

ANNUAL REPORT 2011/2012

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NFEC



National Fire
And
Civil Emergency
Preparedness
Council

NFEC

The Board Of Directors 2011/2012



**Seated
(from left to right)**

Mr Lak Pati, Mr Rowan Tan, Mr Mike Chan, Mr Markham Shaw, Mr Shaw Vee King, Comr Peter Lim, Mr Alan Loh, Ms Margaret Heng, COL Anwar Abdullah

**Standing
(from left to right)**

Mr Bobby Yap, Mr Edwin Yap, Mr Ng Yong Hwee, LTC David Chow, Mr Benedict Koh, Mr John Wu, Mr K Karthikeyan, Mr Khor Thong Meng, Mr Seah Tjun Min

Not in picture

COL Yazid Abdullah, Mr Andrew Lim, Mr Ng Yeow Boon, Mr Chiew Nguang Yong

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Chairman's Statement

NATIONAL FIRE AND CIVIL EMERGENCY PREPAREDNESS COUNCIL



1. I would like to thank everyone for taking valuable time off their busy schedule to attend today's Annual General Meeting.
2. Since the Council was set up 25 years ago, it has grown in strength and stature to be the leading organisation in promoting fire safety and emergency preparedness awareness in Singapore. The Council works closely with the SCDF and many other partners to ensure that fire safety and emergency preparedness messages are reaching out effectively to everyone through its numerous activities and programmes. The last work year has been very busy, but highly successful and rewarding for NFEC as the Council also celebrated its Silver Jubilee.
3. Despite these achievements, the Council is not resting on its laurels. Rather, we have set our sights on exploring new frontiers and enlarging our partnerships to take NFEC to a higher level of engagement. Our members and partners can expect another exciting and engaging year. I will elaborate on the future plans after my report on key events that the Council had completed in Work Year 2011/2012.

REPORT ON WORK YEAR 2011/2012

4. I believe that the last work year had been the busiest period in the history of NFEC. As part of the Silver Jubilee celebration, the Council rolled out many exciting programmes and activities in the work year. This included a hugely successful inaugural Fire Safety Asia Conference which was held at the Suntec City Convention Centre from 12 to 14 October 2011. The 2-day conference was supported by 10 foreign and 9 local speakers and 277 delegates. The event was graced by the Deputy Prime Minister and Minister for Home Affairs, Teo Chee Hean.
5. Another inaugural event was the Fire Safety Design Excellence Awards which had attracted 12 entries from major developers and consultants. Two Excellence Awards were presented by the Minister, Prime Minister's Office and Second Minister for Home Affairs & Trade and Industry, S Iswaran to Arup Singapore for the Marina Bay Sands project and Defence Science and Technology Agency for the Underground Ammo project at the Awards Gala Dinner on 12 October 2011. NFEC also partnered the newly registered Association of Company Emergency Response Team (Singapore) to organise a joint Fire Safety Seminar on 26 July 2011. The seminar attracted over 1000 participants.
6. In the area of educating and engaging students, the Council worked with Artistic Expressions to produce a drama show for the primary schools. The show with the theme "Fire Safety is Everyone's Responsibility" made good use of the two NFEC mascots, Misty and Impy to impart key messages on fire safety and emergency preparedness to the students in a highly engaging and entertaining manner. The Council also worked with the School of Interactive and Digital Media, Nanyang Polytechnic to produce a Facebook game on fire safety at home. This "Fire Away" interactive game also featured the NFEC mascots in promoting fire safety messages while the game player seeks to increase his or her possessions in the virtual world.
7. The Council worked closely with the SCDF to engage all LPG suppliers and the public on the importance of the 5-point LPG Safety Check Programme. Under this programme, suppliers are required to ensure that their dealers carry out 5-point safety check on LPG systems installed in households at least once a year. Public education was conducted through exhibitions at the residential heartlands during the Emergency Preparedness Days. NFEC also worked closely with the C2Es to display fire safety banners in the HDB heartlands.
8. A significant milestone in the history of the Council was the launching of the commemorative book 'To Ready a Nation – The Story of NFEC' by the Deputy Prime Minister and Minister for Home Affairs, Teo Chee Hean during the 25th Anniversary dinner held at the Orchard Hotel on 9 November 2011 in conjunction with our Silver Jubilee celebration. This book chronicles the works and achievements of the Council, the key milestones, names of past board members and the transition from NFPC to NFEC.

Plans for Work Year 2012/2013

9. The key focus for the coming year will undoubtedly be the opening of the NFEC Emergency Preparedness Learning Centre (EPLC) as an extension of the Civil Defence Heritage Gallery at the Central Fire Station. The EPLC will be equipped with interactive simulators and multimedia presentations to provide visitors with an experiential learning of emergency preparedness and life saving skills. We target to open the Learning Centre to the public in early 2013.
10. NFEC will continue to organise the ever popular annual Fire Safety Seminar. We are looking at sharing key lessons from major incidents in Singapore and abroad to further enhance the understanding and readiness of our partners and communities in both fire safety and emergency preparedness.
11. Recognising the need to impart fire safety knowledge and instil good habits to the children and youths, NFEC will increase its efforts in reaching out to these stakeholders. As a start, the Council has included representatives from the ITEs and Polytechnics in its Schools and Youth Sub-committee to widen its target audience. The Council will continue to stage the Fire Safety Drama Show for primary schools while a new programme – the NFEC Video Animation Competition will be organised for secondary schools, ITE and Polytechnic students. The Council also plans to hold a Fire Safety Leadership Publicity Talk for schools' Chief Safety Officers at the annual Ministry of Education School Safety Seminar in November 2012.
12. NFEC will also work closely with the SCDF, Town Councils and the HDB to promote fire safety awareness in the community, particularly on housekeeping issues such as cluttered corridor and discarded items which have contributed many fires recently.
13. In conclusion, I would like to thank the NFEC Board of Directors and members of the sub-committees for their dedication, hard work and commitment and our patrons, members, friends and well-wishers for their unreserved support and encouragement all this while. I would also express the Council's gratitude and appreciation to Comr Eric Yap, Commissioner SCDF, for his guidance and direction and his team of dedicated staff for their ever strong support to the Council.

Alan Loh

1 July 2012

The Board of Directors

2011 – 2012

PATRON-IN-CHIEF



*Mr Teo Chee Hean
Deputy Prime Minister
Minister for Home Affairs*

OFFICE BEARERS



*Mr Alan Loh Peng Leong
Chairman NFEC*



*Mr Markham
Shaw Chai Chung
Vice-Chairman NFEC*



*Mr Shaw Vee King
Advisor*



*COL Anwar Abdullah
Executive Director*



*LTC David Chow
Honorary Treasurer*

COMMITTEES' CHAIRPERSONS



*Ms Margaret Heng
Chairperson
Commercial Premises Committee*



*Mr Rowan Tan
Chairman
Industrial Premises Committee*



*Mr Mike Chan
Chairman
Housing Premises Committee*



*Mr Lak Pati Singh
Chairman
Fire Safety Committee for
Schools & Youth*



*Mr Markham Shaw Chai Chung
Chairman
Fund Raising & Membership Committee*



*COL Yazid Abdullah
Chairman
Publicity Committee*

MEMBERS



Mr John Wu Voon Liang



Mr Khor Thong Meng



Mr Seah Tjun Min



Mr Ng Yeow Boon



Mr Edwin Yap



Mr Andrew Lim Chee Hua



*Mr Benedict
Koh Yong Pheng*



Mr Ng Yong Hwee



Mr K. Karthikeyan



Mr Bobby Yap

Minutes Of The 25th Annual General Meeting Of National Fire And Civil Emergency Preparedness Council

Held On 28 Jul 2011 At 1130 Hrs At The Pan Pacific Orchard Hotel

PRESENT:

BOARD OF DIRECTORS

Mr Alan Loh Peng Leong

Chairman

Mr Markham Shaw

Vice-Chairman

LTC David Chow

Hon Treasurer

COL Yazid Abdullah

Board Member

Mr Mike Chan

Board Member

Mr Lak Pati Singh

Board Member

Mr John Wu

Board Member

Mr Seah Tjun Min

Board Member

Mr Andrew Lim

Board Member

Mr Benedict Koh

Board Member

Mr Bobby Yap

Board Member

Mr Edwin Yap

Board Member

Mr K Karthikeyan

Board Member

SCDF

Comr SCDF

And 30 Others

CHAIRMAN'S ADDRESS

1. Chairman in his opening address thanks everyone for taking their invaluable time off their busy schedule to attend today's Annual General Meeting.
2. He said the Council has indeed come a long way. This year the Council will mark its Silver Jubilee Celebration. Over these years, we have grown in strength and stature to be an effective organisation for promoting fire safety awareness and emergency preparedness education in Singapore. The Council works seamlessly with our partners and the SCDF to organise numerous activities and programmes and continued to achieve many success every year.
3. Chairman said the despite these achievements, the Council will not rest on its laurel. Rather, we have incorporated numerous more programmes and events in this workyear. Our members and partners can look forward to another exciting and engaging year. He recapped the key events that the Council undertook in Work Year 2010/2011.

