



25th March 2009

Our Reference: NEC/C5367/2009

Singapore Business Federation
10, Hoe Chiang Road,
#22-01, Keppel Towers
Singapore 089135

Attn: **Ms Juliana Giam**
Deputy Director (ASEAN)
Global Business Division

Dear Ms Giam,

RE: Letter of Commendation – Ms Paulna Tan

Kindly accept our deepest appreciation for Ms Paulna Tan, who is a Executive, ASEAN, Global Business Division, in your reputed organization.

In February 2009, at the 2008 ASEAN Business & Investment Summit, we were announced as the Winner of Most Admired ASEAN Enterprise for Employment in the SME category, which was part of the ASEAN Business Awards 2008.

Our journey for this award started in August 2008 when we submitted our nomination documents and since then, Paulna, had been very helpful in assisting us with our request and our liaison with the Award Secretariat in Bangkok.

For example, when we were required to book our seats for the Gala Dinner and our request to book 14 seats was turned down by the Award's committee with an advise that we are only able to book 2 seats, she wrote to the Award's committee following our appeal to supplement our request and eventually, the Awards Committee allocated 7 seats to us.

In addition, while our Business Development Manager, Joel, was called up for Reservist Duty which conflicted with the Gala Dinner, she assisted by speaking to the Camp Officer to facilitate his earlier out-processing from the training a day before the event, so that he can be with us during the Awards.

Ms Paulna Tan has personified the qualities of an excellent professional in her line of responsibility and showed her passion, dedication and commitment by going further than her call of duty, to ensure that as the local gateway for the Awards, your esteem organization was able to assist the participants of these awards to the best level possible.

I will like to congratulate and commend her contributions and highlight her excellent performance to you and the rest of your team. I trust that with such individuals representing you, you will be able to deliver on your focus of being a bridge between the government and the businesses in Singapore to create and enhance a conducive business environment.

Yours sincerely

V S KUMAR
MANAGING DIRECTOR