



National Fire
And
Civil Emergency
Preparedness
Council

MICA (P) 099/02/2009



ANNUAL REPORT 2008/2009

The Board of Directors 2008/2009



Seated (from left to right)

Mr Lak Pati Singh, Mr Rowan Tan, Mr Markham Shaw, Mr Alan Loh, COL Anwar Abdullah,
Ms Margaret Heng, Mr Larry Cheng

Standing (from left to right)

Mr John Wu, Mr Seah Tjun Min, MAJ David Chow, LTC N Subhas, Mr Khor Thong Meng,
Mr Benedict Koh, Mr Andrew Lim

Not in picture

Mr Tai Wei Shyong, Mr Fang Chin Poh, Ms Jane Ng Kiap Eng

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Chairman's Statement



1. I would like to thank everyone here for taking their invaluable time off to attend today's Annual General Meeting.

2. Over the years, the Council has grown in strength and stature to be an effective organisation in promoting fire safety awareness and

emergency preparedness education in Singapore. The Council has organised many activities and programmes and achieved significant improvements in fire safety. Working seamlessly with our partners and the SCDF, we were able to continuously maintain a low record of fire incidents (below 5000 calls) since 2002 and attain the lowest fire fatality rate in the world.

3. Despite these achievements, the Council will not rest on its laurel. Rather, we have set our sight to explore new frontiers that have yet to be explored. We believe that by creating and engaging new partners in these areas, the NFEC cause will be driven to a higher platform. I will elaborate on these plans after my report on key events that the Council had undertaken in Work Year 2008/2009.

REPORT ON WORK YEAR 2008/2009

Fire Safety for Industrial and Commercial Premises

4. It was yet another busy year for the two Committees. Amongst the main activities conducted was the Workshop on "Implementing CPR + AED Programme at the Workplace". Jointly organized by NFEC and the Singapore Heart Foundation, it was conducted on 29 July 2008 at the Singapore General Hospital (SGH) for the staff of premises which had pledged to the programme during the *CPR + AED Community Awareness Launch* held in early 2008. Among the speakers was Dr. Anantha, Senior Consultant, Department of Emergency Medicine in SGH who shared "Lessons Learnt in Implementing CPR + AED Programme".

5. The annual NFEC Fire Safety Seminar was held on 13 August 2008 at the Furama Riverfront Hotel. Graced by Dr. Teo Ho Pin, Chairman GPC for Home Affairs and Mayor for the North West CDC, the seminar entitled "Enhancing Workplace Safety through Fire Prevention and Emergency Preparedness", highlighted the importance of workplace safety to safety practitioners across the industries. The one-day seminar saw more than 300 participants from the commercial and industrial sector in attendance. Due to overwhelming response, a second run of the seminar with more than 100 participants was held on 21 August.

Fire Safety for Residential Premises

6. The Housing Premises Committee (HPC) continues to educate the public on the importance of home fire safety, fire preventive measures and the actions to take in the event of a fire. Under the expanded role of the NFEC, the HPC has been actively engaging residents in civil emergency preparedness.

7. To help raise fire safety awareness in the home environment, SCDF and NFEC launched programmes such as an on-line quiz and produced fire safety banners for display in the HDB heartlands. Such measures were carried out to highlight the common types of residential fires namely, rubbish chute fires, unattended cooking fires, and discarded items fires and to advise residents to guard against acts of carelessness. In addition, HPC also reached out to residents through its support for Emergency Preparedness (EP) Days held at various constituencies.

Fire Safety for Schools & Youth

8. Into its third year, the *Fire Safety Puppet Show* for primary school pupils continued to remain popular. The 30-minute show strives to educate younger students on the importance of fire safety in an interesting, interactive and creative way. The show uses puppeteering and songs to emphasise the dangers of fire and teaches the pupils on how to prevent fires. Important civil emergency preparedness messages were added in 2008 and the show was re-titled "Emergency... Be Prepared".

9. In conjunction with the ASEAN Day on Disaster Management and the International Day for Disaster Reduction, the NFEC Schools and Youth Committee organized a local drawing competition between May and August 2008. The theme for the drawing competition was "Safer Community – Hospital, School and House of my Dream". The competition aimed to promote and increase awareness amongst the children of ASEAN countries on disaster risk reduction initiatives. The top 3 entries from Singapore were submitted to the regional competition held in Bangkok.

Fund Raising

10. It was another successful year for the Committee in raising fund for the Council. The NFEC Charity Film Premiere held on 15 Oct 2008 was a huge success and raised over \$50,000 for the Council. The committee plans to organise more fund raising events in the new work year.

