Indian Association Of Secretaries And Administrative Professionals Brain And Brawn

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PUNE CHAPTER

July to September 2026

FROM THE CHAIRPERSON'S DESK.....

MANAGING COMMITTEE

CHAIRPERSON
ASSUNTA CHRISTY
9850893540

VICE CHAIRPERSON
DAISY D'SOUZA
7057465475

HONORARY SECRETARY
DAISY D'SOUZA
7057465475

HONORARY TREASURER
CONNIE FERNANDES
9881254799

COMMITTEE MEMBERS

RATIKA KHENAT
9970067693

PREETI PURSWANI
9822174576

MADHURI KANDALKAR
9822451200

IMMEDIATE PAST CHAIRPERSON
MONICA DSOUZA
9850152385



Dear IASAP Friends,

It gives me immense pleasure to connect with you through this edition of our quarterly newsletter.

Over the past few months, we have come together to learn, share, and grow through engaging sessions on **Sustainable Fashion, Brain Gym - MindSpark, and Lifestyle Disorders**. Seeing enthusiasm, participation, and support from each one of you has been truly inspiring. These moments of learning and connection remind us of the strength of our community and the impact we can create when we come together with a shared purpose.

As I reflect on the past three months, my heart is filled with gratitude. I am thankful for the opportunities to interact with each of our members, to learn from diverse perspectives and to be part of initiatives that encourage growth and well-being. Every conversation, every challenge, and every achievement has left me with a valuable lesson and a deeper appreciation for this journey.

At the same time, this reflection has reinforced an important realization: no matter how much we achieve, there is always more to learn. I remain humbled by the fact that growth is a continuous process. There is so much yet to explore, understand, and improve, and I look forward to embracing those opportunities with curiosity and an open mind!

As we move ahead, I am excited about what lies ahead for our community. ***Together, let us continue to learn from one another, support each other, and take meaningful steps toward a healthier, more sustainable and a more connected future.***

Thank you for your continued encouragement, participation, and trust. Your presence and involvement make all the difference!

Warm regards,

Assunta Christy
Chairperson
IASAP Pune Chapter



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FROM THE EDITOR'S DESK.....



Dear Peers,

It is with a deep sense of gratitude, humility and delight that I return to the **IASAP Pune Chapter** as part of its Managing Committee. Having had the opportunity to serve on the Committee earlier, being invited to rejoin feels particularly special. IASAP has always held a special place in my heart and has been a meaningful part of my professional journey.

Over the years, I have seen the Pune Chapter evolve, grow and continue to create opportunities for learning, professional development, networking and, most importantly, meaningful connections among its members. What makes IASAP truly special is the wonderful balance it brings between professional enrichment and the warmth, camaraderie and sense of belonging within the Chapter.

The Pune Chapter has consistently raised the bar through its thoughtfully curated programmes, engaging sessions, celebrations and initiatives that bring members together while keeping us connected to the changing landscape of our profession. It is this spirit of continuous learning, collaboration and fellowship that makes being a part of IASAP enriching.

It is therefore a privilege to begin this second inning with the Chapter, and I am truly grateful for the trust and opportunity extended to me. I look forward to working alongside our dynamic Committee and contributing to the Chapter to the best of my ability.

As I take on my responsibility as Editor, I hope to bring the same enthusiasm, commitment and sincerity to the role, while helping capture and share the many wonderful initiatives, achievements and moments that make IASAP Pune what it is.

I look forward to an enriching journey ahead and to working together with the Committee and our members to take the Pune Chapter from strength to strength.

Here's to a new chapter, familiar faces, new possibilities and many more memorable moments together!

Warm Regards,

Preeti Purswani
Editor
IASAP Pune Chapter

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July 2026
Fireside chat on Sustainability and Sustainable Fashion - Mr. Pritam Onsker





19th July evening saw IASAP interact with a distinguished business leader, entrepreneur and a startup mentor spanning the corporate world and the startup ecosystem.

Donning multiple hats, we had the opportunity to meet a thought-provoking and inspiring personality, Mr. Pritam Onsker, Co-founder of TailorSmart, who graced us with his presence to speak on the importance of sustainable clothing and the role each of us can play in creating a more conscious future.

