

# NFEC

## ANNUAL REPORT

WY 2014/2015



National Fire  
And  
Civil Emergency  
Preparedness  
Council

**NFEC**

# *The Board of Directors* *2014/2015*

**Seated (L to R)**

Mr Chua Kah Sheng, Mr Raymond Teo, Mr Rowan Tan, Comr Eric Yap, Mr Alan Loh, Mr Markham Shaw, AC Anwar Abdullah, COL Abdul Razak, Ms Margaret Heng

**Standing (L to R)**

Mr Wang Heh, Mr Ng Yong Hwee, Mr Ong Hwee Liang, Mr Derek Teo, Mr Tok Hock Soon, Mr Edwin Yap, Mr Koh Soon Chuang, Mr Benedict Koh, Mr Steven Chen, Mr John Wu, Mr Seet Choh San, LTC Wesley Lim

***Not in picture***

Mr Khor Thong Meng, Mr Poh Poc Huck

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# Chairman's Statement

## NATIONAL FIRE AND CIVIL EMERGENCY PREPAREDNESS COUNCIL



1. I would like to thank everyone for taking invaluable time off their busy schedule to attend today's Annual General Meeting.
2. I am pleased to announce that the Council has been successful in reaching out effectively to everyone through its numerous activities and programs in the last workyear and continued to be the leading organisation in promoting fire safety and emergency preparedness awareness in Singapore. This would not have been possible, without the hard work, commitment and dedication shown by our Council and Committee members and the support and contributions made by our partners and supporters.
3. Despite these encouraging 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 partners and members can expect another exciting and engaging year ahead. Before elaborating on the Council's workplan for the coming year, allow me to recap the main events that the Council had completed in WorkYear 2014/2015.

### Report on Workyear 2014/2015

4. One of the key highlights in the last workyear was the official launch of the Emergency Preparedness Centre (EPC) by Mr Teo Chee Hean, Deputy Prime Minister, Co-ordinating Minister for National Security & Minister for Home Affairs at the Central Fire Station. The Council invited the local media to cover the launch and ran exclusive stories on the EPC's state-of-the art digital exhibitions and its 3-D virtual reality simulator on natural disasters.
5. The last workyear also saw the NFEC planned and organised the second run of the Fire Safety Asia Conference (FiSAC 2014), building on the successful inaugural conference in 2011. FiSAC 2014 was held at the Singapore EXPO from 10 to 12 September 2014. It was the largest fire safety conference held locally with a record number of 1200 participants. It was officially opened by Mr Masagos Zulkifli, the then Senior Minister of State for the Ministry of Home Affairs and Ministry of Foreign Affairs. The theme of the conference was "Fire Safety & Emergency Management: The Way Forward" and the topics were delivered by 14 international and local speakers. The FiSAC Gala Dinner was held at the Marina Bay Sands Expo & Convention Centre and graced by Mr Vikram Nair, Member of the Government Parliamentary Committee for Home Affairs and Law. Five winners of the Fire Safety Design Excellence Awards 2014 were recognised at the Gala Dinner.
6. NFEC also supported the Singapore-Global Fire Fighters and Paramedics Challenge (SGFPC) and Life Savers Connect 2014 which was held at the Singapore EXPO on 12 and 13 September



2014, involving 19 teams from 17 different countries around the world. This event attracted 19,000 visitors and even made it to the Singapore Book of Records for staging the largest demonstration on the use of “bandage in first aid”.

7. In recognition of the continuous support provided by our partners and supporters, NFEC Appreciation Nite was held at the Furama Riverfront Hotel on 30 July 2014. The event was graced by Mr S Iswaran, Minister in Prime Minister’s Office, Second Minister for Home Affairs and Trade & Industry. A total of 163 partners and supporters were appreciated that night.
8. The ever popular Annual Fire Safety Seminar was jointly organised with the Fire Safety Asia Conference for the first time on 10 September 2014. Organised by the Commercial Premises Committee (CPC) and Industrial Premises Committee (IPC) the seminar attracted more than 800 participants, comprising mainly Fire Safety Managers (FSM), Fire Safety Practitioners and Community Emergency Response Team (CERT) members.
9. Last workyear also marked the first engagement session that NFEC had with coffee shop and eating house operators, prompted by an increasing trend of fires in the F&B sector. This initiative resulted in a dialogue session attended by 80 participants on 23 April 2014 at the Foo Chow Building. In addition to this, the annual dialogue with FSMs of shopping complexes was held at the Shaw Centre on 22 January 2015. A total of 40 FSMs shared their experiences in handling workplace fire occurrences and good fire safety practices during the dialogue session.
10. The annual NFEC Mass Fire Evacuation Drills (MFED) was held in September 2014 where commercial and industrial building owners were invited to conduct evacuation drills at their premises. The month-long event was launched at the Jurong Point Shopping Centre on 3 Sep 2014 where more than 2,000 participants comprising tenants and members of the public participated in a mass fire evacuation drill, making it the largest fire drill ever held in a shopping center. A total of 120 premises participated in MFED 2014.
11. To address the rising concern of fire at waste management premises, NFEC together with HQ 4th SCDF Division organised the inaugural Waste Management Forum at the Civil Defence Academy on 20 May 2014. It was attended by more than 140 participants from various waste management companies and representatives from the Waste Management and Recycling Association of Singapore (WMRAS), Workplace Safety and Health Council (WSHC) and the Singapore Institution of Safety Officers (SISO). Topics such as past incidents involving hazardous waste facilities, common enforcement findings, P&FM licensing requirements, best practices and good housekeeping were discussed at the forum led by the NEA, MOM and SCDF.
12. To actively promote awareness on fire safety to the youths and students, the Schools and Youth Committee has been organising numerous educational programs and activities for primary and secondary schools, and even tertiary institutions. One of the main events organised in the last work year was the National Schools’ Digital Media Competition (NSDMC). It was jointly organised by SCDF, NFEC and ITE College Central in partnership with the Ministry of Education (Arts

Education Branch), Elchemi Education Pte Ltd and the Singapore Discovery Centre. NSDMC 2014 was opened to both primary and secondary schools and offered an opportunity for students to creatively conceptualise and convey important Emergency Preparedness messages via digital media platforms, namely, digital art posters (for primary schools) and e-Books (for secondary schools).

13. In our efforts to promote fire safety in housing estates, the Housing Premises Committee continues to be involved in Emergency Preparedness Day. These events attracted more than 10,000 residents over the past year. NFEC also partnered the SCDF and People's Association to promote the national-level NCEP Award which was launched in 2013. The Award encourages and incentivises the grassroots leaders, particularly the Community Emergency and Engagement (C2E) committee members to be Emergency Preparedness Advocates, to impart and promote EP knowledge and skills to residents at each constituency.
14. In our fund raising efforts, the 8th NFEC Charity Golf Tournament was held at the Orchid Country Club on 14 November 2014. The event was graced by Mr S Iswaran, Minister in Prime Minister's Office and 2nd Minister for Home Affairs and Trade & Industry and had the participation of more than 140 golfers and strong support from our partners.

## **Plans for Workyear 2015/2016**

15. There will be several key focuses for this coming work year. One of which is to ensure the smooth running of the recently launched Emergency Preparedness Centre (EPC) as an extension of the Civil Defence Heritage Gallery at the Central Fire Station. Equipped with state-of-the art simulators and multimedia presentations, the EPC will enhance the learning experiences in emergency preparedness and life saving skills.
16. The Council will continue to organise the annual Fire Safety Seminar. For the coming year, the seminar will focus on the conduct of proper evacuation at the various premises during an emergency. An emergency evacuation guideline will be developed and shared during the session. We are also looking into the sharing of 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.
17. There are plans to introduce a Fire Safety Award for Industrial Premises. Details are being worked out by the Industrial Premises Committee. It will be launched in phases to better prepare and attract industrial premises to be part of the Fire Safety Assessment.
18. Recognising the need to impart fire safety knowledge and instill good habits to the children and youths, NFEC will increase its efforts in reaching out to these stakeholders. The Council will increase the number of Fire Safety Assembly Shows to reach out to more primary school students in the year. The shows will also highlight SCDF's Save-a-Life initiative to raise awareness that AEDs will be installed at lift lobbies of HDB Blocks and residents are trained to perform CPR and

AED. The Schools and Youth Committee will also be organising a Fire Safety Skit Competition for secondary school students, where participants act out in a skit to highlight fire safety messages to the audience.