The Way Forward

11. Despite the declining trend in fire calls received over the last decade, we recognise that the two most common causes of residential fire have always been rubbish chutes and unattended cooking. In this respect, the Council will continue to work closely with the fire-prone Town Councils and adopt proactive and innovative solutions to address the problem.
12. To overcome the land scarce problems in Singapore, our residential buildings are getting higher. The Sail and Pinnacle which are 72 and 40 storeys respectively are two of such buildings. This Super Highrise building, as it is called, will cause great anxiety to the occupants during emergency. It is therefore imperative that the residents are fully aware of the safety features of the building and the evacuation procedures to undertake during an emergency. NFEC will engage the Town Council and MCST to address the fire safety and emergency preparedness requirements in these buildings.
13. At the commercial and industrial level, NFEC will continue to partner SCDF to address the increasing trend in fire safety offences. Key areas identified are the non-maintenance or lack of proper maintenance of fire fighting equipment and obstruction of exit routes. The importance of developing a Company Emergency Response Team (CERT) to handle emergency prior to the arrival of SCDF resources will also be stressed. To facilitate this development, NFEC together with the SCDF will work towards engaging the industries in promoting joint emergency activities.
14. The importance of continued investment in educating the young on fire safety and emergency preparedness is well recognised. The inculcation of the right values and attitude towards fire prevention and emergency preparedness is not only useful for their self development but these young ones could play a significant role in sharing fire safety tips and educating their family members on emergency preparedness. In this respect, the Council will reach out to a wider group of students, especially those in the upper secondary and tertiary institutions.
15. The Council will also explore the possibility of forming partnership with the tertiary institutions. The aims of this partnership are threefold: Firstly is to promote the image of NFEC amongst the students. Secondly is to engage them in the educational programmes and activities organised by the Council and thirdly to tap on the knowledge and expertise of the students in developing technical solutions to problems faced by the community (example, rubbish chute fires) and creating educational software, programmes or digital videos that will help the Council to better connect with the young and internet savvy population.
16. NFEC will continue to promote the usage of AED in commercial premises. For the coming year, we will expand the life saving programme to include the community. NFEC will engage the People's Association (PA) to promote the installation of this important device in public areas where community activities are held. NFEC together with our partner, the National Heart Foundation, will work closely with the SCDF and PA to map out an action plan for implementing the programme.
17. As NFEC grows in strength and stature, it is important that the Council continues to expand the partnership with many other stakeholders so that fire safety and emergency preparedness messages and programmes could be reached out to all. This coming year, the Council will make a deliberate effort to invite and engage companies and organisations to be partners of the NFEC.
18. To synergise the efforts and strengths of the various Home Team Councils, NFEC will work with the National Crime Prevention Council to identify areas of collaboration and joint activities. NFEC will also work the National Civil Defence Cadet Corps in various education and community programmes. Such collaborations will definitely help the Home Team agencies to achieve its overall objective of making Singapore a Safe and Secure best home for all.
19. Before concluding, I would like to express my heartfelt appreciation to all our patrons, members, friends and well-wishers who have been giving us their unwavering support and encouragement all this while. We look forward to your continued support this year.
20. I would also like to express our gratitude and appreciation to a few personnel who have played significant roles in the formation and growth of the NFEC. Foremost is to Mr James Tan Chan Seng, our past Commissioner of SCDF, for his astute leadership, invaluable guidance and support to the Council. We are very much indebted to his wisdom, direction and belief in the Council. Second, is to Ms Teo Lian Geok, our past Chairperson of the Fire Safety for Schools & Youth Committee for her dedication, commitment and contributions to the Council. Last but not least, to Comr Peter Lim, Commissioner SCDF, and his team of capable staff for their strong support and invaluable advice to the Council.

Thank you.

Alan Loh Peng Leong

Chairman

National Fire And Civil Emergency Preparedness Council

15 July 2009

The Board of Directors 2008-2009

PATRON-IN-CHIEF



*Mr Wong Kan Seng
Deputy Prime Minister and Minister for Home Affairs*

OFFICE BEARERS



*Mr Alan Loh Peng Leong
Chairman NFEC*



*Mr Markham
Shaw Chai Chung
Vice-Chairman NFEC*



*Mr Yang Soo Suan
Advisor*



*COL Anwar Abdullah
Executive Director*



*MAJ David Chow
Honorary Treasurer*

COMMITTEES' CHAIRPERSONS



*Ms Margaret Heng
Chairperson
Commercial Premises Committee*



*Mr Rowan Tan
Chairman
Industrial Premises Committee*



*Mr Larry Cheng
Chairman
Housing Premises Committee*



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



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



*LTC N Subhas
Chairman
Publicity Committee*

MEMBERS



Mr Khor Thong Meng



Mr Seah Tjun Min



Mr Tai Wei Shyong



Mr John Wu Voon Liang



Mr Andrew Lim Chee Hua



Mr Benedict Koh Yong Pheng



Mr Fang Chin Poh



Ms Jane Ng Kiap Eng

Minutes Of The 22nd Annual General Meeting Of National Fire And Civil Emergency Preparedness Council

Held On 17 Jul 2008 At 1130 Hrs At The Grand Hyatt Singapore

PRESENT:

Board Of Directors:

Mr Alan Loh Peng Leong	Chairman
Mr Markham Shaw	Vice-Chairman
COL Anwar Abdullah	Executive Director
MAJ David Chow	Hon Treasurer
LTC N Subhas	Board Member
Mr Larry Cheng	Board Member
Mr Khor Thong Meng	Board Member
Mr John Wu	Board Member
Mr Seah Tjun Min	Board Member
Mr Tai Wei Shyong	Board Member
Mr Rowan Tan	Board Member
Mr Andrew Lim	Board Member
Mr Benedict Koh	Board Member
Mr Fang Chin Poh	Board Member