TailorSmart - a Pune based startup with presence in 14+ cities in India and first international operations in Dubai with about 800+ specialized tailors. His work at TailorSmart is centred around extending the life of garments through tailoring, reuse, refurbishment and clothing donation initiatives, making sustainability practical and accessible for everyone.

His entrepreneurial journey extends well beyond Tailor Smart, with two additional ventures that reflect his commitment to creating meaningful impact.BrunchBites.in - a Goa based food tech startup backed by the Goa Government serving homely, healthy and hygienic meals daily.iTechSeed.com - a technology company enabling AI driven digital transformation for enterprises, MSMEs, and startups.

Beyond sustainable fashion, three powerful messages left by Dr Onsker resonated deeply with us: 🌱 Be the change you want to see. Real transformation begins with individual action. Every mindful choice, however small, contributes to a larger impact. 💡

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A crazy idea (repeatedly emphasized by Dr Onsker) can transform it's way to a remarkable success.

Every breakthrough starts with someone daring to think differently. Passion, perseverance and belief can turn an unconventional idea into a meaningful venture. 💗

Your health is in your hands. Success has little meaning without good health. Investing in our physical and mental well-being is one of the most important commitments we make to ourselves.

Putting sustainability into action, IASAP Pune Chapter members donated pre-loved garments in good condition as an initiative of their BPC project, reinforcing the spirit of giving and responsible living, thus giving the garments a second life & creating positive impact!

#Sustainability #Sustainable Fashion #Circular Economy #Leadership #Entrepreneurship #Innovation #Health #Mindful Living #TailorSmart #Learning #Inspiration #Givingbacktosociety











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August 2026
MindSpark - By Mrs. Rajalakshmi N Iyer



Mrs. Rajalakshmi Iyer, is an accomplished teacher and entrepreneur. She has been teaching Abacus for over 22 years. Her love for teaching inspired her to take early retirement as an Administrative Officer, from her job of 24-years, at New India Assurance Company Ltd.

On 23rd August Mrs Iyer conducted an interactive session for our members. As a trained counselor, Mrs. Rajalakshmi combines her passion for teaching with an acute understanding of a child's psyche to help children grow to their full potential using Abacus, Vedic Math and counseling techniques.

Summation by Hyacinth

Kinesiology actually indicates movement,
Do it, as parts of the body may lament.
The mind must be focused and trained,
Ensuring the body is not tired or drained.

Keep the mind in engagement and concentration,
Humans; especially women are constantly multitasking,
Hence miss a few things- when there is an asking.

Numerous open windows can create an overload,
Cramming the mind and brain may make you bored.

Attention! Recollection! And Application! Will surely create a 'Reset',
Do not add on unwanted ideas as a 'Preset'.

'Awareness' is all about better 'Knowing',
'Alertness' leads to reduced 'Slowing'.
Accept any change to widen your range,
Activity will ensure your brain will never derange.

Every initiative increases the social connection,
Go beyond boundaries and dabble in a new section.

Say goodbye to lethargy and work on the 'Lazy 8',
It opens up avenues and improves your fate.

NB:
For a great memory create your own MANTRA,
Before life becomes sour like a SANTRA!





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September 2026
Lifestyle Disorder - By Mrs. Nita Hinge





Small Habits, Lasting Well-being

On 13th September, IASAP Pune hosted an insightful online session with **Dr. Neeta Hinge** focusing on the theme *"How Daily Habits Shape Our Well-being."*

With nearly three decades of clinical experience, Dr. Hinge is an Ayurvedic physician associated with Madhavbaug, Shivgayatri, Karve Nagar, Pune. Her areas of expertise include preventive cardiology, diabetes management and a holistic approach to lifestyle disorders.

The session highlighted how small, consistent choices in our everyday lives can make a meaningful difference to our overall health. From mindful eating and adequate sleep to regular physical activity and stress management, Dr. Hinge shared practical insights into building healthier routines and reducing the risk of lifestyle-related conditions such as obesity, diabetes, hypertension and hormonal imbalances, including PCOD.

The key takeaway was simple yet powerful: **well-being begins with the everyday choices we make.** By adopting small, sustainable lifestyle changes, we can take greater ownership of our health and work towards a healthier, more balanced life.

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*IASAP Pune Chapter extends a warm welcome to **Amita Sheth!***





We warmly welcome Amita Sheth, as an Associate member to IASAP Pune Chapter.

