



Rotary International

South Pacific and Philippines Office

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Mail: Rotary International South Pacific & Philippines Office PO Box 1415 Parramatta NSW 2124 Australia	Street Address: Rotary Centre Level 2, 60 Phillip Street, Parramatta NSW 2150 Australia Tel: +61 2 8894 9800 Fax: +61 2 8894 9899 Email: risppo@rotary.org Office Hours: 8.30 am to 5pm, Monday to Friday Except Australian & NSW Public Holidays	Rotary International Headquarters One Rotary Center 1560 Sherman Avenue Evanston, IL, 60201-3698, USA
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REGIONAL HEAD	Frank Pezzimenti	Frank.Pezzimenti@rotary.org	Ph: +61 2 8894 9811
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ADMINISTRATION

Administration Coordinator	Lalitha Warren	Lalitha.Warren@rotary.org	Ph: +61 2 8894 9810
Admin Support / Reception		Risppo@rotary.org	Ph: +61 2 8894 9800

- o Administration assist with all enquiries about Rotary International & The Rotary Foundation literature, videos and CDs

CLUB & DISTRICT SUPPORT

Manager	PDG Jennifer Coburn	Jennifer.Coburn@rotary.org	Ph: +61 2 8894 9820
Coordinator	Barbara Mifsud	Barbara.Mifsud@rotary.org	Ph: +61 2 8894 9821
Correspondent	Mary Jayne Desmond	MaryJayne.Desmond@rotary.org	Ph: +61 2 8894 9822

- o Admission of new Clubs (Rotary, Rotaract, Interact, Rotary Community Corps, Satellite clubs)
- o Applications for change of name, change of club & district locality, merger of clubs
- o Applications for club & district incorporation
- o Licensing inquiries – use of Rotary name and other marks / logos
- o Use of Rotary mark and brand centre guidance
- o District dispute enquiries
- o Special club anniversary certificate recognition (50th, 75th, 100th), other special years by request
- o Special member anniversary recognition (50th) on application
- o www.rotary.org enquiries including My Rotary guidance, Rotary Club Central
- o Guide district governors, clubs and Rotarians on procedural, constitution and incorporation matters
- o Assist the district governors, clubs and Rotarians in their communications with world headquarters
- o Maintain historical records of clubs

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FINANCE

Finance Supervisor	Grace Ramirez	Grace.Ramirez@rotary.org	Ph: +61 2 8894 9830
Coordinator	Sally Furto (Aust & NZ)	Sally.Furto@rotary.org	Ph: +61 2 8894 9832
Coordinator	Melissa Asanza (TRF Finance)	Melissa.Asanza@rotary.org	Ph: +61 2 8894 9833
Coordinator	Rosalyn Ong (Philippines)	Rosalyn.Ong@rotary.org	Ph: +61 2 8894 9831

- o Collect per capita dues and other payments to Rotary International
- o Process Semi Annual reports on club membership and inquiries on SAR payments
- o Assist clubs & districts with inquiries on: club remittances and balances, reinstatements after payment following termination
- o Process The Rotary Foundation contributions
- o Make payments to Rotarians travelling at RI or Rotary Foundation expense
- o Make payments to Rotary Foundation Scholars
- o Make Global payments on behalf of TRF and Rotary International (SPAs)

THE ROTARY FOUNDATION

Manager	PDG Bruce Allen	Bruce.Allen@rotary.org	Ph: +61 2 8894 9840
Fund Development Officer	Mark Anderson	Mark.Anderson@rotary.org	Ph: +61 2 8894 9841
TRF Admin	Krissy Aure-Canson	MariaKristenne.Aure-Canson@rotary.org	Ph: +61 2 8894 9842

- o Fund Development
- o Paul Harris Fellow Recognition – process applications and issue regalia & certificates
- o Maintain record of club recognition points
- o Issue benefactor recognitions, bequest and major donor recognition
- o Provide assistance and clarification on all Rotary Foundation matters
- o Assist with The Rotary Foundation contribution enquiries