REPORT ON WORKYEAR 2010/2011

4. Chairman announced that he is pleased to report that the NFEC had achieved another rewarding year. One of the key events was the annual Fire Safety Seminar which continued to receive overwhelming response from the commercial and industrial sectors. The event was successfully held on 29 and 30 September 2010 at Furama Riverfront Singapore. The Guest-of-Honour for the event was Commissioner Peter Lim, Commissioner SCDF. The theme of the seminar, "Protecting Businesses through Fire and Emergency Preparedness", emphasised the importance for the commercial and industrial communities to play a part in heightening awareness and enhancing their responses to handle any emergencies at work. The seminar had more than 700 participants from the commercial and industrial sectors.
5. He said the Council continues to engage the building professional by organizing the 2nd Fire Safety and Shelter Seminar together with the Fire Safety and Shelter Department (FSSD) of the SCDF. The Seminar, held at the Singapore Expo on 26 October 2010, aimed to update building professionals with the latest developments in fire safety and shelter issues. It also served as a good platform for building professionals to exchange views and share expertise. The event was graced by Mr Boo Geok Kwang, Director FSSD.
6. He highlighted NFEC's efforts to promote fire safety in the housing estates with the Council working with the HDB, Town Council, People's Association and Redhill Resident Committee in launching a pilot Refuse Chute Water Spray System at Blk 72 Redhill Close on 30 Jan 2011. The project was launched by the Parliamentary Secretary, Ministry of Trade and Industry & Ministry of Information, Communications and the Arts and Member of Parliament, Mr Sam Tan Chin Siong.
7. Chairman said that to strengthen family bonding and promote social cohesiveness, the Council working closely with SCDF, People's Association and its partners initiated the CD Ready Home Programme which aims to encourage residents in both public and private housing estates to take ownership and learn Civil Defence Skills. The programme was launched on 8th May 2011 in conjunction with SCDF Workplan seminar at ITE College East. As part of the programme, residents will be able to make use of a prescribed checklist to assess their household's level of emergency preparedness.

8. He said the collaboration with the tertiary institutions was a new initiative and proved to be very fruitful. It has collaborated with the School of Interactive and Digital Media, Nanyang Polytechnic to produce an animated video on fire safety at home. The video featured the 2 NFEC mascots, Misty and Impy, promoting fire safety messages. The video was uploaded on the SCDF YouTube channel and proved to be popular, garnering many hits. He said NFEC at the moment are working with the Nanyang Polytechnic to develop another two animated videos and a fire safety game. There are also plans to develop games on Facebook and an animation series of the Junior Emergency Handbook.
9. Chairman highlighted another significant milestone in educating the young - the launching of the Big Book, titled "An Angry Old Woman" at Anchor Green Primary School on 1 March 2011, by then Minister of State for Education and Home Affairs, Mr Masagos Zulkifli. The Big Book is a teaching tool used to increase the awareness of Primary 2 students on fire safety.
10. In the area of fund raising, he said the seminars and the charity film show along with donations from our partners have help the NFEC to fund all the activities planned for the year.

Plans For Workyear 2011/2012

11. As part of our Silver Anniversary celebration, he said the Council will be rolling out many exciting programmes and activities. This includes working with the Town Council to promote fire safe constituencies and producing targeted materials to encourage greater fire awareness amongst the residents. For schools, the Council aims to further engage the upper secondary and tertiary students by working closely with the NCDCC and tertiary institutions. In addition to these activities, he highlighted a few key events for the new workyear

(a) Silver Jubilee Celebration

To celebrate the Council's 25th anniversary, an Anniversary Dinner will be held in Nov 2011. An NFEC commemorative book will be launched at the dinner. The book chronicles the Council's achievements since its formation in 1986, the significant milestones, its past board members and the transition from NFPC to NFEC. About 1000 copies of the coffee table book will be printed and presented to our partners and members in recognition of their unwavering support for the Council all these years.

(b) The Emergency Preparedness Learning Centre

Working with the Civil Defence Heritage Gallery, the Emergency Preparedness Centre will be set up at the Central Fire Station. The council has been busy workin on the conceptual design in the past year and was thrilled to report to have a state of the art Learning Centre equipped with interactive simulators and multimedia presentations. He said that NFEC are presently seeking its partners to be involved in the Learning Centre and the response has been encouraging. The EP Learning Centre is slated to be opened to the public in 2012.

(c) Company Emergency Response Team (CERT) Seminar

He announced that NFEC will partner the newly registered Association of Company Emergency Response Team (Singapore) (A-CERTS) to organise a CERT Seminar in July 2011. The purpose of the seminar is to introduce and prepare the commercial and industrial premises to set up their Company Emergency Response Teams. At the same time, the seminar will help to promote greater fire safety awareness and emergency preparedness in both commercial and industrial sectors in Singapore.

(d) Fire Safety Asia Conference.

Chairman informed that the inaugural Fire Safety Asia Conference will be held in Singapore Suntec City Convention Centre from 12 to 14 October 2011. This conference is targeted at bringing fire safety practitioners from local institutions and the Asia Pacific region together to discuss and share best practices in fire safety. There will be 18 distinguished speakers at the conference and together with a workshop and visit to the Civil Defence Academy, the three-day event will be an enriching experience for all the participants. As the fire authority in Singapore, the SCDF is partnering the NFEC to organize this conference.

- 12.** In conclusion, Chairman extended his thanks to the NFEC Board of Directors and members of the sub-committees for their dedication, hard work and commitment and our patrons, members, friends and well-wishers for their unreserved support and encouragement all this while. He also expressed the Council's gratitude and appreciation to Comr Peter Lim, Commissioner SCDF, for his guidance and direction and to his team of dedicated staff for their ever strong support to the Council.

CONFIRMATION OF MINUTES OF MEETING

- 13.** The minutes of 24th AGM held at the Furama Rivefront hotel Singapore on 29 Jul 2010 was proposed for adoption by Mr Mike Chan and seconded by Mr Benedict Koh.

ANNUAL REPORT 2010/2011

- 14.** The meeting approved the NFEC Annual Report for WY 2010/2011. Mr Andrew Lim and COL Yazid proposed and seconded to accept the report respectively.

APPROVAL OF FINANCIAL STATEMENT FOR THE YEAR ENDING 31 MAR 2011

- 15.** The accounts audited by Cypress Singapore PAC for the year ending 31 Mar 2011 were accepted and approved at the meeting. Mr Seah Tjun Min proposed to accept the financial report and Mr Karthikeyan seconded it.

CONCLUSION

- 16.** There being no other matters, the meeting ended at 1245 hrs. All members adjourned to a lunch reception.

Prepared by	:	Zee Chung Wei Admin Executive, NFEC
Vetted by	:	COL Anwar Abdullah Executive Director, NFEC
Approved by	:	Mr Alan Loh Peng Leong Chairman, NFEC
Date	:	15 Aug 2011

Housing Premises Committee

MEMBERS:

Chairman	- Mr Mike Chan
Member	- Mr Bobby Yap Mr Simon Koh
Secretary	- CPT George Leem
Assistant Secretary	- WO2 Gary Ong

INTRODUCTION

The Housing Premises Committee (HPC) strives to improve fire safety awareness and readiness level of the home environment through education on the importance of home fire safety, prevention measures and actions to undertake in the event of a fire. With this objective in mind, HPC events and activities are organized to impart fire safety knowledge to residential home dwellers

Home Fire Safety and Emergency Preparedness Programme

Of the total number of fires responded by Singapore Civil Defence Force (SCDF) from January to December 2011, 72% of the fires were attributed to fires in residential premises. In Feb 2011, SCDF sent out a circular to all LPG suppliers to inform them of the 5-point LPG Safety Check Programme. Under this programme, suppliers are required to ensure that their dealers carry out 5-point safety check on LPG systems installed in households at least once a year. The 5-point safety check includes the hose, regulator, hose clips, cylinder and joints/connection. To certify the conduct of the 5-point check, the dealer is required to mark its company's stamp onto the LPG safety tag attached to the LPG cylinder. Together with HPC, SCDF has also been educating the public about the 5-point check through exhibitions conducted at the residential heartlands during the Emergency Preparedness Days.