Amita is currently working as Executive Assistant to the Managing Director at Sorigin Services. She is also an active Rotary member for the past seven years involved in various social service projects.

Wishing Amita an enriching and successful interaction and learning at IASAP. 💐

A special thanks to Minal Harne, for introducing Amita to the IASAP family.

Best wishes Amita :)

Welcome to an organization of vibrant & dynamic peers!



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Good Health

Good health is the greatest gift we can have. It helps us enjoy life, stay active, and do everything we love. To be healthy, we should eat nutritious food, drink plenty of water, exercise regularly, and get enough sleep. These healthy habits keep our body strong and our mind fresh. Good health also helps us fight diseases and reduces stress. It is important to take care of our health every day, not just when we are sick. A balanced lifestyle with healthy food, physical activity, and positive thinking leads to a happy and successful life. Remember, health is wealth. Take care of your body today so you can enjoy a better tomorrow!

~Anita Martyrs

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GRATITUDE

The stretch of dawn weaved with morning rays
A moment of silence before the hustle waves
The first sip of beverage that puts me on a roll
Sound of leaves rustling and their dance lifts my soul
Gratitude to the magic of the Universe!



In awe of the machine that resides in it's form
Behold the internal workforce that needs no prompt
The priceless gift of breath from the Lord Almighty
To be returned someday with humble intensity
Gratitude to the magic of the Universe!

Elements of mother earth pave the way for harvesting
I pause to wonder how automated is farming
A delectable platter on the table relished nonchalantly
Owing to a seed planted somewhere, that inscribed my name magically
Gratitude to the magic of the Universe!

Deep roars of laughter with cherished peeps
Pure ecstasy and serenity at this point meets
Bright twinkle in the eye from sheer bliss around
Rose blush contour with a mystical bond
Gratitude to the magic of the Universe!

Accolades, self-reflection, learnings & courage within
Countless scores & blessings that mould our being
Each experience, life's lessons emanate from his will
With folded hands let's prostrate and stay still!

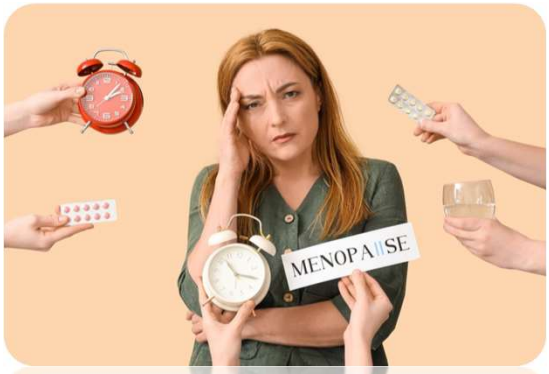


~ Preeti Purswani

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Deeply Rooted, Thoroughly Confused: Notes from a Self-Administered Alternative Therapy Session

I recently decided that forty-odd years of unresolved feelings deserved a shortcut. So, I skipped the crying, skipped the couch, and went straight to designing my own therapy — filter coffee as sacrament, gossip as guided meditation, and a strict no-relatives-allowed policy on all breakthroughs.

Then, in the spirit of full disclosure, I sat down and actually filled out the intake form. Honestly. Unflinchingly. Here is what emerged.
Hunger: Normal. Suspiciously well-behaved — the one bodily function that's never once rebelled.

Sleep: Five to six hours a night, plus a deeply sacred post-breakfast nap. I will defend in court if required. Not laziness. Scheduled maintenance.
Thirst: Three litres. Basically, a well-irrigated field at this point.
Bowel Movement: Fluctuates depending on my relationship with fibre and water — like most relationships, better on some days than others.
Bladder Movement: night shift: Up twice. My bladder runs a tighter schedule than most of my old meetings.

Taste: Sweet, obviously. A woman does not survive a Coorg-to-Maharashtra culture shock on a savoury palate alone.
Emotion: Used to be anxious. Post-retirement — turns out forty years of structure doesn't switch off politely, it throws a small tantrum on the way out. Taking it slow now, on purpose, like a deliberate deceleration lane.

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Deeply Rooted, Thoroughly Confused: Notes from a Self-Administered Alternative Therapy Session

Menstrual cycle: Retired nine years ago. Beat me to it, actually.

"At what time does it happen?" — a question I answered the way I answer most vague questions: by guessing what was meant and hoping for partial credit.