19. In the face of a small membership pool, the Council will be reviewing and revising the existing membership system. The main aim of this revision is to expand the membership pool to achieve greater access to resources for the furtherance of NFEC's mission in promoting fire prevention and civil emergency preparedness.
20. In conclusion, I would like to thank NFEC Board of Directors and members of the various Committees for their dedication, hard work and commitment and our patrons, partners, 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 2015

# **The Board of Directors 2014 - 2015**

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## **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**



**AC Anwar Abdullah**  
**Executive Director**



**LTC Wesley Lim**  
**Honorary Treasurer**



## COMMITTEES' CHAIRPERSONS



Ms Margaret Heng  
Chairperson  
Commercial premises Committee



Mr Rowan Tan  
Chairman  
Industrial Premises Committee



Mr Raymond Teo  
Chairman  
Housing Premises Committee



Mr Chua Kah Sheng  
Chairman  
Fire Safety Committee for Schools  
& Youth



Mr Markham Shaw Chai Chung  
Chairman  
Fund Raising & Membership  
Committee



COL Abdul Razak  
Chairman  
Publicity Committee

## MEMBERS



Mr John Wu Voon Liang



Mr Khor Thong Meng



Mr Derek Teo



Mr Wang Heh



Mr Steven Chen



Mr Edwin Yap



Dr Poh Poc Huck



Mr Benedict Koh Yong Pheng



Mr Ng Yong Hwee



Mr Seet Choh San



Mr Ong Hwee Liang



Mr Tok Hock Soon



Mr Koh Soon Chuang

# MINUTES OF THE 28<sup>th</sup> ANNUAL GENERAL MEETING OF NATIONAL FIRE AND CIVIL EMERGENCY PREPAREDNESS COUNCIL

Held On 30 July 2014 At 1800 hrs At The Furama Riverfront Hotel

## Present:

### Board of Directors:

Mr Alan Loh Peng Leong	Chairman
Mr Mark Shaw	Vice-Chairman
AC Anwar Abdullah	Executive Director
LTC Wesley Lim	Hon Treasurer
COL Abdul Razak	Board Member
Ms Margaret Heng	Board Member
Mr Chua Kah Sheng	Board Member
Mr Benedict Koh	Board Member
Mr Tok Hock Soon	Board Member
Mr Koh Soon Chuang	Board Member
Mr Edwin Yap	Board Member
Mr Khor Thong Meng	Board Member
Mr Ng Yong Hwee	Board Member
Mr Seet Choh San	Board Member
Mr Steven Chen	Board Member
Mr Ong Hwee Liang	Board Member

### SCDF

Comr Eric Yap	Commissioner SCDF
And 20 Others	

## Chairman's Address

1. Chairman expressed his appreciation to everyone for taking invaluable time off their busy schedule to attend today's Annual General Meeting.
2. He is delighted to inform the meeting that it was another eventful year for the Council. Working closely with our partners and the SCDF, many meaningful and creative activities were organised with a common aim of promoting fire safety and emergency preparedness in Singapore.
3. Before highlighting on the Council's work plan for the coming year, Chairman re-capped the key activities embarked by the Council in Workyear 2013/2014.

## Report On Work Year 2013/2014

4. One of the NFEC's key activities was the annual Fire Safety Seminar which continues to receive an overwhelming response from the commercial and industrial sectors. The seminar was held at the Marina Bay Sands Convention Centre on 30 April 2013. Jointly organised by the Commercial Premises Committee (CPC) and the Industrial Premises Committee (IPC), the event attracted more than 800 participants comprising Fire Safety Managers (FSM), Fire Safety Practitioners, Company Emergency Response Team (CERT) members as well as those with a role in enhancing emergency response at their workplaces or premises. The theme of the seminar "*Be Responsible: Be Prepared For Emergencies*" served as a timely reminder for companies to be responsible for a fire safe working environment and always be prepared with trained personnel to react responsibly in the event of any emergencies.
5. The annual NFEC Mass Fire Evacuation Drills were held once again in September. The month long event commenced with the first Mass Fire Evacuation Drill on 2 Sep 2013 involving about 800 participants at the Ministry of Manpower (MOM) Services Centre. Staff of MOM and members of the public who were at the Centre, together with the SCDF emergency response specialists, participated in the drill which involved a simulated fire that broke out in the building's staff canteen. For the rest of the month, good responses were received from the industry with 234 premises taking part in evacuation drills, a new record for the event.
6. As part of our on-going efforts to engage the FSMs of shopping malls to promote good fire safety and emergency preparedness practices, regular dialogue sessions were held. The last session, conducted on 29 Aug 2013 at Shaw Centre saw the participation of 40 FSMs. It was a lively and engaging session as officers from the SCDF presented key inspection findings, cases of non-compliances and lessons from fire incidents involving shopping complexes. This was complemented by a sharing session of the best practices from FSMs.
7. In promoting fire safety in the commercial and industrial premises, the inaugural Prevention of Electrical Fires Workshop was organised at the HQ SCDF Auditorium on 19 March 2014. The event attracted 200 participants comprising FSMs, engineers, maintenance crew and technicians. The workshop strived to create fire safety awareness and sharing of preventive measures on electrical fires for Commercial and Industrial Premises. A total of 4 papers were presented at the

workshop with speakers from the SCDF, Energy Market Authority (EMA) and Quality Power Management Pte Ltd. A lively discussion took place during the brainstorming session with many participants sharing their experiences and offering practical solutions for incidents covered in the case studies.

8. A significant milestone was achieved in the last work year when the NFEC, in partnership with the SCDF and People's Association, launched the inaugural National Civil Emergency Preparedness (NCEP) Award during the SCDF Workplan Seminar on 19 April 2013. Launched by DPM Teo Chee Hian, the national-level NCEP Award has replaced the Fire Safe Constituency Award. The NCEP Award encourages and incentivises the grassroots leaders, particularly the Community Emergency and Engagement (C2E) committee members, to be Emergency Preparedness (EP) advocates, acting as catalysts to impart and promote EP knowledge and skills to residents at each constituency. By instilling the value of self-help amongst the residents, they would take greater responsibility and pride in ensuring a fire-safe and EP ready environment for Singapore.
9. The Digital Photography Competition 2013 is yet another NFEC initiative which has provided students and youths with a creative platform to express their ideas on Fire Safety and Civil Emergency Preparedness. A total of 104 entries from Secondary Schools and 48 entries from the ITEs and Polytechnics were received. Through digital photography, we were able to engage participants in the planning, development and transformation of their ideas, from the initial conceptualisation to the final visual product. This has allowed learning to take place in a fun yet effective manner while the key messages on fire safety and emergency preparedness are reinforced deeply in them. The winning entries were digitally exhibited at Canberra Secondary School with Chairman NFEC, Mr Alan Loh gracing the event on 27 Sep 2013.
10. The Council also engaged the lower and upper secondary students in both fire safety and emergency preparedness, by organising an art competition from Apr to Jun 2013. A total of 48 entries from 12 schools were received for the competition. The judges were impressed with the high quality of work and creative efforts of the pupils. All the art works have been digitalised for compilation into the NFEC annual calendar.
11. In the area of fund raising, a charity premiere show 'Out of Inferno' was screened on 30 Sep 2013 at Lido theatres 1, 4, and 5. Graced by COMR Eric Yap, Commissioner SCDF, the show was well received with a healthy turnout, especially when the two lead actors from Hong Kong were invited to grace the opening of the show in Singapore. The event raised \$50,000 for the NFEC through the sale of tickets.

## **Plans For Work Year 2014/2015**

12. There are many plans and activities slated for the Work Year 2014/2015 and he highlighted a few key events.
  - a) **NFEC Appreciation Nite 2014**  
In recognition of the unwavering support rendered by our partners to NFEC, an Appreciation Nite will be held on 30 Jul 2014 and it will be graced by Mr S Iswaran, Second Minister



for Home Affairs, and Minister of Trade and Industry. For the first time, the event will incorporate the presentation of three categories of CD Ready Awards. For the CD Ready Work Places category, the 'Fire Safety Award' (FSA) will be given out to the commercial premises that have achieved commendable standard in fire safety while the 'Fire Safety Excellence Award' (FSEA) will be presented to those with exemplary standard in fire safety. At the community level under the CD Ready Home category, the inaugural National Civil Emergency Preparedness (NCEP) Award will also be given to the constituencies. Of the 87 constituencies across the island, 55 attained the bronze award, 27 the silver award, and 5 the pinnacle gold award for ensuring fire-safe and EP ready constituencies. Finally, a total of 11 primary and secondary schools are awarded the CD Ready School Award under the CD Ready School category.

**b) The Emergency Preparedness Centre**

The SCDF's Emergency Preparedness Centre (EPC) which is located at the Central Fire Station in Hill Street is scheduled to be opened in early 2015. The EPC, substantially sponsored by the NFEC, is equipped with a slew of multi-media gadgets and software to enable members of the public to have near realistic virtual engagement as well as physical hands-on experience on fire safety and life-saving skills. One of its signature highlights is the intriguing i-Cube system which allows participants to have an immersive 3-D virtual learning experience on natural disasters. The NFEC Council members had a glimpse of the EPC and we can attest to its highly creative and high-tech means of imparting EP knowledge and skills.