Although the number of rubbish fires continues to be high, it is encouraging to note that there is a drop from 1,354 cases in 2010 to 1,309 cases in 2011. The drop in the number of fires involving discarded items, from 801 cases to 708 cases, is also encouraging.

In working closely with C2Es to promote fire safety awareness and civil emergency preparedness, HPC also focuses on constituencies that have the highest number of fire occurrences. Through providing support for Emergency Preparedness (EP) Days and other constituencies' events, HPC opines that such platforms offer good outreach to residents.

In addition, to help raise fire safety awareness in the home environment, SCDF and NFEC have launched fire safety banners for display in the HDB heartlands. These raise awareness against acts of carelessness leading to fires at residential premises caused mainly by rubbish chute fires, unattended cooking fires, and discarded items fires.

Way Forward

Together with SCDF, HPC is supporting the launch of promoting fire safety awareness in housing estates. Town councils will be roped in to maintain fire safety provisions in housing estates such as maintaining corridor clearance and removal of obstructions to fire fighting facilities. HPC will also be exploring competition-based efforts to stir housing estates into becoming fire incident-free.

Besides placing concerted emphasis on fire safety and prevention in the identified high fire prone areas of Singapore, HPC will explore other aspects of public education, such as targeting specific audience groups and liaising with education institutes on projects to effectively control fires in residential premises. With this in view, HPC is part of the group working with Nanyang Polytechnic on multimedia projects for spreading educational messages on fire safety. Multimedia projects which HPC is looking at include animations, flash games and literature design. In addition to the above initiatives, HPC will also be looking at practical technologies that would be helpful in preventing the start or spread of fires should they occur in residential premises.

HPC will continue working closely with Town Councils, C2Es in these areas to promote fire safety and civil emergency preparedness.

Industrial Premises Committee

MEMBERS:

Chairman	- Mr Rowan Tan	
Deputy Chairman	- Mr Edwin Yap	
Secretary	- CPT Quek Wei Liang	
Assistant Secretary	- WO2 Oh Chun Yong	
	WO1 Azharee Bin Arsad (as of 1 Sep 2011)	
Members	- Mr Chew Siang Heng	Mr Joseph Chng
	Mr David Goh	Mr Peter Ho
	Mr Lee Kah Bee	Mr Andrew Lim
	Mr Mark Wing Keong	Mr Ong Pak Shoon
	Mr Tan Ann Kiong	Mr Tan Gim Sun
	Mr Steven Teo	Mr Wong Siew Hong

INTRODUCTION

The Work Year 2011/2012 proved to be an eventful one for the Industrial Premises Committee (IPC). During this period, the Committee organized several NFEC events aimed at supporting the objectives of the Council, and meeting the goals of promoting fire safety as well as enhancing civil emergency preparedness standards for industrial premises.

DISTRIBUTION OF FIRE SAFETY POSTERS AND BROCHURES TO INDUSTRIES

In order to reinforce good fire safety practices in industrial premises, IPC distributed posters, highlighting key messages specifically crafted to address areas of concern such as the risk of electrical fires, and tips on avoiding poor fire safety practices. These posters, printed in both English and Chinese, were distributed through member associations and organizations such as SISO, HDB and JTC as well as by SCDF officers whilst performing fire safety and enforcement checks on industrial premises.

Separately, IPC also collaborated with HDB and SCDF to produce fire safety posters and brochures, which were distributed to HDB's industrial tenants. These posters and brochures, also available in both English and Chinese, featured important fire safety tips for the workplace.

COMPANY EMERGENCY RESPONSE TEAM (CERT) SEMINAR & WORKSHOP

The Company Emergency Response Team (CERT) Seminar was organised jointly by NFEC and A-CERTS, with strong support from SCDF. Held at Marina Bay Sands Convention Centre on 26 July, the full-day seminar themed **"My Workplace, My Responsibility, My CERT – The First Defence to Emergencies"**, attracted 1000 participants from the commercial and industrial sectors. Gracing the event as the Guest-of-honour was Commissioner Eric Yap, then Senior Director of Emergency Services.

The event was targeted at fire safety managers, fire safety practitioners, safety officers as well as personnel with a keen interest or role in enhancing emergency response at their workplace.

The following six papers were shared during the seminar:

- 1) "Introduction to Company Emergency Response Team (CERT) and the Formation of CERT for Commercial and Industrial Buildings" by SCDF
- 2) "CERT at Resorts World Sentosa (RWS)" by Resorts World Sentosa (RWS)
- 3) "CERT Emergency Procedures for Pipe Bridge Incidents" by Petrochemical Corporation of Singapore (PCS)
- 4) "Emergency Response and Crisis Management (ERCM) Programme" by Singapore Workforce Development Agency (WDA)
- 5) "Review of Emergency Response Planning (ERP)" by SCDF
- 6) "Introduction to the Association of Company Emergency Response Teams (Singapore) (A-CERTS)" by President, A-CERTS

In the second half of the event, participants were split up into four groups, where they shared their experiences via a discussion workshop led by facilitators from NFEC, A-CERTS and SCDF. These discussions centered on the challenges and best practices in setting up CERT as well as scenario-based exercises in commercial and industrial premises.

MASS FIRE EVACUATION DRILLS 2011

In a bid to promote fire safety awareness, industrial and commercial premises were encouraged to conduct evacuation drills at their premises in a month-long drive held in September. SCDF officers were also present to observe the drills and offer advice on good fire safety practices. A launch exercise graced by Mr Alan Loh, Chairman NFEC, was held at Shimano (S) Pte Ltd on Friday, 2 September, to kick start the month-long event. The exercise simulated an LPG fire incident at the company's premises and involved 20 CERT members and over 100 staff from Shimano, as well as personnel and fire appliances from Tuas Fire Station.

FORTHCOMING ACTIVITIES

In the coming Work Year 2012/2013, IPC will continue its efforts to heighten fire safety awareness among the industries by implementing action plans targeting specific areas of concern highlighted in the annual fire statistics. These include the distribution of posters and circulars promulgating good fire safety practises and useful tips through various channels, such as our member associations and during key NFEC events.

IPC is also organizing the annual Fire Safety Seminar and an AED Awareness Drive in collaboration with the Commercial Premises Committee, and supported by SCDF. Through other initiatives such as dialogues with key stakeholders and the Mass Fire Evacuation Drill, IPC hopes to achieve a greater outreach and enhance overall fire safety and civil emergency preparedness standards.

Commercial Premises Committee

MEMBERS:

Chairperson	- Ms Margaret Heng
Vice-Chairman	- Mr John Wu
Secretary	- CPT Eugene Phng
Asst Secretary	- SWO Mohd Azlan WO Mohd Fazil Abdul Rashid
Members	- Mr Benedict Koh Mr Sulaiman Bin Syed Mr Abdul Fazil Mr Kelvin Goh MAJ Winson Cheung

INTRODUCTION

The Commercial Premises Committee (CPC) plays an essential role in promoting fire safety and civil emergency preparedness in all commercial premises in Singapore. As part of our on-going efforts to effectively engage our key stakeholders such as hotels, high-rise office buildings, shopping centres and retail outlets in defining fire safety and civil emergency preparedness in Singapore, the CPC hosted and organised a series of events and activities in Work Year 2011/2012.

Company Emergency Response Team (CERT) Seminar & Workshop

The inaugural Company Emergency Response Team (CERT) Seminar was organised jointly by NFEC and A-CERTS, with the strong support from the SCDF. It was held at the Marina Bay Sands Convention Centre on 26 July 2011. The Commercial Premises Committee and the Industrial Premises Committee (IPC) worked hand-in-hand to organize and ensure the success of the event. The event attracted a total of 1000 participants who are responsible for and with keen interest in bringing fire safety and civil emergency preparedness awareness at their workplace. A total of six papers were shared during the seminar; with speakers from the SCDF, RWS, PCS, WDA and A-CERTS (titles of paper as described under the IPC's report). A discussion workshop was also conducted for the participants to share their experiences and to come up with solutions for incidents covered in the case studies provided by the facilitators.