SCDF

AC Ang Tse Meng	Senior Director (GS)
And 85 Others	

Chairman's Address

- 1 Chairman, Mr Alan Loh called the meeting to order at 1140 hrs. On behalf of the Board and Committees, he extended a warm welcome to all and thanked everyone for taking their invaluable time to attend today's AGM.
- 2 In his inaugural address, Mr Alan Loh who took over the Chairmanship of NFEC on 1

April 2008 said that since the last AGM, many significant changes have taken place. The first was the retirement of Mr Shaw Vee King as the Chairman of this Council and second was the relinquishing of Executive Director appointment by COL Eric Yap to COL Anwar Abdullah. Another significant milestone was the progress made by the Council operating

under the new banner of National Fire and Civil Emergency Preparedness Council (NFEC). Since then, the Council has continued to grow in strength and stature to be an effective organisation in promoting fire safety awareness and emergency preparedness education in Singapore. He said that a sign of NFEC's achievements and contributions over these years is the number of fire incidents recorded over the last 10 years which shows declining figures. In particular, last year fire occurrences at 4796 remain as one of the lowest in the past decade.

3 Chairman said that this year's AGM was a memorable one for his team and himself. Since being entrusted to lead Council, it has embarked on formulating new trusts and directions with many of the proposed activities geared towards enhancing further our engagements and partnership with the community, be it at the schools, residential areas, industrial and commercial premises.

4 Chairman was pleased to report that the Industrial and Commercial Premises sub-committee have had another productive year. Amongst the main activities conducted were the *CPR + AED Community Awareness Launch*. Held on 12 Jan 2008 at the Ngee Ann City Civic Plaza, the event was graced by Dr Vivian Balakrishnan, Minister for Community Development, Youth and Sports. Over 300 participants from building managements, medical practitioners and media personnel attended the event to pledge their support. This event aimed at raising the awareness level amongst the community-at-large and owners of commercial premises on the importance of installing AEDs in their premises and the prompt application of Cardio Pulmonary Resuscitation (CPR) during cardiovascular emergencies.

5 Chairman said that to recognize good fire practices adopted by the community, the biennial Fire Safety Award ceremony was held on 29 Nov 2007 at the Pan Pacific hotel to honour 121 commercial premises comprising office buildings, hotels, shopping centres and

retails outlets. Of these, 37 were awarded the Fire Safety Excellence Awards and 84 were given the Fire Safety Awards. At the same ceremony, 8 CDECs were presented with the Most Fire-Safe Constituency Award. The event officiating officer was Mr Shaw Vee King.

6 Chairman highlighted another key event conducted last year - the inaugural 'SCDF CERT Seminar'. The event, supported by the Industrial Premises Committee (IPC) was held at the Home Team Academy on 28 September 2007 and attracted some 600 participants from over 250 companies. The event was graced by the Guest-of-Honour, Dr Choong May Ling, Deputy Secretary (Security), Ministry of Home Affairs. He said IPC will continue to work with SCDF to produce a CERT handbook for distribution to the companies requiring CERT. The handbook is meant to serve as a reference for the industries to implement a structured CERT that will enhance their operating procedures during emergencies.

7 Another successful key event mentioned by Chairman was the annual NFEC Fire Safety Seminar held on 7 Sep 2007 at the Furama Riverfront Hotel. The event was graced by Mr Shaw Vee King, Chairman NFEC. The theme of the seminar, "Emergency Preparedness – A Vital Link to Business Continuity", highlighted the importance of being prepared for all forms of emergencies at all times to minimise any business disruption. The one-day seminar saw about 300 participants from the commercial sector in attendance.

8 Chairman complimented the Housing Premises Committee (HPC) on its effort to educate the public on the importance of home fire safety, preventative measures, and actions to take in the event of a fire. Under the expanded role of the NFEC, the HPC has also embarked on promoting civil emergency preparedness to residents.

9 He said that to address the rising number of fire occurrences at 4 constituencies, HPC had worked closely with the respective Community Development Councils (CDCs)

and Civil Defence Executive Committee (CDECs) to promote fire safety awareness and civil emergency preparedness. This includes involvement in the Emergency Preparedness (EP) Days held at various constituencies. HPC was also involved in the South-West CDC Community Resiliency Carnival 2008 held on 24 Feb 2008 where NFEC sponsored an engaging 30-minute puppet show that shared some important fire safety and civil emergency messages with the audience. He added that to promote and instil safer fire practice practices in the community, 8 CDECs were honoured for their excellent track records in maintaining the lowest number of fire occurrences in the past year.

10 On the Fire Safety Committee for Schools and Youth, Chairman reported that it was yet another exciting year for the Committee. With the main objective to educate the students at an early age on fire safety and emergency preparedness through learning the fun way, a series of activities were conducted to engage the students and youth.

11 He highlighted the first activity on the ever popular *Fire Safety Puppet Show* for primary school pupils. Into its second year, the show strives to educate younger students on the importance of fire safety in an interesting, interactive and creative way. It also aims to instill in students the message that fire prevention is a shared responsibility. The interactive show teaches students on the importance of fire safety and prevention and the dangers of fire on lives and property through art forms such as puppeteering (ventriloquism) and songs. Also, in line with the enlargement of the Council's roles and responsibilities, the puppet show has incorporated civil emergency preparedness messages.