**c) Fire Safety Asia Conference 2014**

The second Fire Safety Asia Conference will be held at the Singapore EXPO from 10 to 12 September 2014. This conference is targeted at bringing the fire safety practitioners from the Asia Pacific region together to discuss and share best practices in fire safety and disaster management. There will be 16 distinguished speakers at the conference with the President of NFPA and the London Brigade Fire Chief as the keynote speakers. This prestigious event is also jointly held with the NFEC Annual Fire Safety Seminar and the Singapore-Global Fire Fighters and Paramedics Challenge 2014.

**d) Membership Drives**

An area in which the Council is keen to expand and develop relates to its membership. The NFEC's Fund Raising and Membership Committee will focus in enhancing the incentives and benefits for new members and in making the membership package more attractive. The Committee will also consider adopting the Corporate Social Responsibility (CSR) approach to encourage more partners with NFEC as well as developing logos to recognise corporate members. This will gradually translate to a larger base of supports to promote the Council's altruistic mission.

13. In conclusion, he extended his heartfelt appreciation to the NFEC Board of Directors and members of the sub-committees for their strong sense of volunteerism and commitment and

also to all our patrons, members, friends and well-wishers for their unreserved support and encouragement. Special mention goes to our outgoing Council members: Mr Mike Chan, Mr Seah Tjun Min, Mr Chiew Nguang Yong, Mr Low Teck Lye, Mr Loh Leong Beng, Mr Andrew Lim and Mr Karthikeyan for their relentless contributions and great team work all these years. Last but not least, our special gratitude to Comr Eric Yap, Commissioner SCDF, for his guidance and advice to the NFEC Board of Directors and not forgetting his team of dedicated SCDF staff, for their strong support to the NFEC.

### **Confirmation Of Minutes Of Meeting**

14. The minutes of 27<sup>th</sup> AGM held at the Furama Riverfront hotel, Singapore on 14 August 2013 was proposed for adoption by Mr Khor Thong Meng and seconded by Mr Edwin Yap.

### **Annual Report 2013/2014**

15. The meeting approved the NFEC Annual Report for WY 2013/2014. Mr John Wu and Mr Benedict Koh proposed and seconded to accept the report respectively.

### **Approval Of Financial Statements For The Year Ending 31 Mar 2014**

16. The accounts audited by Cypress Singapore PAC for the year ending 31 Mar 2014 were accepted and approved at the meeting. Mr Ng Yong Hwee proposed to accept the financial report with Mr Steven Chen seconded it.

### **Conclusion**

17. There being no other matters, the meeting ended at 1835 hrs. All members adjourned to the NFEC Appreciation Nite and Awards Ceremony.

**Prepared by** : **Mr Zee Chung Wei**  
**Admin Executive, NFEC**

**Vetted by** : **AC Anwar Abdullah**  
**Executive Director, NFEC**

**Approved by** : **Mr Alan Loh Peng Leong**  
**Chairman, NFEC**

**Date** : **7 Aug 2013**

# Industrial Premises Committee

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<b>Chairman</b>	:	Mr Rowan Tan	
<b>Vice-Chairman</b>	:	Mr Edwin Yap	
<b>Secretary</b>	:	CPT Yap Tzyy Kae	
<b>Assistant Secretary</b>	:	WO2 Mohamed Shariff Bin Syed	
<b>Members</b>	:	Mr Abdul Rahman Bin Mohd Yatim	Mr David Goh
		Mr Ong Pak Shoon	Mr Tan Gim Sun
		Mr Chew Siang Heng	Mr Steven Teo
		Ms Lim Seow Ling Linda	Mr Peter Ho
		Mr Tan Ann Kiong	

## Introduction

Work Year 2014/2015 was an eventful year for the Industrial Premises Committee. The Committee organised several events aimed at supporting the objectives of the Council, as well as meeting the goals of promoting fire safety and enhancing civil emergency preparedness standards for industrial premises throughout the year.

## Distribution Of Fire Safety Posters

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 organisations such as FSMAS, SISO, HDB, as well as by SCDF officers performing fire safety and enforcement checks on industrial premises. Posters were also distributed at IPC organised events.

## Waste Management Forum 2014

The inaugural Waste Management Forum was held at the Civil Defence Academy on 20 May 2014. The event was jointly organised by 4th SCDF Division and NFEC's IPC. It attracted more than 140 participants from the various waste management facilities, representatives from the Waste Management and Recycling Association of Singapore (WMRAS), Workplace Safety and Health Council (WSHC) and Singapore Institution of Safety Officer (SISO). Topics such as past incidents involving hazardous waste facilities, common enforcement findings at waste collection facilities, P&FM licensing requirements and best practices & good housekeeping were covered at the forum by NEA, MOM & SCDF.

## NFEC Fire Safety Seminar 2014

The annual Fire Safety Seminar was held at the Singapore Expo on 10 September 2014. The Industrial Premises Committee and the Commercial Premises Committee (CPC) worked hand-in-hand to organise and ensure success of the event. The event attracted more than 800 participants comprising

of Fire Safety Managers (FSM), Community Emergency Response Team (CERT) members, as well as those with a role in enhancing emergency response in their respective premises. The theme of the event *“Fire Safety & Emergency Management: The Way Forward”* served as a timely reminder for premises to be pro-active in dealing with fire safety related issues and emergency before it happens.

## **Mass Fire Evacuation Drills 2014**

The aim of the Mass Fire Evacuation Drill is to better prepare our workforce in responding to emergency situations. On 3 September 2014, NFEC and SCDF successfully launched the NFEC Mass Fire Evacuation Drills 2014 at Jurong Point Shopping Centre. This was the 1st time in NFEC’s history that a fire evacuation drill was conducted in a shopping centre during operating hours. Despite the inconvenience caused to tenants and shoppers, they participated and took it positively.

Companies were also encouraged to conduct their own Fire Evacuation Drills at their own premises in the month of September. Through such drills, member of public would be better prepared to respond to emergency situations, which would in turn increase their chance of survival in times of adversity. A total of 71 industrial premises took part and they were awarded a Certificate of Participation from NFEC.

## **JTC Safety And Security Event**

In collaboration with JTC Corporation, the Safety and Security Event was held at Ayer Rajah Amenity Centre on 19 March 2015. SCDF and SPF supported the events with activities such as a crime prevention exhibition, CPR & AED hands-on session and fire extinguishers hands-on session. The event was well-received with about 100 tenants attending.

## **Dialogue Session with FSMs and Safety Officers**

A dialogue session with the FSMs and Safety Officers was held on 29 Jan 2015 at HQ SCDF. Participants from FSMAS and SISO participated actively in the dialogue session. SCDF’s Fire Investigation Unit shared the fire statistics for the 1st half of 2014 while SCDF’s Central Enforcement Department shared the common fire safety non-compliances. The session ended with a Questions and Answers session where participants had their queries answered and clarified.

## **Electrical Fire Workshop**

Due to the overwhelming response for the 1st ‘Prevention of Electrical Fire Workshop’, IPC together with CPC organised the 2nd run and it was held on 8 May 2014 with support from SCDF, EMA and Industry partners. The workshop was held at Furama Riverfront Hotel. The event was targeted at all FSMs, Engineers, Safety officers and Technicians/Maintenance Crews from the Industrial and Commercial premises.

The following papers were presented:

- 1) “Fire Statistics on Electrical Fires”
- 2) “Case Study on Electrical Fire Incident”



3) “Understanding Electricity Act and Regulations “

4) “Observing Electrical Safety in Workplaces”

The workshop ended with an enriching and interactive Question and Answer session.

## **Moving Forward**

In the coming Work Year 2015/2016, IPC will continue to strengthen 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 practices and useful tips through various channels, such as our member associations and during key NFEC events.

IPC is also organising the annual Fire Safety Seminar 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 reach out to more of the industries and enhance overall fire safety and civil emergency preparedness standards. IPC is targeting to launch the Fire Safety Award for Industrial premises in the new Work Year. The Fire Safety Award for Industrial premises recognises premises that have achieved certain standards of fire safety, and would serve as a testimony of the participating organisation’s deep-rooted commitment towards maintaining a high standard of fire safety.