Mass Fire Evacuation Drill 2011

The annual NFEC Mass Fire Evacuation Drills were held once again in September 2011. The evacuation drill organised by Shimano (S) Pte Ltd on 2 September 2011 marked the beginning of the month-long exercise. Shimano's CERT and 100 employees, together with SCDF personnel and resources participated in the drill, involving a simulated LPG fire incident. In total, 173 Commercial and Industrial premises held their annual fire evacuation drill exercises during the month of September in support to the Council's

event. The evacuation drills were all conducted under the supervision of SCDF officers. At the end of the evacuation drills, the SCDF officers would highlight positive points observed during the drills as well as share key learning points with the FSMs and employees on how the premises could improve on their evacuation procedures.

Fire Safety Award 2011

Since 1995, the NFEC has been presenting the biennial Fire Safety Excellence Award. In 2007, the award was renamed "Fire Safety Award" (FSA) to make it a generic award that recognises commercial premises that have achieved acceptable standards of fire safety. For premises which have achieved beyond the expected standards, they were presented with the Fire Safety Excellence Award (FSEA). The FSA is a testimony of the participating organisation's deep-rooted commitment towards maintaining a high standard of fire safety. Out of the 89 premises that took part in this event in 2011, 39 premises were awarded the FSEA while another 49 premises achieved the FSA. All winners were presented with their certificates during the NFEC Silver Jubilee Celebration held at the Orchard Hotel on 9 November 2011.

Bi-monthly Dialogue with Hotel FSMs

The CPC continued its partnership with the Singapore Hotel Association through the quarterly meetings with Fire Safety Managers (FSMs) from hotels. Through the forum, key fire safety messages, initiatives and developments were shared. The meetings also provided a platform for FSMs to network and share best fire safety practices.

Moving Forward

In Work Year 2012/2013, the CPC will continue with its mission to enhance fire safety at the workplace and generate greater awareness of the importance of civil emergency preparedness among the commercial community. The CPC will build on its achievements and initiatives from previous Work Years and initiate new projects and platforms for the promotion and sharing of best practices and experiences.

In 2012, fire safety checklists would be distributed to encourage good fire safety practices. The CPC would also be organising the annual Fire Safety Seminar and an AED Awareness Drive in collaboration with the IPC, with strong support from SCDF.

It will certainly be another exciting year ahead for CPC as it strives to further enhance the overall fire safety standards and level of civil emergency preparedness in Singapore.

Fire Safety Committee for Schools & Youth

MEMBERS:

Chairman	: Mr Lak Pati Singh Mr Loh Leong Beng (wef 9 Jan 2012)
Secretary	: MAJ Png Yan Da
Assistant Secretary	: SWO2 Vivienne Teo
Member	: Mdm Theresa Ng (NZ Schs Rep) Mr Lim Meng Wei (EZ Schs Rep) Mrs Chandler Siva (WZ Schs Rep) Mr Yeo Kuerk Heng (SZ Schs Rep) Mr Wong Hen Jeng (MOE Safety Unit) Ms Teo Liling (SCDF PAD) Mr Tan Eng Wee (NCDCC HQ Rep) Mr Tan Poh Seng (Polytechnics Rep) Mr Christopher Leow (ITE Rep)

INTRODUCTION

The objective of the Fire Safety Committee for Schools and Youth is to educate students at an early age on fire safety and emergency preparedness through learning through a fun yet effective manner. The Committee has organised a series of activities to ensure effectiveness in the outreach and inculcation of values in the students. Reinforcement of fire safety and emergency preparedness messages as well as the sustainability of students' interest are important considerations for the Committee's choice of activities. The activities are also aimed at promoting creativity and bonding amongst the students.

NFEC Fire Safety Drama Show

In 2011, the Committee worked again with Artistic Expressions to produce a drama show incorporating key messages on fire safety and emergency preparedness to primary schools in Singapore. The show was titled "Fire Safety is Everyone's Responsibility". The show, which wowed the students, incorporated the NFEC mascots, Misty and Impy, imparting the key messages to the students in a creative manner.

The drama show aims to educate students on the importance of fire safety and emergency preparedness through an interesting, interactive and creative way. The important messages conveyed in the show are:

- **Fire Prevention** – How to prevent a fire and things to do and not to do during a fire
- **Peacetime Emergency** – Things to do and not to do during lightning, tremors and power outage
- **Terrorism** – Things to do when you see a suspicious object (could be a suspected bomb) and during evacuation under such circumstances

ASEAN Regional Drawing Competition (National Level – Singapore)

The ASEAN Regional Drawing Competition (National Level –Singapore) was conducted from Jul to Aug 11. It served to select the best entries

which would represent Singapore in the ASEAN-wide regional competition. The competition was held in conjunction with the ASEAN Day for Disaster Management (ADDM) in support of the International Day for Disaster Reduction (IDDR).

Opened to school children between 12-15 years old, the competition attracted numerous entries from the schools. The theme of the competition was **“Save my Future”**. It aimed to depict a disaster situation in the future and describe what can be done to save the future from the disasters. This theme was in line with the global UNISDR campaign to *“Invest in DRR today for a safer tomorrow”*. The winners were presented with prizes at the award presentation ceremony during the Civil Defence Day Parade 2011.

NFEC Art Competition

The NFEC Art Competition was organised for students in the upper primary and lower secondary level from Apr to Jun 11. The theme of the Competition was **“Emergencies can be Prevented”** and sparked a keen interest amongst the students with close to 100 entries received.

NFEC Calendar

The production of the National Fire and Civil Emergency Preparedness Council Calendar is an annual affair. It showcases the winning entries from the ASEAN Regional Drawing Competition (National Level –Singapore). The calendars for year 2012 were distributed to the key stakeholders and partners of NFEC.

Collaboration with Nanyang Polytechnic

The Committee worked with the School of Interactive and Digital Media, Nanyang Polytechnic to produce a Facebook game on fire safety at home. The game, titled *“Fire Away”* featured the 2 NFEC mascots, Misty and Impy, promoting fire safety messages in an interactive manner as the game player seeks to increase the number of possessions he/she has in the virtual world.

NFEC Skit Competition

The biennial NFEC Skit Competition was organised with the theme of **“Fire Safety – You and I Play A Part”** for the secondary students. A total of 8 secondary schools competed keenly in the Finals of the competition.

Future Plans

The new work year sets to be another exciting one for the Fire Safety Committee for Schools and Youth. Firstly, there was a change of chairmanship from Mr Lak Pati Singh, who retired from the teaching service, to Mr Loh Leong Beng, a School Superintendent from Ministry of Education (MOE).

The Committee will be continuing to stage the Fire Safety Drama Show this year to engage more primary school students on fire safety and civil emergency preparedness issues. A new drama company, The Magic Avenue, has been engaged. A Fire Safety Poster Art drawing competition will also be organised for primary school students, while the annual ASEAN Regional Drawing Competition will be targeted for secondary students.

With the inclusion of representatives from the ITEs and Polytechnics, the Committee will be casting its net wider for its target audience. The inaugural NFEC Video Animation Competition will be opened to secondary, ITE and Polytechnic students, and aims to provide the students with a creative platform to express themselves through video animation promoting fire safety and civil emergency preparedness messages.

A Fire Safety Leadership Publicity Talk will also be organised at the Annual MOE School Safety Seminar in Nov 12, targeting the School Chief Safety Officers, as it is also important that the School Chief Safety Officers are au fait with the fire safety messages which they can incorporate in their daily operations in schools.

Publicity Committee

MEMBERS:

Chairman	- COL Yazid Abdullah
Secretary	- LTA Umar Ngalim
Assistant Secretary	- WO Saifullah Md Idris
Member	- MAJ Leslie Williams

INTRODUCTION

The role of the Publicity Committee is to manage publicity and media coverage for NFEC events, programmes and activities. The aim is to help raise the profile of the NFEC and promote emergency preparedness awareness among members of public. In addition, the NFEC Publicity Committee assists to prepare speeches and invites for special guests officiating at NFEC events; such as the annually-held NFEC Fire Safety seminar and other planned events. Below are some of the highlights for the past year's main activities of the Publicity Committee.