12 A second major activity conducted was the cartoon strip competition with a theme on "Fire Safety is Everyone's Responsibility". The main aim was to create greater awareness on fire safety and to encourage creative expressions among students. The competition was opened to both secondary schools and primary schools students.

13 On Fund Raising, Chairman commended the committee for continuing its excellent task of raising fund for the Council. Two main activities were conducted. The first was the NFPC Charity Golf Tournament held on 19 April 2007 at the Laguna National Golf and Country Club. Graced by Dr Teo Ho Pin, GPC Chairman for Home Affairs and Law, the event managed to raise over \$30,000. The second was the NFEC Charity Film Premiere held on 13 Nov 2007. It was a huge success as the event raised over \$50,000 for the Council. The movie screening at the Lido 1 Cineplex was graced by Assoc Prof Ho Peng Kee, Senior Minister of State for Law and Home Affairs. "The Kingdom", directed by Peter Berg, was screened to a packed audience.

14 Looking ahead, Chairman shared his visions and the main thrusts for the coming years. They are as follows:-

- a. To streamline and engage Town Councils and industries on fire safety education
- b. To continue engaging the young ones on the importance of fire safety and emergency preparedness knowledge and know-how
- c. Follow up with the commercial premises on AED implementation plan and to promote the use of AED in industrial premises. Subsequently to promote this usage in other public premises such as community centres, sports complex, etc.
- d. Continue to support the CERT audit scheme by engaging industry to compile a guide on good CERT practices.
- e. Continue educating the community and partners on NFEC roles and responsibilities.

15 Before concluding, Chairman expressed his heartfelt appreciation to all patrons, members, friends and well-wishers who have been giving the Council their unwavering support and encouragement all these while. The Council certainly look forward to be engaged and count on their continued support this year.

16 Chairman also expressed his gratitude and appreciation to the following personnel who have helped the Council to move forward. The first was to Mr Shaw Vee king, our past Chairman, for his astute leadership, invaluable support and contributions to the Council. He said we were very much indebted to his sincerity and generosity to our cause. Second, was to COL Eric Yap for his dedication, commitment and contributions to the Council. Last but not least, to Comr James Tan, Commissioner SCDF, and his team of capable staff for their strong support and invaluable advice to the Council.

Confirmation Of Minutes Of Meeting

17 The minutes of 21st AGM held at the Grand Hyatt Singapore on 19 Jul 2007 was proposed for adoption by Mr Seah Tjun Min and seconded by Mr John Wu.

Annual Report 2007/2008

18 The meeting approved the NFEC Annual Report for WY 2007/2008. Ms Rowan Tan and Mr Andrew Lim proposed and seconded to accept the report respectively.

Approval Of Financial Statement For The Year Ending 31 Mar 2008

19 The accounts audited by Cypress Singapore PAC for the year ending 31 Mar 2008 were accepted and approved at the meeting. Mr Rowan Tan proposed to accept the financial report and Mr Khor Thong Meng seconded it.

Conclusion

20 There being no other matters, the meeting ended at 1215 hrs. All members adjourned to a luncheon.

Prepared by : Zee Chung Wei
Admin Executive, NFEC

Vetted by : COL Anwar Abdullah
Executive Director, NFEC

Approved by : Mr Alan Loh Peng Leong
Chairman, NFEC

Date : 30 Jul 2008

Housing Premises Committee

Committee Members:

Chairman	- Mr Larry Cheng
Vice-Chairman	- Mr Seah Tjun Min
Secretary	- CPT Kwok Shun Yung
Assistant Secretary	- SSG Julie

Introduction

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

Home Fire Safety and Emergency Preparedness Programme

Based on the fire statistics for 2008, the number of fire incidents remains fairly constant compared to 2007, with an increase in number contributed by rubbish fires at residential premises. This includes

fires occurring in rubbish chutes, rubbish bins and discarded items at common spaces. The high percentage of rubbish fires places unnecessary strain on emergency resources.

Besides working closely with the Community Development Councils (CDCs) and Civil Defence Executive Committee (CDECs) to promote fire safety awareness and civil emergency preparedness, the focus of HPC is also on constituencies that have the highest number of fire occurrences.

In addition, HPC also provides support for Emergency Preparedness (EP) Days held at various constituencies. HPC opines that CDCs and constituencies' events are platforms offering good outreach to residents in disseminating important messages.





Way Forward

Besides placing concerted emphasis on fire safety and prevention in the identified high fire prone areas of Singapore, HPC will explore other aspects of public education, such as targeting specific audience groups and liaising with education institutes on projects to effectively control fires in residential premises.

With the emergence of super high-rise residential estates in Singapore, the message of emergency preparedness among residents cannot be overlooked. Hence one area HPC will be looking at would be fire safety readiness in such an environment. Efforts will also be carried out to inculcate awareness in other newly setup estates.

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



To help raise fire safety awareness in the home environment, SCDF and NFEC launched programmes such as an on-line quiz and produced fire safety banners for display in the HDB heartlands. Such measures are carried out with the intention to bringing across messages advising against acts of carelessness leading to main causes of fires at residential premises, namely rubbish chute fires, unattended cooking fires, and discarded items fires.