# Commercial Premises Committee

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<b>Chairperson</b>	:	Ms Margaret Heng
<b>Vice-Chairman</b>	:	Mr John Wu
<b>Secretary</b>	:	CPT Lim Wee Siang / CPT Soh Shuyun (Incoming)
<b>Asst Secretary</b>	:	WO Md Ridzal MD Hussein
<b>Member</b>	:	Mr Benedict Koh Mr Seet Choh San

## Introduction

The mission of Commercial Premises Committee (CPC) is to promote fire safety and civil emergency preparedness in all commercial premises such as hotels, high-rise office buildings, shopping complexes, retail outlets and hospitals in Singapore. As part of CPC's continued efforts to engage the commercial premises in fire safety and civil emergency preparedness, the following key events were held in Work Year 2014/2015.

## Fire Safety Seminar 2014

The annual Fire Safety Seminar was held on 10 Sep 2014 at Singapore Expo. The Commercial Premises Committee (CPC) and the Industrial Premises Committee (IPC) jointly-organised the event with success which saw more than 800 participants comprising Fire Safety Managers (FSM), Fire Safety Practitioners, Community Emergency Response Team (CERT) members, as well as those with a role in enhancing emergency response at their respective workplaces or premises. The theme of the seminar **"Fire Safety And Emergency Management: The Way Forward"** served as a strong reminder for the companies to remain actively involved in the planning, training and managing of fire safety and emergencies matters so as to be better prepared in times of emergencies.

A total of five papers were presented during the seminar; with speakers from the SCDF, London Fire Brigade, and Octis Technology Pte Ltd. The seminar ended with a Q & A session chaired by CPC Vice-Chair, Mr John Wu.

## Dialogue for the Fire Safety Managers of Shopping Complexes

This is an initiative by CPC that started in Work Year 2009/2010 to rally the FSMs of all Shopping Complexes and to engage them via a common platform to promote good fire safety and emergency preparedness practices. The session served to provide an opportunity for the FSMs of Shopping Complexes to interact with NFEC representatives and SCDF officers to address any concern they may have in carrying out their duties.

The dialogue session attended by about 40 FSMs from various shopping complexes was held on 22 Jan 2015 at Shaw Centre. Officers from SCDF presented on key inspection findings, non compliances and case studies involving shopping complexes. The event was signed off with a dialogue cum sharing session where many FSMs shared their best practices, experiences and occurrences at their workplaces.

## **Dialogue with Coffeeshop/Eating House Operators**

The dialogue session with Coffeeshop/Eating House Operators is a new initiative for WY13/14 by the CPC to deliver specific fire safety information and provide opportunities for the exchange of information with NFEC and SCDF. The first ever dialogue saw 80 participants attending the session which was held on 23 April 2014 at Foo Chow Building. During the dialogue session, actual fire incidents & fire safety non compliances involving Coffeeshops and Eating houses were shared by SCDF Officers with the participants.

In addition to providing invaluable learning points on recent cases of fires, updates on the best fire safety and emergency preparedness practices, this dialogue session serves also as a good platform for all participants to make contacts and network with fellow coffeeshop operators on the best practices on fire safety. The dialogue was signed off with an interactive dialogue cum sharing session where many operators shared their best practices, experiences and occurrences at their workplaces.

## **Mass Fire Evacuation Drill 2014**

The annual NFEC Mass Fire Evacuation Drills (MFED) was held once again in September 2014 where commercial and industrial buildings / owners were invited to conduct evacuation drills at their premises in a month-long drive held in September. The month long NFEC event was launched with the conduct of the first Mass Fire Evacuation Drill at Jurong Point Shopping Centre involving more than 2,000 participants comprising tenants and members of the public, making it one of the biggest launch ever.

The tenants and members of public, together with SCDF participated in the drill which involved a simulated fire set by an arsonist that broke out at one of the building's restaurants. It was a unique one for this year's MFED launch as the drill took place during the shopping centre's business hours. This helped value-add to the experience as tenants and shoppers were able to learn first-hand on what to do in an emergency, and also better know Jurong Point's evacuation route.

In total for 2014, 120 premises took part in the MFED. The event culminated with the presentation of Certificate of Participation by Mr Alan Loh, Chairman NFEC to Mr Kelvin Goh, Operations Director Starmall Property Management Pte Ltd (For Jurong Point Shopping Centre). At the end of the evacuation drill, SCDF Officers highlighted the positive points observed as well as sharing of key learning points with its FSM and employees with the key objective to further enhance their existing evacuation procedures.

## **Quarterly Dialogue with Hotel FSMs**

The regular dialogue sessions drew participation from FSMs and relevant staff from the hotel industry in Singapore. SCDF officers were also invited to provide clarification on issues and queries relating to fire safety put up by the participants. NFEC (CPC) continued its partnership with the Singapore Hotel Association (SHA) through these regular meetings with FSMs from hotels. Through the forum, key safety messages, initiatives, developments and actual fire incidents involving hotel premises were shared among the hotel FSMs. The meetings also provided a platform for the FSMs to network and share the best fire safety practices.

## **NFEC Fire Safety Award 2013/2014**

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 2013, 43 premises were awarded the Fire Safety Excellence Award while another 45 premises achieved the Fire Safety Award. All winners were invited to attend the NFEC Appreciation Night held on 30 July 2014 and were presented with their certificates during then for their achievements.

## **NFEC Prevention of Electrical Fires Workshop**

The NFEC Prevention of Electrical Fires Workshop was organised by NFEC, with the strong support from the SCDF, aimed at preparing and equipping participants with the knowledge and skills to handle emergencies on electrical fires and crises at the workplace. It was held at the HQ SCDF Auditorium on 8 May 2014. 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 about 200 participants comprising FSMs, engineers, maintenance crew and technicians.

## **SMRT Fire Safety Briefing 2014**

To raise fire safety awareness among the SMRT tenants, NFEC, SCDF and the 1st SCDF Division, and SMRT came together to conduct its first ever collaboration with SMRT. Held on 29 September 2014 at SMRT’s Headquarters in North Bridge Road, the workshop saw more than 80 participants comprising of tenants operating within SMRT premises which comprises F & B, clinics, retails shops, etc.

Besides sharing fire safety tips, there was a Q&A session facilitated by CPC Vice Chair, Mr John Wu where the tenants could get their doubts cleared on what constituted a fire safety violation. The Commercial Premises Committee also used the workshop to impart to the audience some firefighting skills, such as the use of a fire extinguisher. With these basic skills and fire safety knowledge, they will be better prepared in the case of a fire outbreak.

## **NFEC-GIA Fire Seminar 2014**

The NFEC-GIA Fire Seminar 2014 jointly launched by the SCDF and the NFEC was held at the Capital Tower on 22 July 2014. The half-day seminar was designed for GIA association members and the target audience comprised general insurance underwriters, loss adjusters, brokers and claims agents.

The main objective of the seminar was to enrich the practitioners’ knowledge on the insured fire peril. It also aimed to give participants a better understanding of real case studies of fire incidents in workplaces and fire safety precaution measures in Singapore. The event ended with a Question & Answer session where participants discussed and interacted with the speakers.



## Moving Forward

In Work Year 2015/2016, the CPC will continue with its mission to enhance fire safety at the workplace and 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. 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 commercial premises in Singapore.

# FIRE SAFETY COMMITTEE FOR SCHOOLS & YOUTH

## Committee Members:

<b>Chairman</b>	:	Mr Chua Kah Sheng
<b>Vice-Chairman</b>	:	LTC Bob Tan
<b>Secretary</b>	:	CPT Hobart Lee
<b>Assistant Secretary</b>	:	SWO2 Rafidah Ibrahim
<b>Member</b>	:	Mr Jeffrey Quek

## 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 in 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, and the sustainability of students' interest are key considerations for the Committee's choice of activities. The activities are also aimed at promoting creativity and bonding amongst the students.

## NFEC Fire Safety Assembly Show

Since 2012, the Committee has been working with Magic Avenue to produce a skit incorporating key messages on fire safety and emergency preparedness to primary schools nationwide in a fun and interesting manner. Titled "Ever Ready For Emergencies", the assembly show, which features NFEC mascots, Impy and Misty provides a creative and interactive platform to convey key emergency preparedness messages on fire safety to students.

The important messages conveyed in the show are:

- **Fire Prevention** – Fire safety and prevention
- **Peacetime Emergency** – Safety procedures for lightning, power outages and tremors
- **Emergency Numbers** – Essential emergency contact numbers, and the appropriate use of Emergency Services.

## National Schools' Digital Media Competition

The National Schools' Digital Media Competition (NSDMC) 2014 was jointly organised by SCDF, NFEC and ITE College Central in partnership with the Ministry of Education (Arts Education Branch), Elchemi Education Pte Ltd and the Singapore Discovery Centre.

The NSDMC 2014, opened to both Primary and Secondary Schools, provides an opportunity for students to creatively conceptualise and frame important Emergency Preparedness messages through utilizing the digital media platforms, namely, digital art posters (primary schools) and e-Books (secondary schools). Primary school participants designed digital posters on either of the two topics: Drive With A Heart – Give Way to Emergency Vehicles and the *Appropriate Use of Emergency Ambulance Services*.