Launch of the NFEC 25 years Commemorative Book

In November 2011, NFEC launched a commemorative book, 'To Ready a Nation – The Story of NFEC' to celebrate its 25th Anniversary. It was launched by Deputy Prime Minister Teo Chee Hean, Coordinating Minister for National Security and Minister for Home Affairs.

The Publicity Committee worked to conceptualise and manage the editorial aspect of the book to encompass the 25-year history of NFEC and illustrate how the council has remained nimble, adaptable and progressive over the years. The result is an 84-page book that documents the experiences of members who played important roles in the formative years of NFEC and their anecdotes which gives insight into the thinking and policies that have shaped and transformed the council. Readers will get a perspective of the extensive and diverse means of partnership and a glimpse of the men and women who have contributed significantly to promote fire safety awareness and emergency preparedness in Singapore.

Fire Safety Asia Conference (FiSAC)

The inaugural Fire Safety Asia Conference (FiSAC) was held at Suntec Convention Centre Singapore from 12-14 October 2011. Deputy Prime Minister Teo Chee Hean, Coordinating Minister for National Security and Minister for Home Affairs was the Guest-of-Honour for the opening ceremony.

The Publicity Committee designed the event logo and coordinated the press conference for the event. The Committee also managed a publicity plan and attracted over 280 building professionals, fire safety engineers, safety officers and fire officers to the event. Fire Chiefs and leading officials from the region were also invited and a total of 19 papers covering innovative ideas and best practices on fire safety were presented.

Company Emergency Response Team (CERT) Seminar

The Company Emergency Response Team (CERT) Seminar was held on 26 July 2011 at the Marina Bay Sands Convention Centre. The theme of the seminar was 'My Workplace, My Responsibility, My CERT – The First Defence to Emergencies'. This served as a reminder that appropriate response of a well trained CERT makes a difference in the first few minutes of an emergency. It was jointly organised by NFEC, Association of Company Emergency Response Teams Singapore (A-CERTs) and strongly supported by SCDF.

The Publicity Committee arranged the press conference and organised the publicity for this event. The full day seminar attracted over 1000 participants from the commercial and industrial sectors. The event was subsequently reported on print by Straits Times and Today. It was also reported online on news reporting websites such as Channel News Asia, XinMsn and InSing.com.

NFEC Silver Jubilee Celebration

NFEC celebrated its Silver Jubilee at Orchard Hotel, Singapore on 9 November 2011. The occasion marks 25 years of unwavering commitment by NFEC in its quest to promote fire safety and civil emergency preparedness.

The Publicity Committee invited Guest-of-Honour, Deputy Prime Minister Teo Chee Hean, Coordinating Minister for National Security and Minister for Home Affairs to grace the event, and also drafted the welcome speech for NFEC Chairman, Mr Alan Loh and the speech by Guest-of-Honour. During the event, Mr Alan concluded that NFEC will not rest on its laurels but will continue to make Singapore safe and secure. DPM Teo also thanked all council members, past and present, for their dedication towards building a safe and secure home for all living in Singapore.

The event was well attended by over 500 guests comprising of council members, stakeholders and friends, whose contribution served as a strong foundation from which the council thrives.

Collaboration with NCDCC Rhino Magazine

To extend the reach of NFEC's outreach and publicity efforts, the Publicity Committee partnered with the National Civil Defence Cadet Corps (NCDCC) to publish several articles on the Rhino Magazine, which is a half yearly publication by the NCDCC. The articles feature key events organized by the NFEC as well as important emergency preparedness tips to better equip youths with emergency preparedness knowledge.

Forthcoming Activities

In addition to ongoing projects such as the NFEC Flashpoint newsletter and publicity for NFEC events, the Publicity Committee will be looking into new avenues with mass outreach to engage the public. This includes exploring the use of social media to encourage interaction and engagement of the internet savvy population.

Highlight Of Activities For WY 11/12



◀ **NFEC Silver Jubilee Celebration**
* 9 Nov 2011

Launch of NFEC 25 Years Commemorative Book ▶
*9 Nov 2011



◀ **FiSAC - Fire Safety Asia Conference**
*12-14 Oct 2011



▶ **Charity Golf Tournament**
- 27 Sep 2011





◀ Company Emergency Response Team (CERT) Seminar

* 26 Jul 2011



◆ Representative from Suntec City Mall receiving the Fire Safety Excellence Award from DPM Teo



◆ Representative from Furama Shopping Centre receiving the Fire Safety Award from Mr Alan Loh

◀ Fire Safety Awards 2011

* 9 Nov 2011

Mass Fire Evacuation Drill (Shimano Pte Ltd)

* 2 Sep 2011



Fund Raising And Membership Committee

MEMBERS:

Chairman	- Mr Markham Shaw
Secretary	- LTA Jerry Lim
Assistant Secretary	- WO Muhammad Azhar
Members	- COL Anwar Abdullah COL Yazid Abdullah

INTRODUCTION

The role of the Fund Raising and Membership Committee (FRMC) is to raise funds to aid the Council in conducting its public education activities and campaigns targeted at increasing the population's level of awareness and skills on fire safety and civil emergency preparedness. Different fund-raising projects in the form of Charity Film Premieres and donation draws are organized from time to time.

The Committee also leverages on the Council's fund raising activities and the public outreach programmes to recruit new members who are keen to assist the Council to execute its myriad of activities.

In Workyear 2011/12, the FRMC conducted a highly successful fund-raising drive.

NFEC Charity Golf Tournament 2011

The 7th NFEC Charity Golf Tournament held on 27 Sept 2011 was a huge success as the event raised over \$80,000 for the Council. The Charity Golf Tournament held at Laguna National Golf and Country Club was graced by Mr Masagos Zulkifli, Minister of State for Home Affairs and Foreign Affairs with more than 128 golfers participating in this charity event.

Membership Incentives

In recognition of their commitment and contributions, all members are eligible to utilize the corporate membership that NFEC has with the HomeTeamNS Clubs. Members may loan the HomeTeamNS corporate cards to use the facilities at any of the five HomeTeamNS Clubhouses. Members also have privileged access to NFEC's publications, posters and brochures to assist them in promoting fire safety and civil emergency preparedness at their workplaces.

Future Plans

The committee will continue to raise funds by holding annual NFEC Charity Film Premieres. The Committee will continue to seek new members to join the Council as either individual or corporate members. This will gradually translate to a larger base of audience who will help to promote the Council's mission.

The Committee would like to express its appreciation to all individual and corporate well-wishers for their generous sponsorships and donations to the NFEC. In particular, the Committee would like to thank the Shaw Foundation for their continuous strong support over the years.

PLEDGE FORM

YES! I/We would like to be part of the Council.
Enclosed is my/our contribution in cheque for
the desired membership category

*** All donations to the Council are tax-exempted**

Second Fold

Name:
(Dr/Mr/Miss/Mdm/Ms)

Company: _____

Address: _____

Cheque No: _____

Amount: S\$ _____

ENTRANCE FEE
(One time)

☐

A. Corporate: \$50

☐

B. Individual: \$10

☐

C. SPECIAL DONOR*

I/We sincerely believe in the efforts of the NFEC and
would like to donate the following amount:

S\$ _____

** all donations made are tax exempt*

** Cheque Payment : National Fire And Civil Emergency Preparedness Council or NFEC*

First Fold

BENEFITS FOR CORPORATE AND INDIVIDUAL MEMBERS OF NFEC

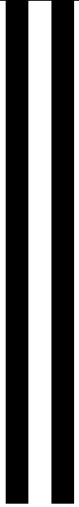
- Membership in NFEC has its rewards and all corporate and individual members of the council can look forward to the following benefits:-
- Members will be issued with a Certificate on signing up.
- Members will be able to promote public awareness and concerns about outbreaks of fire and to secure co-operation of the public in establishing proper prevention and protection measures against loss of life and property in case of fire under the guidance of the NFEC.
- Members shall have access to the FS booklets, posters and brochures produced by any of the committees of the Council.
- Members shall have access to the Home Team NS Clubhouse as Corporate members.
- Members shall have access to and be invited to attend all activities organised by NFEC at a special rate.
- Members shall have special rates for rental of the Council's Fire Safety Exhibition Panels.
- Members will receive copies of the NFEC Newsletter 'Flashpoint' to keep them updated on fire safety issues, activities and events organised by the council.
- Any member, whether individual or corporate shall be entitled to one vote at all general meetings held by the Council
- Any corporate member may nominate any individual as its representative at meetings of the Council.

