is a museum and a tribute to the Indian armed forces and a record of the battles fought, lives lost, hardships faced and exemplary service provided to the country. It is a must visit for all those who venture to Leh. Lot of Vegetable Plantation was done at our Home stay, loved to have fresh juicy Apricots and green apples..just plucked from trees and had it.

On our last day, appetite whetted, we bid a sad farewell to the most beautiful place in India (rather on earth!) that we have ever seen, with a promise to return some day. The magic of Leh will beckon you year after year and leave you still wanting more. *"(Yeh dil Mange More)"*.



“A reader lives a thousand lives before he dies, said Jojen. The man who never reads lives only one.”
— George R.R. Martin,

With bustling careers, social lives, and other responsibilities, it can feel challenging to make time for reading and stick to it. However, it's important to do so because of all the benefits it brings.



Reading has proven to strengthen your brain, build your vocabulary, reduces stress and increases your ability to empathize with others. On top of that, it helps you see the world through different perspectives so you can perhaps understand it better. Unfortunately, many people complain they don't have enough time in their day-to-day lives to read. But you have to remember that some of the busiest people, such as Warren Buffett and Oprah Winfrey, make time to read every day even with everything they have going on.

If you want to read more on a busy schedule, here are some tips to help you get started.

Add It to Your Routine: It's easy to forget about a new goal you set if you don't manually add it to your schedule. Your brain isn't used to performing a new habit every day, so you need to train it first. If you want to get serious about reading, then add it to your routine. Start with a shorter time and work your way up each week.

Always Carry a Book with You: Whether you notice it or not, there are several tiny slots in the day when you have free time. You can use this to take a book out of your bag and start reading. Even if you only get a page in, it's more than you read before. Pay attention to the spots where you find yourself browsing your phone aimlessly and use those as new reading areas. You'll reduce your screen time and finally give your eyes a much-needed break.

Join a Book Club : It's much easier to stick to something when you have people around you doing the same thing. Encouragement in a group goes a long way and can be the motivation you need to stick to reading daily, which is why you should join a book club. Book clubs are wonderful because they make reading an interactive experience. This adds depth to your reading experience and makes it fun for everyone involved.

Consider Audiobooks: Perhaps you spend a lot of time in the car or on the train while commuting to and from work. Or, maybe you have little ones at home and it's difficult to hold a book for more than a few seconds. Whatever the case may be, you can listen to audiobooks to help you stay focused. As long as you actively listen, you're still immersing yourself in the experience and reaping the benefits.

Choose Reading Material You Love: You deserve to read what you enjoy. It's as simple as that. Think about what genres you enjoy and go from there. If you need ideas, search bestsellers lists, prize winners, and reviews to gauge what's worth your time and what isn't. Visit your local library or bookstore to scour endless titles and see what catches your eye.

Your Turn: It'll feel difficult at first to make reading part of your daily habit, especially if you aren't used to it already. But with patience and consistency, you'll remember that you love to read and forget about all the reasons you made excuses not to.

How will you fit more reading time into your daily schedule?

Indian Association Of Secretaries And Administrative Professionals Brain And Brawn

October
to
December
2021



Kalpana Shetty	1/Jan
Nilima Deshpande	4/Jan
Jaya Lingham	11/Jan
Navaz Kiaz	11/Jan
Jeroo Taraporewala	13/Jan
Clara Jagallo	18/Jan
Manjusha Pillai	18/Jan
Hemlata Aravandekar	19/Jan
Sandra Tehrani	20/Jan
Saroj Sarkale	20/Jan
Shubhangi Patole	21/Jan
Katy Gurjal	23/Jan
Prema Karkj	23/Jan
Radha Nair	23/Jan
Molly D'souza	25/Jan

Binita Dedhia	4/Feb
Thamkam Nair	6/Feb
Maria Romel	19/Feb
Melany Carvalho	20/Feb
Shweta Naik	23/Feb
Swarnalatha Soans	25/Feb
Annabella Salis	26/Feb
Madhuri Solomon	29/Feb