Secondary School participants designed e-Books on *Preventing Rubbish Chute Fires, Discarded Items Fires and Unattended Cooking Fires*.

The winners of NSDMC 2014 are:

#### **Primary School Category**

Prize	Student Name	School
1 <sup>st</sup> Prize	Teoh Yong Han	West Grove Primary School
2 <sup>nd</sup> Prize	Celest Lim	St. Anthony's Primary School
3 <sup>rd</sup> Prize	Muhammad Aiman Bin Mohammad Nizam	Chongzheng Primary School

#### **Secondary School Category**

Prize	Student Name	School
1 <sup>st</sup> Prize	1. Siti Nurbaya 2. Venus Foo Hui Shi 3. Oh Swee Leng Valerie 4. Yang Junji	Loyang Secondary School
2 <sup>nd</sup> Prize	1. Tan Pei Si 2. Wong Shi Qi Joy 3. Tan Pei Qi 4. Ong Li Ying Mazel	Paya Lebar Methodist Girl's School (Secondary)
3 <sup>rd</sup> Prize	1. Andrew Chew Wen Jing 2. Chong Zhi An Jaymus 3. Chong You An Jayson 4. Sin Jun Ming Xavier	Greendale Secondary School

### **NFEC-NCDCC Inter-Unit Quiz**

The Committee and the National Civil Defence Cadet Corps (NCDCC), co-organised the NFEC-NCDCC Inter-Unit Quiz in 2014. The event was conducted at the Home Team Academy (HTA) on 1 Aug 2014. Through a fun and challenging competition, this Inter-Unit Quiz aims to create a greater awareness amongst NCDCC cadets in promoting fire prevention and civil emergency preparedness to make Singapore safe and secure.

The top 3 winners of the competition are:

Award	School
Champion	Anglo-Chinese School (Independent)
1 <sup>st</sup> runner-up	St. Hilda's Secondary School
2 <sup>nd</sup> runner-up	Temasek Secondary School

### **Junior Civil Defence Lionhearter Challenge**

Positioned as one of the key school engagement programmes to commemorate Total Defence Day, the Junior Civil Defence (CD) Lionhearter Challenge was held at the Singapore Discovery Centre

on 14 Feb 2015. Following the success of the inaugural challenge in 2014, 2015's challenge featured a new family component which involved family members participating in the Emergency Preparedness (EP) challenge alongside the Junior CD Lionhearers. Each team of nine participants comprised three Junior CD Lionhearers, together with each of their respective adult family members between the age of 18 and 50, NCDCC Cadet Lieutenants, CD Lionhearers and Civil Defence Auxiliary Unit (CDAU) volunteers. The involvement of family members in the fun-filled EP challenge served to encourage the parents/adults to learn vital life-saving skills from their young kindred and also enabled them to better appreciate the role of the latter as champions of EP in schools and beyond.

School teams pitted their skills and wits for a morning of fun and knowledge in SDC where they applied their proficiency in first aid, fire safety and knowledge to Total Defence. Each school team was mentored by a CD Lionhearer. The challenge involved the teams completing various skill sets/tasks at nine zones, all of which were focused towards reinforcing the values of each of the five key pillars of Total Defence.

The top three winning schools of the Junior CD Lionhearer Challenge 2015 are:

Award	School
Champion	Xishan Primary School
1 <sup>st</sup> runner-up	Gongshang Primary School
2 <sup>nd</sup> runner-up	Woodgrove Primary School

## Future Plans

The Committee will continue to stage the Fire Safety Assembly Show to reach out to more primary school students on fire safety and civil emergency preparedness messages. The show will also highlight SCDF's Save-a-Life Initiative to create awareness that AEDs will be installed at lift lobbies of HDB Blocks and residents are trained to perform CPR and AED.

The Committee will also be organising a Fire Safety Skit Competition for secondary school students, where participants act out in a skit to highlight fire safety messages to the audience.

NFEC is committed to educating and offering lifesaving skills and programmes to enhance the youths in identifying potential fire hazards and equipping them with emergency preparedness awareness.



# Publicity Committee

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<b>Chairman</b>	:	COL A. Razak Raheem
<b>Secretary</b>	:	LTA Ron Chua
<b>Asst Secretary</b>	:	SSG Ong Lu Lu
<b>Member</b>	:	LTC Leslie Williams

## The NFEC Publicity Committee

The NFEC Publicity Sub-Committee manages the publicity and media coverage for NFEC events and activities with the aim of raising the NFEC's profile and more importantly, to promote community emergency preparedness among the populace. In addition, the Publicity Committee assists to prepare speeches and invites for special guests officiating at the NFEC events. The highlights of the key activities by the Publicity Committee in the last work year are as follows:

### NFEC Appreciation Nite 2014 on 30 July 2014 at Furama Riverfront Hotel

The Committee invited Mr S Iswaran, Minister in Prime Minister's Office, Second Minister for Home Affairs and Trade & Industry as Guest-of-Honour. In addition to designing the event backdrop, the Sub-Publicity Committee invited and managed the local media to cover the event as well as interview the award winners.

### Mass Fire Evacuation Drill launch on 4 September 2014 at Jurong Point Shopping Mall

The launch was the largest NFEC mass fire evacuation drill with about 2000 staff and members of public taking part. The Committee invited the local media and it was positively covered with prominent articles in The New Paper and Lianhe Zaobao.

### Singapore-Global Firefighters and Paramedics Challenge 2014 and LifeSavers Connect 2014 on 12 and 13 September 2014

The events organized by SCDF and supported by NFEC saw 19,000 visitors and even made it to the Singapore Book of Record for the largest demonstration on the use of "bandage in first aid". Publicity announcements on the event was jointly organized by SCDF and NFEC Committee and included radio advertisements, posters, train stations' door print advertisement and e-banners in the online media such as Youtube and Google.

## **Fire Safety Asia Conference (FiSAC) 2014 and FiSAC Gala Dinner on 10 September 2014**

Mr Masagos Zulkifli, the then Senior Minister of State for the Ministry of Home Affairs and Ministry of Foreign Affairs was Guest-of-Honour FiSAC and the local media was invited to cover the conference opening.

The Committee, in consultation with NFEC, conceptualised the theme of the seminar “Fire Safety And Emergency Management: The Way Forward”. The theme aims to reinforce the need to ensure that fire safety and emergency management standards keep pace with the growing economies and changing landscapes in Singapore and the rest of Asia.

The FiSAC Gala Dinner, held at the Marina Bay Sands Expo & Convention Centre, was graced by Mr Vikram Nair, Member of the Government Parliamentary Committee for Home Affairs and Law. He presented the inaugural Fire Safety Design Excellence (FSDE) Award to several winners. The FSDE Award was designed by the Committee.

## **8<sup>th</sup> NFEC Charity Golf Tournament 2014 on 14 November 2014**

Mr S Iswaran, Minister in Prime Minister’s Office, Second Minister for Home Affairs and Trade & Industry was invited by the Committee to grace the event.

Other than designing the tournament’s publicity poster, the Committee also designed the event standees and banners. Newsflashes were also issued to publicise the event.

## **Release of SCDF Fire and Ambulance Statistics 2014 on 30 January 2015**

The Committee utilized the media coverage on the SCDF annual fire and ambulance statistics release to reiterate on the importance for the NFEC to collaborate with the SCDF and its community partners in educating the public on fire preventive measures. These fire preventive messages were well featured by the local print media as well as commercial across selected MediaCorp radio stations during the festive seasons throughout the year.

## **Official launch of the Emergency Preparedness Centre on 2 February 2015**

Launched by Mr Teo Chee Hean, Deputy Prime Minister, Coordinating Minister for National Security & Minister for Home Affairs at Central Fire Station, the Committee invited the local media to cover the launch and also ran exclusive stories on the EPC’s state-of-the art digital exhibitions and its 3-D virtual reality simulators on natural disasters.

## **NFEC Flash Updates**

The Committee had been actively issuing online announcements in the NFEC website. They came with prominent “NFEC Flash Update” e-banner to disseminate up-to-date news, programmes and photos of NFEC-led or NFEC-supported events. These included the fire safety dialogues with key stakeholders, the opening of FiSAC 2014, the NFEC 8th Charity Golf Tournament and the official opening of the Emergency Preparedness Centre. It also featured public advisories such as on how to prevent vehicle fires and household fire safety tips during the festive seasons.