Business Reply Service
LICENCE NO. 05295



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Central Fire Station
62 Hill Street
Singapore 179367

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National Fire And Civil Emergency Preparedness Council

(REGISTERED UNDER THE SOCIETIES ACT, CAP. 311)

UEN No. S86SS0064F

Financial Statements

For the year ended

31 March 2012

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STATEMENT BY COUNCIL MEMBERS

In our opinion, the accompanying financial statements are drawn up so as to present fairly the state of affairs of the Council as at 31 March 2012 and of its results and changes in accumulated fund and cash flows for the year ended on that date, and at the date of this report, there are reasonable grounds to believe that the Council will be able to pay its debts as and when they fall due.

ON BEHALF OF THE COUNCIL



ALAN LOH PENG LEONG
Chairman



WESLEY LIM CHERN CHOONG
Honorary Treasurer

Singapore, 30 May 2012

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF
NATIONAL FIRE AND CIVIL EMERGENCY PREPAREDNESS COUNCIL
(REGISTERED UNDER THE SOCIETIES ACT, CAP. 311)**

REPORT ON FINANCIAL STATEMENTS

We have audited the accompanying financial statements of National Fire and Civil Emergency Preparedness Council, which comprise the statement of financial position as at 31 March 2012, statement of comprehensive income, statement of changes in equity and statement of cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation of the financial statements in accordance with Singapore Financial Reporting Standards (SFRS), and for such internal control as it determines is necessary to enable the preparation of financial statements that are free from material misstatements, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Singapore Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of these financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF
NATIONAL FIRE AND CIVIL EMERGENCY PREPAREDNESS COUNCIL
(REGISTERED UNDER THE SOCIETIES ACT, CAP. 311)**

(Continued)

Opinion

In our opinion, the financial statements presents fairly, in all material respects, the state of affairs of the society as at 31 March 2012 and the results, changes in accumulated fund and cash flows of the church for the year ended in accordance with the provisions of the Societies Act and Singapore Financial Reporting Standards.

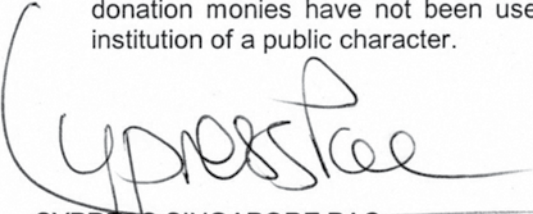
REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS

In our opinion,

- a) the accounting and other records required by the Societies Act to be kept by the Council have been properly kept in accordance with those regulations;
- b) the fund-raising appeals held during the year ended 31 March 2012 have been carried out in accordance with Regulation 6 of the Societies Regulations issued under the Societies Act and proper accounts and other records have been kept of the fund-raising appeals.

In our opinion, the accounting and other records required by the regulations enacted under the Charities Act to be kept by the Council have been properly kept in accordance with those regulations.

- a) During the course of our audit, we noted that the fund raising expense of the Council has exceeded 30% of the total gross receipts from the fund raising which is not in compliance with the requirements of Regulation 15 (fund-raising expenses) in the Charities (Institutions of a Public Character) Regulations.
- b) During the course of our audit, nothing came to our attention that caused us to believe that the donation monies have not been used in accordance with the objectives of the Council as an institution of a public character.



CYPRESS SINGAPORE PAC
Public Accountants and
Certified Public Accountants
Singapore

Date , 30 May 2011

NATIONAL FIRE AND CIVIL EMERGENCY PREPAREDNESS COUNCIL
(REGISTERED UNDER THE SOCIETIES ACT, CAP. 311)

STATEMENT OF FINANCIAL POSITION AS AT 31 MARCH 2012

	Note	2012 S\$	2011 S\$
ACCUMULATED FUND	3	<u>1,707,738</u>	<u>1,389,750</u>
Represented by:			
PLANT AND EQUIPMENT	4	-	-
INVESTMENTS	5	757,207	757,682
CURRENT ASSETS			
Cash at bank and on hand	6	966,517	638,360
Less:		966,517	638,360
CURRENT LIABILITIES			
Accrued operating expenses		15,986	6,292
		15,986	6,292
NET CURRENT ASSETS		950,531	632,068
		<u>1,707,738</u>	<u>1,389,750</u>

The accompanying notes form an integral part of the financial statements

NATIONAL FIRE AND CIVIL EMERGENCY PREPAREDNESS COUNCIL
(REGISTERED UNDER THE SOCIETIES ACT, CAP. 311)

STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 31 MARCH 2012

	Note	2012 S\$	2011 S\$
REVENUE			
Donation received-tax exempt		337,017	101,000
Charity Film Premiere-non tax exempt donation		-	4,049
Charity Film Premiere-tax exempt donation		-	58,501
NFEC CERT Seminar		190,950	-
NFEC Anniversary Dinner		43,965	-
NFEC Charity Golf - non tax exempt donation		27,355	-
NFEC Charity Golf - tax exempt donation		68,742	-
Fire Safety Seminar		39,070	148,606
Fire Safety Asia Conference		25,424	-
Fire Safety Award		7,930	-
Fire Safety Mobile Exhibits		2,810	3,250
Fire Safety Orientation Toolkits		974	1,512
Interest income			
- Deposit with bank		2,504	3,328
- Interest on bonds		25,503	17,337
Sponsorship		500	-
Subscription fee		-	4,750
Other income		14,500	384
		<u>787,244</u>	<u>342,717</u>
LESS: OPERATING EXPENSES			
COMMITTEE EXPENSES			
Commercial Premises Committee		(364)	(5,188)
Fire Safety Committee for Schools & Youth		(23,500)	(67,630)
Publicity Committee		(2,519)	(11,917)
PROJECT EXPENSES			
Annual General Meeting		(3,178)	(4,676)
Fire Safety Seminar		(15,784)	(69,767)
Charity Film Premiere		-	(9,052)
Charity Golf Tournament		(39,179)	-
E P Learning Centre		-	(1,909)
Fire Safety Skit Competition		(7,505)	-
NFEC 25th Anniversary		(43,710)	-
NFEC Appreciation Nite		-	(13,162)
NFEC Art Competition		(1,770)	-
NFEC CERT Seminar		(129,672)	-
NFEC Silver Jubilee		(41,554)	-
NYP - 3D Animation Project		(10,914)	(8,500)
ADMINISTRATIVE EXPENSES			
Employee benefits expense	7	(98,428)	(96,110)
Printing, postage and stationery		(34,258)	(5,767)
Other operating expenses		(16,921)	(12,261)
		<u>317,988</u>	<u>36,778</u>
SURPLUS BEFORE TAXATION			
TAXATION			
	9	-	-
NET SURPLUS FOR THE YEAR			
		<u>317,988</u>	<u>36,778</u>
OTHER COMPREHENSIVE INCOME			
		<u>-</u>	<u>-</u>
TOTAL COMPREHENSIVE INCOME FOR THE YEAR			
		<u><u>317,988</u></u>	<u><u>36,778</u></u>

The accompanying notes form an integral part of the financial statements.

**NATIONAL FIRE AND CIVIL EMERGENCY PREPAREDNESS COUNCIL
(REGISTERED UNDER THE SOCIETIES ACT, CAP. 311)**

**STATEMENT OF CHANGES IN ACCUMULATED FUND FOR THE YEAR ENDED
31 MARCH 2012**

	Accumulated Fund S\$
BALANCE AS AT 1 APRIL 2010	1,352,972
Total comprehensive income for the year	<u>36,778</u>
BALANCE AS AT 31 MARCH 2011	1,389,750
Total comprehensive income for the year	<u>317,988</u>
BALANCE AS AT 31 MARCH 2012	<u><u>1,707,738</u></u>

The accompanying notes form an integral part of the financial statements.