Industrial Premises Committee

Committee Members:

Chairman	-	Mr Rowan Tan
Secretary	-	LTA Tan Eng Chew
Assistant Secretary	-	WO Oh Chun Yong
Members	-	Mr Chew Siang Heng
		Mr Mark Wing Keong
		Mr Steven Teo
		Mr Ong Pak Shoon
		Mr Peter Ho
		Mr Tan Gim Sun
		Mr Edwin Yap
		Mr Lee Kah Bee
		Mr Wong Siew Hong
		Mr David Goh

Introduction

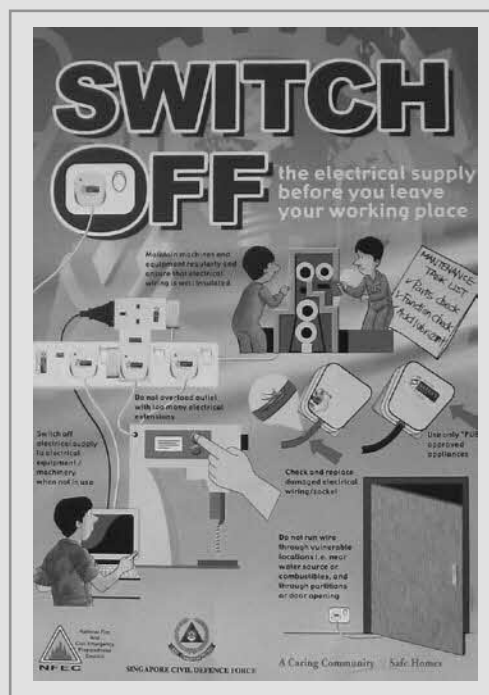
The Work Year 2008/2009 proved to be another eventful year for the Industrial Premises Committee (IPC). During this period, our members have actively launched key initiatives and organized several NFEC events aimed at supporting the objectives of the Council, and meeting the fire safety goals as well as the enhanced role of civil emergency preparedness for industrial premises.

Safety & Security Watchgroup (Sswg) Timber Association

In view of the increasing trend of fire incidents at Sungei Kadut, the IPC collaborated with the SSWG Timber Association to spread the fire safety message to the timber industry through the distribution of fire safety posters and goodie bags. This was done during the launch of the formation of the SSWG by the previous crime prevention committee.

During the launch, SCDF personnel from the 4th CD Division gave a presentation on fire safety measures, and shared past case studies to raise the awareness of common fire safety offences and breaches by companies in the timber industry. This was meant to tackle the rise in fire incidents and to enhance the fire safety of the members of the timber industry during an emergency. Good fire safety practice, such as the formation of a Company Emergency Response Team (CERT), was also highlighted for the industry to adopt as such initiative can help to minimise business disruptions in times of an emergency.

To address the rising concern of fire originating from electrical means, fire safety posters themed “Be Fire Safe” and “Switch Off” was published and distributed to the premises.



members of the increase of fire safety offences occurring in industrial areas and to promote fire safety awareness within the manufacturing community. It highlighted the spike in fire safety offences with the major increase coming from the areas of non-maintenance or lack of proper maintenance of fire fighting equipment. Other key areas such as the obstruction of exit routes, as well as the importance of having a comprehensive and

Distribution Of Fire Safety Posters During Enforcement Checks

A new initiative was undertaken to propagate the fire safety message to more premises through the distribution of fire safety posters by SCDF officers during their routine enforcement checks. This serves as an additional platform for reaching out to more industries in order to tackle the pertinent trend of fire occurrences caused by electrical origin.

The IPC will be gathering feedback from the industries during the annual Fire Safety Seminar on the reach and usefulness of the fire safety posters. Fire statistics will also be monitored closely to check the effectiveness of such initiatives.

Article On Fire Safety And Emergency Preparedness

To address the increasing trend in fire safety offences in the industries, a fire safety article was published. It was published in the Jan/Feb 09 issue of Sma's magazine, CONNECT, to inform the

well-maintained fire protection system and CERT were highlighted as these components are critical for business continuity planning. The article will be extended to JTC, FSM and SISO, through the IPC, to reach out to more companies in various industries.

Forthcoming Activities

In the coming 2009/2010 work year, the IPC seeks to further improve fire safety awareness by partnering the industries and targeting the areas of concern highlighted in the annual fire statistics report. Where publications are concerned, the IPC will produce posters that the industries can use to raise awareness on fire safety and emergency preparedness. The article on fire safety and emergency preparedness will be published through other various platforms to reach out to more industries. The IPC will also partner the industries to organise Emergency Preparedness (EP) Day and Community Emergency Preparedness Programme (CEPP) to promote In-Place Protection (IPP), and the adoption of correct procedures during tremor incidents.

Commercial Premises Committee

Committee Members:

Chairperson - Ms Margaret Heng

Secretary - CPT Koh Chee Wee
Mr Hassan Bakar
Mr Richard Wong
Mr Steven Yeo

Introduction

The Commercial Premises Committee (CPC) plays an essential role in promoting fire safety and civil emergency preparedness in all commercial premises in Singapore. With these objectives in mind, a host of events and activities were organized in Work Year 2008/2009 for hotels, high-rise office buildings, shopping centres and retail outlets.