## **Forthcoming activities**

2015 will be an exciting year for Singapore as the nation celebrates her Golden Jubilee. There is a string of publicity line-up as we celebrate this historical milestone and these include the NFEC Challenge Shield for NCDCC and the SGFPC 2015. In addition, the Committee will utilize creative means such as info-graphics to tap on the social media platform to better engage the public in community emergency preparedness.

# Housing Premises Committee

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## Committee Members:

<b>Chairman</b>	:	Mr Teo Swee Heng, Raymond
<b>Vice-Chairman</b>	:	Mr Tok Hock Soon
<b>Secretary</b>	:	CPT Chia Shang Yi
<b>Assistant Secretary</b>	:	WO2 Md Nahar Md Naguib

## 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 organised 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 2014, 61.1% (2888 cases) of the fires were attributed to fires in residential premises. It is encouraging to note that the total number of fires in residential premises saw a decrease over the past 3 years from 3,184 in year 2012; 2,952 in year 2013 and to 2,888 in year 2014. Within 2014, there is also improvement to the statistics of total fires to public residential estates. Comparing the 1st quarter and 4th quarter of 2014, there is a decrease in fires in public residential estates by 18.5% which registered 813 cases and 663 cases respectively. Similarly, fires in private residential estates also saw a dip from 71 cases in the 1st quarter to 43 cases in 4th quarter which translates to an improvement of 39%.

Fires involving discarded items at common areas in HDB estates such as corridors, lift lobbies, staircases and void decks registered a significant drop from 595 cases registered in 2013 to 298 cases in 2014, an improvement of 49.9%. While the drop in the number of discarded items fires is encouraging, however, more could be achieved through joint agency effort to combat cluttering of items along common area and passageways which accounts for 76% of the total fires in public residential premises in 2014. It is also worth noting that unattended cooking cases registered an increase to 106 cases at the last quarter in 2014.

To further reduce the occurrences of rubbish fires, HPC will continue its efforts to reach out to the Town Councils to partake in joint collaborations and projects such as the installation of the Refuse Chute Water Spray System for trial in their precincts as well as Refuse Chute Stickers to advise the heartlanders against acts of carelessness such as not extinguishing lighted cigarettes completely before disposal, disposing flammable materials into the refuse chute and etc.

In the effort to educate the general public and create better fire safety awareness, there were a total of 20 Emergency Preparedness Days conducted in 2014. The outreach programme over the past



year has attracted more than 10,000 residents. These programmes were tailored to achieve specific improvements with emphasis on different aspects of fire safety at different constituencies. For instance, the focus for Pioneer and Macpherson was on obstruction along corridor while over at Radin Mas, the focus was unattended cooking. In addition, SCDF CED will be conducting fire safety talk at the heartlands to raise fire safety awareness and highlighting common fire causes and fire risks around their home.

In partnership with SCDF and People's Association, the national-level NCEP Award encourages and incentivises the grassroots leaders, particularly the Community Emergency and Engagement (C2E) committee members, to be Emergency Preparedness (EP) advocates, acting as catalysts to impart and promote EP knowledge and skills to residents at each constituency. By instilling the value of self-help to the residents, they would take greater responsibility and pride in ensuring a fire-safe and EP ready environment. Each participating constituency will be evaluated on three categories - 'Community Participation', 'Readiness for Emergencies' and 'Network and Collaboration' and constituencies will be awarded bronze, silver or gold award if they satisfy the minimum criteria stipulated. The criteria of the NCEP Award will be reviewed on an annual basis to ensure its relevance and practicality.

## Way Forward

Building on the success of public education and outreach programmes, HPC will continue to enhance its outreach efforts through deployment of collaterals to constituencies with high fire incidence. Such collaterals will come in form of stickers, standees and cartoon strips. HPC will continue to identify the fire-prone constituencies and target its outreach efforts towards specific audience groups via platforms such as Emergency Preparedness Days, community events and seminars, engagement of relevant associations, media, and etc.

Further to HPC's efforts in addressing refuse chute fires, HPC will be encouraging town councils to extend the refuse chute water spray technology to the other estates. More significantly, HPC is working with SCDF to have the Fire Code amended for all existing and new residential blocks mandatorily to have this new technology.

HPC will partner Building Research Institute of HDB and City Gas to further develop the winning prototypes of the Cool ideas competition and pilot the prototypes for implementation and evaluation. The pilot project will be sponsored by City Gas.

Going forward, HPC will continue to support the Council in achieving its mission by improving the fire safety awareness as well as emergency readiness level of residential premises through the initiatives and programmes undertaken by HPC. Residents will also be encouraged to take on the role as fire warden and fire safety advocate in their respective blocks. This will foster greater community cooperation and involvement in times of emergency. HPC will also continue to perform analysis on emerging fire trends and devise appropriate strategies and targeted action plans to address the areas of concerns in collaboration with HPC's strategic partners.

# Highlight Of Activities For WY 14/15



## NFEC Appreciation Nite & Fire Safety Award Ceremony



## Fire Safety Asia Conference 2014 (FiSAC 2014)





NFEC 8<sup>th</sup> Charity Golf Tournament (14 Nov 2014)



Mass Fire Evacuation Drill (3 Sep 2014)



NFEC Fire Safety Seminar 2014

# Fund Raising and Membership Committee

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<b>Chairman</b>	:	Mr Markham Shaw
<b>Vice-Chairman</b>	:	Mr Ng Yong Hwee
<b>Members</b>	:	LTC Wesley Lim Mr Steven Chen Mr Derek Teo
<b>Secretary</b>	:	MAJ Abdullah B Abu Bakar Bafadhal
<b>Assistant Secretary</b>	:	SWO Masnita Bte Rahmat

## 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, charity golf tournaments and donation draws are organised 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 2014/15, the FRMC conducted a highly successful fund-raising drive.

## 8<sup>th</sup> NFEC Charity Golf Tournament

The Charity Golf Tournament is one of our avenues in raising financial resources. It is also an opportunity to expand the NFEC family to our corporate partners who are keen in spreading fire safety and civil emergency preparedness messages.

The 8th NFEC Charity Golf Tournament was held at Orchid Country Club on 14th November 2014 which saw the participation of more than 140 golfers. The event was graced by Mr S Iswaran, Minister in Prime Minister's Office and 2nd Minister for Home Affairs and Trade & Industry. The event commenced at 12.30 pm with the registration of golfers followed by a light buffet lunch at Vanda Terrace of Orchid Country Club. The energized golfers then proceeded to the start point to have a photo-taking session before Mr S Iswaran flagged off the start of the tournament at 1.15 pm which lasted till about 6.30 pm.

After a long and enjoyable game amidst the good weather, the golfers proceeded to Emerald Suite to enjoy a networking dinner and prize-giving ceremony. The dinner, which commenced at 7.30 pm, began with a thank you speech by Mr. Markham Shaw, Fund Raising Committee Chairman for NFEC. The prize ceremony involved prizes presented to the top 5 golfers of the golf tournament as well as 5 prizes for the novelty winners: Nearest-to-Pin and Nearest-to-Line. With the tremendous support from the



corporate sponsors, this edition of golf tournament also featured a total of over 80 lucky draw prizes, which left many smiling as they left the club. The day-long, exciting NFEC Golf Charity Tournament came to a close at 9 pm. A resounding total of over \$90,000 was successfully raised from this charity, in support of NFEC's main mission in promoting fire safety and civil emergency preparedness in Singapore.

## **Revision to Existing Membership System**

In the face of a waning membership pool, the Board of Directors has started discussing on possible revisions to the existing membership system. The main aims of this revision are to expand and extend the membership pool, so as to be able to achieve a greater access to resources for the furtherance of the NFEC's mission of promoting fire prevention and civil emergency preparedness.

There is a general intention for the Board to move away from having members that pay subscription fees, and towards having "partners" who will be united with a common mission of enhancing fire and civil safety in Singapore. By ceasing to collect subscription fees, the NFEC hopes to be able to be more attractive to potential partners. Through the revision, the NFEC also hopes to be able to be more selective of partners, so as to be able to work with the correct stakeholders, with whom it can best fulfil its mission.

## **Membership Incentives**

In recognition of their commitment and contributions, all members are eligible to utilise 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 its signature annual NFEC Charity Film Premiere in WY 2015/16. The Committee will continue to seek new members to join the Council as either individual or corporate members. In this regard, the Committee will be adopting a two-pronged approach to increase the corporate membership status within NFEC.

Firstly, the committee will work to enhance the offers in incentives/benefits and make the package more attractive. For instance, the committee is reviewing on the prospects of waiving the fees for members who are attending NFEC's seminars. Secondly, the committee will adopt the Corporate Social Responsibility (CSR) approach and encourage partnerships from the various NFEC platforms as well as developing seal/logos to recognise corporate members. This will gradually translate to a larger base of people 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

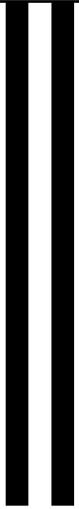
- Membership in NFEC has its rewards and all corporate and individual members of the council can look forward to the following benefits:-
- Members will be issued with a Certificate on signing up.
- Members will be able to promote public awareness and concerns about outbreaks of fire and to secure co-operation 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.