**NATIONAL FIRE AND CIVIL EMERGENCY PREPAREDNESS COUNCIL
(REGISTERED UNDER THE SOCIETIES ACT, CAP. 311)**

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2012

	Note	2012 S\$	2011 S\$
CASH FLOWS FROM OPERATING ACTIVITIES			
Surplus before taxation		317,988	36,778
Adjustment for non-cash items :			
Interest income		<u>(28,007)</u>	<u>(20,665)</u>
Operating surplus before working capital changes		289,981	16,113
Accrued operating expenses		9,694	1,057
Subscription fee received in advance		<u>-</u>	<u>(4,650)</u>
Net cash effect of operating activities		<u>299,675</u>	<u>12,520</u>
CASH FLOWS FROM INVESTMENT ACTIVITIES			
Interest income received		<u>28,482</u>	<u>17,044</u>
Net cash effect of investment activities		<u>28,482</u>	<u>17,044</u>
NET CHANGE IN CASH AND CASH EQUIVALENTS		328,157	29,564
CASH AND CASH EQUIVALENTS AS AT 1 APRIL	6	<u>638,360</u>	<u>608,796</u>
CASH AND CASH EQUIVALENTS AS AT 31 MARCH	6	<u><u>966,517</u></u>	<u><u>638,360</u></u>

The accompanying notes form an integral part of the financial statements

NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2012

1. GENERAL INFORMATION

The Council is registered as a society in Singapore under the Societies Act, Cap. 311 and is domiciled in Singapore. The mission of the Council is to make Singapore safe by promoting fire prevention and civil emergency preparedness amongst the public.

The registered address of the Council is at Singapore Civil Defence Force, Central Fire Station, 62 Hill Street, Singapore 179367.

The Council is a registered Charity under the Charities Act since 30 September 1986.

The Code of Governance for Charities and Institutions of a Public Character (IPCs) was launched by the Charity Council on 26 November 2007. The Council has complied 23 out of 23 applicable guidelines of the Code of Governance Evaluation Checklist for the "basic-tiered" – Institutions of a Public Character (IPCs) and large charities (Full checklist is available at www.charities.gov.sg)

2. SIGNIFICANT ACCOUNTING POLICIES

2.1 Basis of accounting

The financial statements are prepared in compliance with Singapore Financial Reporting Standards issued by Accounting Standards Council.

The financial statements are presented in Singapore Dollars.

The financial statements are prepared in accordance with the historical cost convention except as disclosed in the accounting policies below.

The financial statements for the financial year ended 31 March 2012 are authorised to be issued on the date of the Statement by Council members.

2.2 Adoption of new and revised Financial Reporting Standards

The accounting policies adopted in the financial year are consistent with those used in the previous financial year except for the adoption of certain new and revised Financial Reporting Standards effective for the financial year beginning 1 April 2011. These new and revised Financial Reporting Standards have no significant effects on the Council's accounting policies used except for:-

Revised FRS 24 Related Party Disclosures

The revised FRS 24 clarifies the definition of a related party to simplify the identification of such relationships and to eliminate inconsistencies in its application. The revised FRS 24 expands the definition of a related party and would treat two entities as related to each other whenever a person (or a close member of that person's family) or a third party entity has control or joint control over the entity, or has significant influence over the entity. The revised standard also introduces a partial exemption of disclosure requirements for government-related entities. As this is a disclosure standard, it will have no impact on the financial position or financial performance in the next financial year.

2.3 Issued but not yet effective Financial Reporting Standards

As at the date of this report, the council has not applied any new or revised Financial Reporting Standards that have been issued but not yet come into effect. These new or revised standards upon adoption will not have significant impact on the financial statements except for:-

Amendments to FRS 1 Presentation of Items of Other Comprehensive Income

The amendment changes the grouping of items presented in other comprehensive income. Items that could be reclassified to income statement at a future point in time would be presented separately from items which will never be reclassified. As the amendments only affect the presentation of items that are already recognised in other comprehensive income, there is no impact on its financial position or performance upon adoption of this standard.

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2.3 Issued but not yet effective Financial Reporting Standards (Continued)

Amendments to FRS 107 Transfers of Financial Assets

The amendment introduces disclosure requirements for all transferred assets, existing at the reporting date, irrespective of when the related transfer transaction occurred. These additional disclosure requirements are to enable users of financial statements to evaluate the risk exposures relating to transfers transactions of financial assets (for example, securitisations), including understanding the possible effects of any risks that may remain with the entity that transferred the assets. The amendments also require additional disclosures if a disproportionate amount of transfer transactions are undertaken around the end of a reporting period.

Amendments to FRS113 Fair Value Measurement

This amendment provides guidance on how to measure fair values including those for both financial and non-financial items and introduces significantly enhanced disclosure about fair values. It does not address or change the requirements on when fair value should be used. When measuring fair value, an entity shall use valuation techniques that are appropriate in the circumstances and for which sufficient data are available to measure fair value, maximising the use of relevant observable inputs and minimising the use of unobservable inputs. It establishes a fair value hierarchy for doing this. This amendment is unlikely to have any significant impact to the financial position and financial performance when implemented.

2.4 Significant judgments by the Council Members in applying accounting policies

In the process of applying the Council's accounting policies, the council members did not make any significant judgments, apart from those involving estimations, that have significant effects on the amounts recognised in the financial statements.

2.5 Key sources of estimation uncertainty

The preparation of financial statements in conformity with Singapore Financial Reporting Standards requires the use of estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities as at the date of the financial statements, and the reported amounts of income and expenses during the financial year. Although these estimates are based on the council members' best knowledge of current event and actions, actual results may differ from those estimates.

There are no significant key assumptions concerning the future, nor other key sources of estimation uncertainty at the year end that would have significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

2.6 Plant and equipment

Plant and equipment are initially stated at cost. Subsequent to initial recognition, plant and equipment are stated at cost less accumulated depreciation and accumulated impairment losses.

Depreciation of an asset commences when the asset is available for use. Depreciation is provided on gross carrying amounts less residual value in equal annual installments over the estimated lives of the assets. The annual rates of depreciation are as follows:

	% per annum
Office equipment	20%
Fire safety robots	20%

The residual value and the useful life of an asset is reviewed at each year end, and if expectations different from previous estimate, changes are made to the depreciation charge for the remaining undepreciated amount.

Fully depreciated assets are retained in the financial statements until they are no longer in use or disposed and no further charges for depreciation is made in respect of these assets. Any gain or loss arising from the derecognition of the asset is recognised in the statement of comprehensive income.

When events or changes in circumstances indicate that the carry amount of an asset is not recoverable, impairment loss is recognised in the statement of comprehensive income.

2.7 Impairment assets

As at each year end, assets are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount of the assets may not be recoverable. Whenever the carrying amount of an asset exceeds its recoverable amount, an impairment loss is recognised in the statement of comprehensive income unless it reverses a previous revaluation credited to reserve. The recoverable amount is the higher of an asset's net selling price and value in use. The net selling price is the amount realisable from the sale of the asset in an arm's length transaction. Value in use is the present value of estimated future cash flows expected to arise from the continuing use of the asset and from its disposal at the end of its useful life. Recoverable amounts are estimated for individual assets or, if impossible to be estimated individually, for the cash-generating unit in which the asset is deployed.

Reversal of an impairment loss previously recognised is recorded to the extent the impairment loss had previously been recognised. A reversal of an impairment loss on a revalued asset is credited directly to reserve, unless the impairment loss on the same revalued asset was previously expensed in the statement of comprehensive income, in which case it is recognised as income.

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2.8 Financial assets

Financial assets, are classified as 'financial assets at fair value through profit or loss', 'loans and receivables', held-to-maturity investments', or 'available-for-sale' financial assets. Financial assets are recognised in the statement of financial position when the Council becomes a party to the contractual provisions of the financial assets.

All financial assets are initially recognised at fair value plus any directly attributable transactional costs, except for 'financial assets at fair value through profit or loss' which are measured at fair value only. The classification of financial assets, after initial recognition, is re-evaluated and reclassified where allowed and appropriate.

2.9 Cash and cash equivalents

Cash and cash equivalents included in the statement of cash flows comprise cash on hand, non restricted bank balances and fixed deposits with original maturity of three months or less, net of bank overdrafts which are repayable on demand.

2.10 Cash at bank and on hand

Cash at bank and on hand are classified and accounted for as 'loans and receivable' as they are non-derivatives financial assets with fixed or determinable payments that are not quoted in an active market. These assets are carried at amortised cost using the effective interest method.

Gains or losses are recognised in the statement of comprehensive income when these loans and receivables are derecognised or impaired, as well as through the amortisation process.

2.11 Investments

These investments are non-derivatives financial assets that are designated as held-for-maturity financial assets. These investments are stated at cost less amortised cost at the year end.

2.12 Other payables

These liabilities, which are normally settled on 30 – 90 day terms, are financial liabilities. Financial liabilities are recognised on the statement of financial position when, and only when, the entity becomes a party to the contractual provisions of the financial instrument. Financial liabilities are initially recognised at fair value of consideration received less directly attributable transaction costs and subsequently measured amortised cost using the effective interest method.