Workshop on “Implementing CPR + AED Programme at the Workplace”

Jointly organized by NFEC and the Singapore Heart Foundation, a workshop was conducted on 29 July 2008 at the Singapore General Hospital (SGH) for the staff of premises which had pledged to the CPR + AED Programme during the CPR + AED Community Awareness Launch that was held in early 2008. Prior to this workshop, a survey was conducted among these premises to find out the challenges they faced in implementing the CPR + AED programme. Dr. Anantha, Senior Consultant, Department of Emergency Medicine in SGH shared the findings from the survey at the workshop in his 2 presentations, namely “Survey Questionnaire Results” and “Lessons Learnt in Implementing CFR + AED Programme”. Ngee Ann Property Management Pte Ltd and Four Seasons Hotel also shared their experiences in implementing the CPR + AED programme at their respective workplaces.

NFEC Fire Safety Seminar 2008

The NFEC Fire Safety Seminar 2008 was successfully held on 13 August 2008 at the Furama Riverfront Hotel. The Guest-of-Honour for the event was Dr. Teo Ho Pin, Chairman GPC for Home Affairs and Mayor for the North West CDC. The theme of the seminar, “Enhancing Workplace Safety through Fire Prevention and Emergency Preparedness”, highlighted the importance of workplace safety to safety practitioners across the industries. The one-day seminar saw more than 300 participants from the commercial and industrial sector in attendance. Due to overwhelming response during the registration, a second run of the seminar was held on 21 Aug 2008 at the same location.



The following papers were shared at the seminar:

1. Overview of Fire Situation for 1st Half 2008 & Case Studies of Recent Fires *by SCDF*
2. Harnessing Technology in the Maintenance of Kitchen Ducts in Commercial and Industrial Premises *by SCDF*
3. Storage of Liquefied Petroleum Gas (LPG) *by SCDF*
4. Overview of OSH Accident Statistics and Trends Involving Flammable & Hazardous Substances *by MOM*
5. AED + CPR Implementation *by National Resuscitation Council*
6. Company Emergency Response Team: Key Partners in Emergency Preparedness for Business *by SCDF*
7. CERT - Sharing of Best Practices (Audit Experience & Lessons) *by GlaxoSmithKline*

The Seminar ended with a fruitful workshop session where participants were brought together in smaller groups for a hands-on session on planning and preparing a CERT for likely scenarios in their organizations, such as spillages or fires which can involve hazardous chemicals.



Mass Evacuation Drill Exercise 2008

In conjunction with the HomeFront Security Month, premises were encouraged to hold their evacuation drill exercises in September 2008. The evacuation drills conducted by the premises which participated in this Combined Mass Evacuation Exercise, were all done under the supervision of officers from SCDF. These SCDF officers observed the entire evacuation process and gave valuable advice to help the premise owners improve their evacuation procedures. Eventually all participating premises were awarded certificates of participation.

Bi-monthly Dialogue with Hotel FSMs

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

Future Plans

In Work Year 2009/2010, the CPC will continue with its mission to enhance fire safety and awareness in civil emergency preparedness among commercial premises owners. CPC will organize more platforms for interaction as well as sharing of best practices and experiences between various stakeholders. Through these additional platforms, the committee can gather more feedback and views on related matters to enhance fire safety standards and level of civil emergency preparedness in Singapore.

Fire Safety Committee for Schools & Youth

Committee Members:

- Chairman - Ms Teo Lian Geok
Secretary - CPT Tan Chee Keong
Members - Mr Lak Pati Singh
Mrs Ang Ju Lang
Mrs Eileen Goh
Dr Irene Ho
Mdm Tan May Ling
Mrs Chandler Jay Siva
Mr Wong Hen Jeng
CPT Pandi Karrupiah

Introduction

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

Fire Safety Puppet Show

The show strives to educate younger students on the importance of fire safety through an interesting, interactive and creative way. It also aims to instill in students the message that fire prevention is a shared responsibility. Into its third

year, the Fire Safety Puppet Show continues to be an informative, fun-filled and educational programme for primary students. The interactive show teaches students on the importance of fire safety and prevention and the dangers of fire on lives and property through art forms such as puppeteering (ventriloquism) and songs. And in line with the enlargement of the Council's roles and responsibilities, the puppet show has incorporated civil emergency preparedness messages.

For 2008, the puppet show was entitled "Emergency... Be Prepared". This 30-minute show expanded on previous years' 'Fire Safety Show' and included relevant and important Civil Emergency Preparedness messages. Messages covered in the show include:

- What to Do in a Fire
- What to Do When There is Lightning
- What to Do When There are Tremors
- What to Do When You See a Suspicious Package
- How to Evacuate Safely During an Emergency



Digital Art Competition

To create a greater awareness of fire prevention and civil emergency preparedness among the students, a Digital Art Competition was held. Students were divided into 4 categories. Category A was for Secondary 1 and 2 students and Categories B to D were assigned to Primary 4 to 6 pupils. The theme for the competition was 'Emergency ... Be Prepared.' The top 3 prize winners in each category were invited to attend the Prize Presentation Ceremony during the NFEC skit competition on 1 Aug 08 at HQ SCDF. Mr Alan Loh, the GOH, presented the prizes to the winners. The 12 top 3 entries were also used to produce the NFEC 2009 calendar, which was subsequently distributed to both Primary and Secondary schools, to promote and reinforce the safety messages to the students.