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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 2015**

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**STATEMENT BY DIRECTORS**

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 2015 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 BOARD



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ALAN LOH PENG LEONG  
Chairman



---

WESLEY LIM CHERN CHOONG  
Honorary Treasurer

Singapore, - 9 JUN 2015



**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 ("the Council"), which comprise the statement of financial position as at 31 March 2015, statement of comprehensive income, statement of changes in accumulated fund 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 Council as at 31 March 2015 and the results, changes in accumulated fund and cash flows of the Council 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 2015 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.

During the course of our audit, nothing came to our attention that caused to believe that:

- a) the council did not comply with the requirements of Regulation 15 (fund-raising expenses) in the Charities (Institutions of Public Character) Regulations.
- b) that the donation monies have not been using in accordance with the objectives of the Council as an institution of a public character.



CYPRESS SINGAPORE PAC  
Public Accountants and  
Chartered Accountants  
Singapore

Date - 9 JUN 2015

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

**STATEMENT OF FINANCIAL POSITION AS AT 31 MARCH 2015**

	Note	2015 SGD	2014 SGD
ACCUMULATED FUND	3	<u>1,535,623</u>	<u>1,392,810</u>
Represented by:			
PLANT AND EQUIPMENT	4	-	-
INVESTMENTS	5	754,312	756,207
CURRENT ASSETS			
Prepaid operating expenses		243	-
Cash at bank and on hand		790,327	643,694
		<u>790,570</u>	<u>643,694</u>
Less:			
CURRENT LIABILITIES			
Accrued operating expenses		9,259	7,091
		<u>9,259</u>	<u>7,091</u>
NET CURRENT ASSETS		781,311	636,603
		<u>1,535,623</u>	<u>1,392,810</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 2015**

	Note	2015 SGD	2014 SGD
<b>REVENUE</b>			
Donation received- tax exempt		134,800	131,000
Donation received- non tax exempt		1,500	-
Fire Safety Seminar		150,085	144,181
Fire Safety Award		-	7,040
Fire Safety Exhibits		2,928	-
Fire Safety Orientation Toolkits		-	30
NFEC Appreciation Night		50,630	-
NFEC Workshop on Prevention of Electrical Fire		12,240	-
NFEC Golf Charity Tournament- tax exempt donation		88,636	-
NFEC Golf Charity Tournament- non exempt donation		18,864	-
Charity Film Premiere- tax exempt donation		-	48,106
Charity Film Premiere- non tax exempt donation		-	14,369
Interest income			
- Deposit with bank		2,715	1,990
- Interest on bonds		18,472	25,442
Other income		23,644	1,501
		<u>504,514</u>	<u>373,659</u>
<b>LESS: OPERATING EXPENSES</b>			
<b>COMMITTEE EXPENSES</b>			
Commercial Premises Committee		(563)	(637)
Fire Safety Committee for Schools & Youth		(29,276)	(31,770)
Publicity Committee		-	(1,574)
<b>PROJECT EXPENSES</b>			
Annual General Meeting		(7,715)	(8,089)
Digital photography competition 2013		-	(3,493)
Fire code seminar		-	(498)
Fire Safety Seminar		(98,617)	(67,123)
Charity Film Premiere		-	(21,835)
NFEC Golf Charity Tournament		(31,471)	-
NFEC Appreciation Night		(46,733)	-
<b>ADMINISTRATIVE EXPENSES</b>			
Employee benefits expense	7	(108,913)	(104,692)
Printing, postage and stationery		(2,349)	(8,541)
Other operating expenses		(36,064)	(12,590)
		<u>(361,701)</u>	<u>(260,842)</u>
<b>SURPLUS BEFORE TAXATION</b>		<b>142,813</b>	<b>112,817</b>
<b>TAXATION</b>	9	<b>-</b>	<b>-</b>
<b>NET SURPLUS FOR THE YEAR</b>		<b>142,813</b>	<b>112,817</b>
<b>OTHER COMPREHENSIVE INCOME</b>			
Items that will not be reclassified to profit or loss		-	-
Items that may be reclassified subsequently to profit or loss		-	-
		<u>-</u>	<u>-</u>
<b>TOTAL COMPREHENSIVE INCOME FOR THE YEAR</b>		<b><u>142,813</u></b>	<b><u>112,817</u></b>

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 2015**

	Accumulated Fund SGD
BALANCE AS AT 1 APRIL 2013	1,279,993
Total comprehensive income for the year	112,817
BALANCE AS AT 31 MARCH 2014	<u>1,392,810</u>
Total comprehensive income for the year	142,813
BALANCE AS AT 31 MARCH 2015	<u><u>1,535,623</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 2015**

	Note	2015 SGD	2014 SGD
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Surplus before taxation		142,813	112,817
Adjustment for non-cash items :			
Interest income		(21,187)	(27,432)
Operating cash flows before working capital changes		121,626	85,385
Prepaid operating expenses		(243)	32,400
Accrued operating expenses		2,168	54
Deferred revenue		-	(7,460)
		1,925	24,994
<b>NET CASH EFFECT OF OPERATING ACTIVITIES</b>		<b>123,551</b>	<b>110,379</b>
<b>CASH FLOWS FROM INVESTMENT ACTIVITIES</b>			
Interest income received		23,582	28,482
Investment in unquoted bond		(250,500)	-
Proceed from redemption in unquoted bond		250,000	-
<b>NET CASH EFFECT OF INVESTMENT ACTIVITIES</b>		<b>23,082</b>	<b>28,482</b>
<b>NET CHANGE IN CASH AND CASH EQUIVALENTS</b>		<b>146,633</b>	<b>138,319</b>
<b>CASH AND CASH EQUIVALENTS AS AT 1 APRIL</b>	6	<b>643,694</b>	<b>505,375</b>
<b>CASH AND CASH EQUIVALENTS AS AT 31 MARCH</b>	6	<b>790,327</b>	<b>643,694</b>

The accompanying notes form an integral part of the financial statements



**NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2015**

**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 Council is an Institute of Public Character from 29 June 2012 to 28 June 2015 (Previously 29 June 2007 to 28 June 2013).

**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 2015 are authorised to be issued on the date of the Statement by Directors.

**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 2014. These new and revised Financial Reporting Standards have no significant effects on the Council's accounting policies used except for:-

Amendments to FRS 32 Offsetting Financial Assets and Financial Liabilities

Amendments to FRS 32 clarify that an entity must currently have a legally enforceable right of set-off if that right of set-off is not contingent on a future event and legally enforceable in all of the following circumstances: (i) the normal course of business; (ii) the event of default; and (iii) the event of insolvency or bankruptcy of the entity and all of the counterparties. An entity shall apply those amendments retrospectively. As this is a disclosure standard, there is no impact on its financial position or financial performance upon adoption of this standards.



## 2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### 2.2 Adoption of new and revised Financial Reporting Standards (continued)

#### Amendments to FRS 36 Recoverable Amount Disclosure for Non-Financial Assets

The amendments to FRS 36 Recoverable Amount Disclosure for Non-Financial Assets restrict the requirement to disclose the recoverable amount of an asset of Cash-Generating Unit (CGU) to periods in which an impairment loss has been recognised or reversed.

The amendments also expand and clarify the disclosure requirement applicable when an asset or CGU's recoverable amount has been determined on the basis of fair value less costs of disposal. As this is a disclosure standard, it will not have any impact on the financial position and performance upon implementing of this amendments.

#### INT FRS 121: Levies

This Interpretation provides guidance on when to recognise a liability for a levy imposed by a government, both for levies that are accounted for in accordance with FRS 37 Provisions, Contingent Liabilities and Contingent Assets and those where the timing and amounts of the levy is certain.

This Interpretation identifies the obligating event for the recognition of a liability as the activity that triggers the payments of the levy in accordance with the relevant legislation. The Interpretation clarifies that 'economic compulsion' and the going concern principle do not create or imply that an event has occurred. The Interpretation will not have any impact on the financial performance or the financial position when implemented.

### 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 19 Defined Benefit Plans: Employee Contributions

The amendments clarify the accounting requirements for contributions from employees or third parties to a defined benefit plan. It differentiate such contributions between linked or not linked to service and whether dependent or independent on the number of years of service. This amendment is unlikely to have any significant impact to the financial position and performance when implemented.