Agnes Raphael	1/Mar
Vidya Israni	1/Mar
Mahrookh Mehta	1/Mar
Prapti Deshpande	1/Mar
Mithoo Wadia	3/Mar
Marina Samuel	3/Mar
Uma Nandedkar	4/Mar
Sarita Virmani	5/Mar
Rhea Shaikh	5/Mar
Bakhtawar Battiwala	6/Mar
Joanna Fernandes	7/Mar
Anita Dixit	8/Mar
Armaity Boocha	10/Mar
Ekta (Renu) Gurnani	17/Mar
Victoria Dias	22/Mar
Pushpa Desai	23/Mar
Zohra Poonawala	24/Mar
Merlyn Woolger	24/Mar
Beatrice Menezes	27/Mar
Surekha Choudhary	29/Mar



Indian Association Of Secretaries And Administrative Professionals Brain And Brawn

October
to
December
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Advise from Maria Sabina,
Mexican Curandera (medicine woman) and poet



*"Cure yourself, with the light of the sun and the rays of the moon.
With the sound of the river and the waterfall.
With the swaying of the sea and the fluttering of birds.*

*Heal yourself, with the mint and mint leaves,
with neem and eucalyptus.
Sweeten yourself with lavender, rosemary, and chamomile.
Hug yourself with the cocoa bean and a touch of cinnamon.
Put love in tea instead of sugar and take it looking at the stars.*

*Heal yourself, with the kisses that the wind gives you and the hugs of the rain.
Get strong with bare feet on the ground and with everything that is born from it.
Get smarter every day by listening to your intuition, looking at the world with the eye of your forehead.
Jump, dance, sing, so that you live happier.*

Heal yourself, with beautiful love, and always remember ...you are the medicine. "



How Reliance Became World's Largest Exporter Of Mangoes?



This is the story of Reliance and mangoes. Pretty sure you know the company Reliance. What crosses your head when you think of this company? Telecom, Petroleum, right?

Before we tell you what it has to do with mangoes, let's quickly go back to 1997. One of the biggest weaknesses of Reliance at that time was the huge amount of pollution it was causing. So after seeing this as a threat from the Pollution Control Boards, Reliance began to convert the wastelands of Jamnagar into a mango orchard near the refineries as a way to control pollution.

Fast forward to 2018, that orchard, now known as 'Dhirubhai Ambani Lakhbag Amrayee' is Asia's best mango orchard with more than 1.3 lakh plants of over 200 species. Within last 6-7 years there has been a total transformation of the barren waste land into lush green countryside.

Initially there was a lot of scepticism about success of mango at Jamnagar owing to high velocity winds, salinity in water and soil. However, with adoption of appropriate technology mango has become a success story. One cannot find such a large scale scientifically managed successful mango plantation anywhere in this part of the world.

The mangoes produced in that orchard are of excellent quality and are widely exported at a global level. Reliance grows 127 varieties of mango in a 600-acre green belt at its Jamnagar refinery complex, looks to beat Israel and Brazil in productivity.

Now you know why they say, "Convert your weakness into strength".

Interesting read shared by Kanta Ahuja

REMEMBRANCE



ERNIE D. SETHNA

02.12.1941 to 22.12.2021

Love is eternal,
We will always miss you
Dear Ernie.

*Though you have been merged with the Creator,
Memories will forever remain etched in our minds.
Remembrances of deep reverence, to you dear Ernie.*

*Ernie was one of the founder members of NIPS (now IASAP)
She was instrumental & was on the committee during the
inception of NIPS.
She has not only taken great initiative during the formative
years of our Association, in Pune, but continued as an active
member until date.*

*We, the members of IASAP, express our deep condolences
and gratitude to Late Ernie for her invaluable & significant
contributions and encouragement to not only IASAP
members but to Poona Blind Men's Association, Artificial
Limb Centre & many other Associations & NGO's.*

*Leaving a legacy of altruistic service and dedication.
Ernie, is survived by her sister & nephews.*

*We pray that GOD bless her departed noble soul with peace
and give her family & friends enough strength to bear this
irreparable loss.*

May her soul rest in eternal peace.

Penned by Jasmine Jogi