ASEAN Day for Disaster Management Children Drawing Competition

In conjunction with the ASEAN regional drawing competition for 2008 ASEAN Day on Disaster Management and the International Day for Disaster Reduction, the NFEC Schools and Youth Committee organized a local drawing competition between May and August 2008. The theme for the drawing competition was "Safer Community – Hospital, School and House of my Dream". The competition aimed to promote and increase awareness amongst the children of ASEAN countries on disaster risk reduction initiatives. In particular, the importance of building safe schools, hospitals and houses which would help realise the vision of a safer and disaster resilient ASEAN community. For the first time, winners were awarded prizes during the awards presentation ceremony at the Civil Defence Day Parade 2008. The top 3 entries were submitted to the regional competition in Bangkok Thailand, where the overall best 3 entries were selected.

NFEC Skit Competition

The Skit competition was organized with the aim of creating greater awareness of fire prevention and civil emergency preparedness amongst students. Organised by the NFEC Schools and Youth Committee organised the National Fire and Emergency Preparedness Skit Competition for secondary schools. The theme for 2008 was "Emergency... Be Prepared". Students were required to include contents and messages on topics such as peacetime emergency and terrorism in their skits. The competition required students to learn about Civil Emergency Preparedness through researching information on the SCDF website. The skit competition final was held on 1st August 2008 at HQ SCDF. Six schools ultimately made it to the finals to vie for the top prize of \$2000.



Future Plans

Apart from conducting the regular Emergency Preparedness Puppet Show for primary school students, the Committee also aims to reach out to the secondary and tertiary students. An inter-school art competition will be organized for the upper primary and lower secondary school students. Separately, an inter-school short video competition will be organized for upper secondary and tertiary (JC & ITE) students.

Publicity Committee

Committee Members:

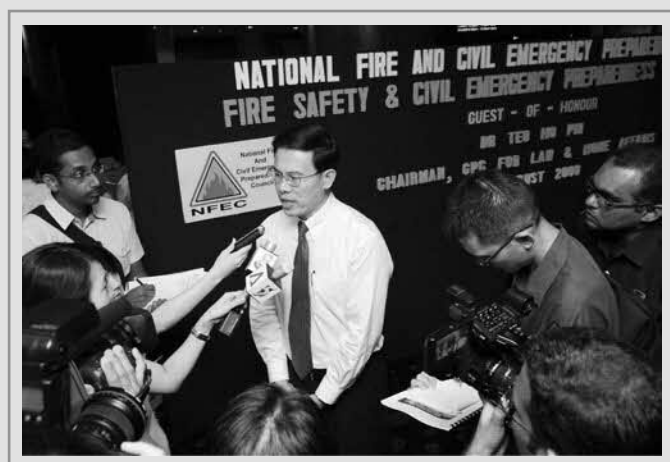
Chairman - LTC N Subhas
Secretary - LTA Royston Tan

Introduction

The role of the Publicity Committee is to provide publicity and media coverage for newsworthy NFEC events, programmes and activities. This is achieved through various means such as the newspaper print, broadcast media coverage, the Flashpoint newsletter as well as the NFEC website. Through such media coverage, the profile of the NFEC will be raised and this also increases the awareness towards emergency preparedness by the public. Below we revisit some of the highlights for the past year's main activities of the Publicity Committee.

Fire Safety And Civil Emergency Preparedness Seminar 2008

The annual Fire Safety and Civil Emergency Preparedness Seminar 2008 was held on 13 August 2008 at the Furama RiverFront Hotel. Gracing the seminar was Dr Teo Ho Pin, Chairman GPC for Home Affairs and Mayor for the North West CDC. In collaboration with the LPG Suppliers in Singapore, a "5-point check" LPG Safety Drive was introduced at the Seminar. Media was invited for the event and there was extensive coverage by Mediacorp News, The Straits Times, Lianhe Zaobao, as well as radio news on 938Live.



Schools Digital Media Award

The Schools Digital Media Award 2009 was organised by MOE and Ngee Ann Polytechnic with the aim of providing a platform for students to express themselves creatively through the use of various digital media such as video, audio and animation. In NFEC's inaugural collaboration with MOE, a category on the theme "Emergency Preparedness" has been incorporated into SDMA 2009. NFEC also supported this event by serving as one of the judges for selecting the winning entries and sponsoring prizes for the awards. More than 100 entries on EP theme were received from participants ranging from Primary to Secondary to Junior College / Centralised Institutions.

CD Emergency Handbook

In collaboration with the SCDF, the 6th Edition of the CD Emergency Handbook was launched in September 2008. The revised 91-page booklet incorporates updated information on the use of Automatic External Defibrillator, fire safety measures to adopt when using LPG and emergency preparedness measures related to landslides and electrocution, amongst others. The distribution exercise was officially launched at the Chong Pang Community Club by Mr K Shanmugam, Minister for Law and 2nd Minister for Home Affairs. The handbook was distributed to the entire population, i.e. nearly 1 million households in Singapore with the assistance of the grassroots organisations.



premises, namely rubbish chute fires, unattended cooking, and fires involving combustibles discarded along the common spaces (corridors, lift lobbies, staircases and void decks). In total, 320 banners were distributed and displayed at prominent locations within housing estates with the cooperation of the various town councils. These banners will help to impress upon the public the need to take fire safety seriously at all times.