#### Amendment to FRS 16 Property, Plant and Equipment

This amendment simplifies guidance on accounting for revaluation model. When an item of property, plant and equipment is revalued, the carrying amount of that asset is adjusted to the revalued amount. At the date of revaluation, the accumulated depreciation is either adjusted to equal the difference between the gross carrying amount and the carrying amount of the asset after taking into account accumulated impairment losses or eliminated against the gross carrying amount of the asset.

#### Amendment to FRS 19 Employee Benefits

This amendment clarifies that the discount rate used for the post-employment benefit obligations shall be determined at currency level instead of country level.



## 2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### 2.3 Issued but not yet effective Financial Reporting Standards (continued)

#### Amendments to FRS 16 and FRS 38: Clarification of Acceptable Methods of Depreciation and Amortisation

The amendments clarify that revenue-based depreciation and amortisation method is inappropriate. This is because revenue generated by an activity that includes the use of an asset generally reflects factors other than the consumption of the economic benefits of the asset. However, there are some exceptions for intangible assets. Revenue-based amortisation method can be used only when (i) intangible asset is expressed as a measure of revenue; or (ii) when revenue and the consumption of the economic benefits of the intangible asset are highly correlated.

#### FRS 109 Financial Instruments

FRS 109 was introduced to replace FRS 39 in the following three phases:

##### (i) Recognition, classification and measurement of financial assets and liabilities

FRS 109 consists only two broad measurement and classification categories for financial assets i.e. fair value or amortised cost eliminating the existing four categories. Financial assets shall only be measured at amortised cost if:-

- (a) the financial asset is held within a business model whose objective is to hold financial assets in order to collect contractual cash flows and
- (b) the contractual terms of the financial asset give rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding.

On the other hand, the main changes in FRS 109 for financial liabilities relates to the presentation of changes in the fair value. The changes are recognised directly in other comprehensive income and no reclassification to profit or loss unless it would create or enlarge an accounting mismatch in profit or loss.

##### (ii) Impairment methodology

FRS 109 requires entity to recognise loss allowance (impairment) for expected credit losses, as opposed to incurred credit losses under FRS 39. The amount of expected credit losses should be reviewed and updated at each reporting date to reflect the changes in credit risk since initial recognition.

##### (iii) Hedge accounting

FRS 109 introduced a general hedge accounting model that aligns more closely with companies' risk management strategies. The effectiveness test has been replaced with the principle of an "economic relationship" and that retrospective assessment is no longer required. There is also additional disclosure requirement introduced.

#### Amendment to FRS 107 Financial Instruments: Disclosures

The amendments clarify that disclosures not specifically required for interim financial report. It also clarifies whether servicing contracts constitute continuing involvement. A servicer will have continuing involvement if (i) servicing fee is dependent on the amount or timing of the cash flows collected from the transferred financial asset, or (ii) has an interest in the future performance of the transferred financial asset.



## 2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### 2.4 Significant judgments by the directors in applying accounting policies

In the process of applying the council's accounting policies, the directors 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 directors' 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 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.

### 2.7 Plant and equipment and depreciation

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 instalments 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 are 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 carrying amount of an asset is not recoverable, impairment loss is recognised in the statement of comprehensive income.



## 2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### 2.8 Impairment of 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.

### 2.9 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.

### 2.10 Other receivables

Other receivables including non trade receivable from a shareholder 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.

The carrying amount of receivables impaired by non recovery is reduced by an allowance account unless on the date the impairment loss is recognised, the company ascertains the amount to be uncollectible whereby it would be reduced directly. In subsequent periods, when a receivable is ascertained to be uncollectible, it is written off against the allowance account.

Significant financial difficulties of the debtor, probability that the debtor will enter bankruptcy or financial reorganisation, and default or delinquency in payments are considered indicators that the receivable is impaired. Individual receivable is written off when management deems the amount not to be collectible.

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 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. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

### 2.12 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.

### 2.13 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.

### 2.14 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.

### 2.15 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.

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

### 2.16 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)

### 2.17 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.

### 2.18 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 realise 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 SGD	Fire safety robots SGD	Total SGD
<u>Cost</u>			
As at 1 April 2013	12,953	33,935	46,888
Additions	-	-	-
As at 31 March 2014	12,953	33,935	46,888
Additions	-	-	-
As at 31 March 2015	12,953	33,935	46,888
<u>Accumulated depreciation</u>			
As at 1 April 2013	12,953	33,935	46,888
Depreciation charge for the year	-	-	-
As at 31 March 2014	12,953	33,935	46,888
Depreciation charge for the year	-	-	-
As at 31 March 2015	12,953	33,935	46,888
<u>Carrying amount</u>			
As at 31 March 2015	-	-	-
As at 31 March 2014	-	-	-

## 5. INVESTMENTS

	2015 SGD	2014 SGD
Unquoted investment in bonds:		
SMRT bonds with a coupon rate of 1.388% per annum maturing 16.10.2017	250,500	-
UOB bonds with a coupon rate of 4.1% per annum maturing on 3.9.2019	-	251,189
HDB bonds with a coupon rate of 3.14% per annum maturing on 18.3.2021	503,812	505,018
	<u>754,312</u>	<u>756,207</u>

## 6. CASH AND CASH EQUIVALENTS

Cash and cash equivalents stated in the statement of cash flows comprised cash at bank and on hand only.

## 7. EMPLOYEE BENEFITS EXPENSE

	2015 SGD	2014 SGD
Staff salary and bonus	94,359	91,982
Employer's CPF contribution	11,434	9,554
Staff welfare	120	156
Staff transport allowance	3,000	3,000
	<u>108,913</u>	<u>104,692</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 and budgeted by the Board of Directors but not provided for in the financial statements as follows:

	2014/2015 SGD	2013/2014 SGD
Project planned		
Commercial Premises Committee	3,500	4,500
Fire Safety Committee for Schools and Youth	41,000	33,000
Industrial Premises Committee	10,400	5,300
Housing Premises Committee	10,000	15,000
Publicity Committee	1,000	25,500
Secretarial	13,550	8,200
	<u>79,400</u>	<u>91,500</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:

	2015 SGD	2014 SGD
Due within 1 year	1,733	1,733
Due within 2 – 5 years	<u>1,011</u>	<u>2,600</u>

The council leases office equipment under operating lease. The lease has tenure of 5 years with an option to renew the lease on a year to year basis.



## 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's exposure to interest rate risk primarily relates to held-to-maturity investments.

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

Changes in market interest risk of 1% (2014: 1%) on interest bearing financial assets as at the year end will have the effect on the financial statements as follows:

	2015 SGD	2014 SGD
Surplus before taxation	7,543	7,562
Equity	-	-

### b) Credit risk

The council has no significant concentration of credit risk except for investment in bonds and cash at bank. However, these investments 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 in 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 financial liabilities.

## 11. FINANCIAL RISK MANAGEMENT

### 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.

### e) Derivative instruments

The council does not utilise any derivative instruments.

The responsibility for managing the above risk is vested in the directors.

## 12. FINANCIAL INSTRUMENTS

### 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 SGD	Held-to- maturity investments SGD	Financial liabilities at amortised cost SGD	Total SGD
As at 31 March 2015				
<u>Assets</u>				
Investments	-	754,312	-	754,312
Cash at bank and on hand	790,327	-	-	790,327
Total financial assets	<u>790,327</u>	<u>754,312</u>	<u>-</u>	<u>1,544,639</u>
Total non-financial assets				243
Total assets				<u>1,544,882</u>
<u>Liabilities</u>				
Total financial liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total non-financial liabilities				(9,259)
Total liabilities				<u>(9,259)</u>



## 12. FINANCIAL INSTRUMENTS (CONTINUED)

Classification of financial instruments (continued)

	Loans and receivables SGD	Held-to- maturity investments SGD	Financial liabilities at amortised cost SGD	Total SGD
As at 31 March 2014				
<u>Assets</u>				
Investments	-	756,207	-	756,207
Cash at bank and on hand	643,694	-	-	643,694
Total financial assets	<u>643,694</u>	<u>756,207</u>	<u>-</u>	<u>1,399,901</u>
Total non-financial assets				-
Total assets				<u>1,399,901</u>
<u>Liabilities</u>				
Total financial liabilities	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total non-financial liabilities				(7,091)
Total liabilities				<u>(7,091)</u>

# **Corporate Members**

**City Gas Pte Ltd**

**Lee Foundation**

**The Shaw Foundation Pte**





## *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.



## **CENTRAL FIRE STATION**

62 Hill Street Singapore 179367 Tel: 6332 3178 Fax: 6286 0073  
E-mail: [scdf\\_nfec@scdf.gov.sg](mailto:scdf_nfec@scdf.gov.sg) Website: [www.nfec.org.sg](http://www.nfec.org.sg)