Gains and losses are recognised when the liabilities are derecognised as well as through the amortisation process. The liabilities are derecognised when the obligation under the liability is discharged or cancelled or expired.

2.13 Revenue recognition

Revenue comprises the fair value of the consideration received or receivable for the sale of goods and services, net of goods and services tax, rebates and discounts.

Revenue is recognised when the amount of revenue can be reliably measured, it is probable that future economic benefits will flow in and specific criteria have been met for each of the activities as described below. The amount of revenue is not considered to be reliably measured until all contingencies relating to the transaction have been resolved. In recognising revenue, estimates based on historical results, taking into consideration the type of customer, the type of transaction and the specifics of each arrangement are considered.

Income from donations and sponsorships are recognised on a cash basis. Income from charitable events and other events are recognised upon the completion of such events. Interest income is recognised on time proportioned basis using the effective interest method.

2.14 Functional currency

Functional currency is the currency of the primary economic environment in which the entity operates. The financial statements are prepared using Singapore dollar as the functional currency.

2.15 Employee benefits

Employee benefits, which include base pay, cash bonuses, contribution to defined contribution plans such as the Central Provident Fund and other staff-related allowances, are recognised in the statement of comprehensive income when incurred. For defined contribution plans, contributions are made to publicly or privately administered funds on a mandatory, contractual or voluntary basis. Once the contributions have been paid, there will be no further payment obligations.

Employee entitlement to annual and other leave is recognised when they accrue to employees. A provision is made for the estimated liability for annual leave as a result of services rendered by employees up to the year end.

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2.16 Provisions

Provisions are recognised when the Council has a present obligation as a result of a past event which is probable and will result in an outflow of economic benefits that can be reliably estimated.

2.17 Offsetting financial instruments

Certain financial assets and liabilities offset each other and the net amount is reported in the statement of financial position when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle them on a net basis, or realize the asset and settle the liability simultaneously.

3. ACCUMULATED FUND

The accumulated fund is an unrestricted fund to meet the expenditure in accordance with the mission of National Fire and Civil Emergency Preparedness Council as stated in Notes to the Financial Statements 1.

4. PLANT AND EQUIPMENT

	Office equipment S\$	Fire safety robots S\$	Total S\$
<u>Cost</u>			
As at 31 March 2010	12,953	33,935	46,888
Additions	-	-	-
As at 31 March 2011	12,953	33,935	46,888
Additions	-	-	-
As at 31 March 2012	12,953	33,935	46,888
<u>Accumulated depreciation</u>			
As at 31 March 2009	12,953	33,935	46,888
Depreciation charge for the year	-	-	-
As at 31 March 2011	12,953	33,935	46,888
Depreciation charge for the year	-	-	-
As at 31 March 2012	12,953	33,935	46,888
<u>Carrying amount</u>			
As at 31 March 2012	-	-	-
As at 31 March 2011	-	-	-

5. INVESTMENTS

	2012 S\$	2011 S\$
Unquoted investment in bonds:		
WBSP bonds with a coupon rate of 4.1% per annum maturing on 30.9.2019	251,524	251,682
HDB bonds with a coupon rate of 3.14% per annum maturing on 18.03.2021	505,683	506,000
	<u>757,207</u>	<u>757,682</u>

6. CASH AND CASH EQUIVALENTS

	2012 S\$	2011 S\$
Cash at bank	966,153	637,996
Cash on hand	364	364
	<u>966,517</u>	<u>638,360</u>

7. EMPLOYEE BENEFITS EXPENSE

	2012 S\$	2011 S\$
Staff salary and bonus	85,296	82,537
Employer's CPF contribution	10,046	9,475
Staff welfare	336	1,698
Staff transport allowance	2,750	2,400
	<u>98,428</u>	<u>96,110</u>

There is no remuneration to key management personnel included in employee benefits expense.

8. FUTURE COMMITMENTS

The Council has the following future commitments approved or budgeted by the Board of Directors but not provided for in the financial statements as follows:

	2012/2013 \$	2011/2012 \$
Project planned		
Commercial Premises Committee	2,200	4,500
Fire Safety Committee for Schools & Youth	43,500	68,000
Industrial Premises Committee	9,000	6,000
Housing Premises Committee	7,000	11,500
Publicity Committee	5,804	31,500
Silver Jubilee Celebration	-	20,000
	<u>67,504</u>	<u>141,500</u>

9. TAXATION

The council is a registered charity and no provision for income tax is required for the Council.

10. OPERATING LEASE COMMITMENT

At the year end, the commitments in respect of rental of office equipment are as follows:

	2012 S\$	2011 S\$
Due within 1 year	1,733	1,733
Due within 2 – 5 years	<u>6,067</u>	<u>722</u>

11. FINANCIAL RISK MANAGEMENT

The Council is exposed to the following risks through its normal operations. There are no changes on the Council's objectives, policies or processes relating to the management of the Council's financial risk during the year.

a) Market risk

i) Foreign exchange risk

The Council is not exposed to foreign exchange risk as all of its transactions are carried out in local currency.

ii) Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of financial instrument will fluctuate because of changes in market interest rate.

The Council closely monitors interest rates to ensure that favourable interest rates are obtained from its investments.

b) Credit risk

The Council has no significant concentrations of credit risk except for investment in bonds and cash at bank. However, these investment and cash at bank are placed in creditworthy institutions.

The maximum exposure to credit risk is represented by the carrying amount of financial assets which are mainly investment on bonds and bank balances.

Financial assets that are neither past due nor impaired

Bank deposits, are mainly transacted with banks of high credit ratings assigned by international credit rating agencies.

Financial assets that are past due and/or impaired

There is no other class of financial assets that is past due and/or impaired.

c) Liquidity risk

The Council manages its liquidity position with a view to meet its obligations on a timely basis. The Council measures and manages its cash flow requirements regularly and constantly monitors its sources of funds to ensure that these sources yields the funds required to meet its obligations.

The Council does not have any significant financial liabilities.

d) Fair value risk

The fair value of Council's financial assets and financial liabilities reported in the statement of financial position approximate their carrying value.

The responsibility for managing the above risk is vested in the Council Members.

12. FINANCIAL INSTRUMENTS

a) Classification of financial instruments

Financial assets and financial liabilities are measured on an ongoing basis either at fair value or at amortised cost. The significant accounting policies in Note 2 describe how the classes of financial instruments are measured, and how income and expenses, including fair value gains and losses, are recognised. The following table analyses the financial assets and financial liabilities in the statement of financial position by the class of financial instrument to which they are assigned, and therefore by the measurement basis:

	Loans and receivables S\$	Held-to- maturity investments S\$	Financial liabilities at amortised cost S\$	Total S\$
As at 31 March 2012				
<u>Assets</u>				
Investments	-	757,207	-	757,207
Cash at bank and on hand	966,517	-	-	966,517
Total financial assets	<u>966,517</u>	<u>757,207</u>	<u>-</u>	<u>1,723,724</u>
Total non-financial assets				-
Total assets				<u>1,723,724</u>
<u>Liabilities</u>				
Total financial liabilities	<u>-</u>	<u>-</u>	<u>-</u>	-
Total non-financial liabilities				15,986
Total liabilities				<u>1,707,738</u>
As at 31 March 2011				
<u>Assets</u>				
Investments	-	757,682	-	757,682
Cash at bank and on hand	638,360	-	-	638,360
Total financial assets	<u>638,360</u>	<u>757,682</u>	<u>-</u>	<u>1,396,042</u>
Total non-financial assets				-
Total assets				<u>1,396,042</u>
<u>Liabilities</u>				
Total financial liabilities	<u>-</u>	<u>-</u>	<u>-</u>	-
Total non-financial liabilities				6,292
Total liabilities				<u>6,292</u>

b) Derivative instruments

The Council does not utilise any derivative instruments.

Corporate Members

City Gas Pte Ltd

Housing and Development Board

Lee Foundation

MSIG Insurance (Singapore) Pte. Ltd

Real Estate Developers' Association of Singapore

The Shaw Foundation Pte



National Fire
And
Civil Emergency
Preparedness
Council

Mission

**The National Fire and
Civil Emergency Preparedness Council
(NFEC) is committed towards promoting
fire prevention and civil emergency preparedness
to make Singapore safe and secure.**

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