Energy levels: Either "unstoppable, plenty of work, world domination imminent" or "please do not speak to me for two days," with no known transition state between the two. Leaving the house costs a recovery day. I have accepted this the way one accepts a toll booth.

Exercise routine: Random. Aggressively, unapologetically random. If consistency is a virtue, I remain a work in progress.

And finally, my closing submission, offered entirely unprompted and in self-defence.

Please do not judge me — it's the upstairs faculty; my brain simply refuses to clock out. Girlfriends, group chats, new people, being useful to strangers with their questions, WhatsApp groups I definitely didn't need to join — this, apparently, is my actual prescription. Not the fibre. Not the fruit for the sugar dips. The chat. The university of everyone-I-know is my real hormone therapy, and no naturopath has yet found a way to bottle it.

Prescribed treatment plan, self-issued: Take one (1) long conversation with a girlfriend, thrice weekly. Apply a post-breakfast nap liberally, without guilt. Continue random exercise, as the spirit moves. Avoid unsolicited relatives during breakthroughs.
Repeat as needed until further notice!

~Tara Ganapathy

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EA Survival Guide

Work Smarter ✧ Think Bigger ✧ Make It Happen

Organise
Support
Solve
Create
Repeat!

Little habits. Big impact.
Because great EAs make great things happen!

1 Calendar chaos? Stay calm, you're the master of time!



2 If it's not on the calendar, did it really happen?



3 Protect your boss's time like it's your favourite coffee.



4 Back-to-back meetings? Breathe, smile, and find the gaps!



5 A meeting without an agenda is just a group gathering.



6 Inbox overflowing? Take charge, one email at a time!



7 Read twice, send once, and avoid tomorrow's awkward conversation.



8 Reply all? Think twice, your reputation might thank you!



9 The subject line matters more than you think!



10 Keep emails crisp, clear, and free of unnecessary drama.



You Got This!

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Kiran Joseph	2-Oct
Malathi Iyer	3-Oct
Madhuri Kandalkar	3-Oct
Shanta Mohan	4-Oct
Blanche D'souza	9-Oct
Ajeeta Shivdasani	11-Oct
Lina D'souza	19-Oct
Hyacinth Arya	21-Oct
Payal Bhatt Pandya	21-Oct
Karen Karbhari	22-Oct
Shirley Pinto	22-Oct
Archana Arora	24-Oct
Deepali Rewale	29-Oct
Pinky Batha	31-Oct

Chaya Amburle	3-Nov
Mary D'lima	5-Nov
Lisa Martis	6-Nov
Snehal Inamdar	6-Nov
Nilufer Amroliwala	10-Nov
Assunta Christy	12-Nov
Farida Achadwala	12-Nov
Neetu Injnani	12-Nov
Shital Bhate	12-Nov
Poonam Magoo	14-Nov
Sunita Shivadasani	14-Nov
Veronica Lopez	14-Nov
Asha Narhire	16-Nov
Magdeline Azved	17-Nov
Irene Rato	19-Nov
Rani Pereira	20-Nov
Neetu Anavekar	21-Nov
Maria Colaco	22-Nov
Monica D'sousa	24-Nov
Sanober Kotwal	24-Nov
Medha Joshi	26-Nov
Irene Gonsalves	27-Nov
Rashna Fraser	29-Nov
Deepali Molekari	30-Nov





Doreen Dsouza	1-Dec
Havovi Kanga	3-Dec
Caroline Coelho	4-Dec
Indira Suratwala	4-Dec
Latha Nair	4-Dec
Deepa Sinha	8-Dec
Kavita Bhalerao	9-Dec
Connie Fernandese	13-Dec
Preeti Shinde	13-Dec
Dilnawaz Nekoo	15-Dec
Jyoti Koppikar	15-Dec
Raina Dubey	16-Dec
Jennifer Engineer	20-Dec
Daisy Dsouza	21-Dec
Maria Lobo	22-Dec
Sheetal Raote	23-Dec
Sarita Naidu (Aadhanki)	24-Dec
Meena Pardeshi	28-Dec
Beroze Divecha	29-Dec
Melanie Silveira	30-Dec
Jolly Alex	31-Dec

Cheers to another amazing year around the sun!!
May the chapters unfold magically!

For regular updates Logon:
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preets777@gmail.com