Online Colouring Contest

The importance of early education in preparing the young for emergency situations cannot be understated. With the aim of creating awareness and educating pre-schoolers in emergency preparedness, an Online Colouring Contest was organized to promote fire safety practices through an easy and fun-learning approach. A total of about 250 kindergartens were engaged to encourage their students to participate in the contest through the NFEC website. The top 20 entries from each pre-school or kindergarten won attractive prizes sponsored by the NFEC.

Flashpoint Newsletter

The flashpoint newsletter provides an avenue for the NFEC to publicise some of the key activities that have been organized as well as upcoming events. With a distribution of 5000 copies, the Flashpoint newsletter is an important means of communication with our stakeholders from the commercial, industrial premises as well as schools. Some of the major events that were publicised in the Flashpoint includes the Mass Fire Evacuation Drill, the NFEC Charity Film Premiere, the ASEAN Day for Disaster Management Children Drawing Competition, the NFEC Online Colouring Contest, amongst others.



Fire Safety Banner

In collaboration with the SCDF, the NFEC produced fire-safety banners to help residents identify potential fire hazards in their homes. The banner focuses on the 3 main causes of fires in residential

Forthcoming Activities

In addition to ongoing projects such as the NFEC Flashpoint newsletter and publicity for NFEC events, the Publicity Committee will be looking into new avenues with mass outreach to engage the public. This includes exploring the use of new media through the NFEC website and how it can be used to encourage interaction and engagement of the internet savvy population. Two series of educational books on emergency preparedness will also be introduced to Primary Schools to instill important emergency preparedness messages in our youths.

HIGHLIGHT OF ACTIVITIES

Fire Safety And Civil Emergency Preparedness Seminar

- 13 Aug 2008 & 21 Aug 2008



22nd Annual General Meeting

- 17 Jul 2008



Mass Fire Evacuation Drill

- 16 Sep 2008



FOR WY 08/09

Seminar 2008



Charity Film Premiere - 15 Oct 2008



Fire Safety Skit Competition - 1 Aug 2008



Inaugural Puppet Show - 23 March 2009



Fund Raising And Membership Committee

Committee Members:

- Chairman - Mr Markham Shaw
- Secretary - CPT Chai Sheng Hau
- Members - Mr Khor Thong Meng
COL Anwar Abdullah
LTC N Subhas

Introduction

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

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

In Work Year 2008/09, the FRMC conducted a highly successful fund-raising drive.

NFEC Charity Film Premiere

The NFEC Charity Film Premiere held on 15 Oct 2008 was a huge success as the event raised over \$50,000 for the Council. The movie screening at the Lido 1 Cineplex was graced by Assoc Prof Ho Peng Kee, Senior Minister of State for Law and Home Affairs. "Max Payne", directed by John Moore, was screened to a packed audience. Based on the legendary, hard-hitting interactive video game Max Payne depicts the story of a maverick cop, Max, played by Mark Wahlberg, who is determined to track down those responsible for the brutal

murder of his family and partner. His obsessive investigation takes him on a journey into a dark underworld where he is forced to battle enemies beyond the natural world.

Membership Incentives

In recognition of the members' commitment and contributions, all members are eligible to utilize the corporate membership that NFEC have 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 seek new members to join the Council as either individual or corporate members. This will gradually translate to a larger base of people that 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)

SUBSCRIPTION FEE
(Annual)

A. Corporate: \$50

\$500

B. Individual: \$10

\$100

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.

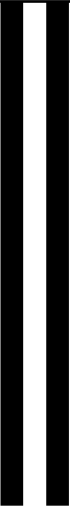


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NATIONAL FIRE AND CIVIL EMERGENCY PREPAREDNESS COUNCIL

(Formerly known as National Fire Prevention Council)

(REGISTERED UNDER THE SOCIETIES ACT, CAP.311)

UEN No. S86SS0064F

FINANCIAL STATEMENTS

For the year ended

31 March 2009

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

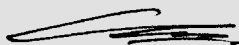
STATEMENT BY COUNCIL MEMBERS

In our opinion, the accompanying financial statements are drawn up so as to present fairly the state of affairs of the Council as at 31 March 2009 and of its results and changes in accumulated fund and cash flows for the year ended on that date, and at the date of this report, there are reasonable grounds to believe that the Council will be able to pay its debts as and when they fall due.

ON BEHALF OF THE COUNCIL



ALAN LOH PENG LEONG
Chairman



MAJ DAVID CHOW TAI WEI
Honorary Treasurer

Singapore, 25 May 2009

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

We have audited the accompanying financial statements of National Fire and Civil Emergency Preparedness Council which comprise the balance sheet as at 31 March 2009, and the income statement, statement of changes in accumulated fund and cash flow statement for the year then ended, and a summary of significant accounting policies and other explanatory notes.

Management's Responsibility for the Financial Statements

The management is responsible for the preparation and fair presentation of these financial statements in accordance with the provisions of the Societies Act, Cap. 311 (the "Act") and Singapore Financial Reporting Standards. This responsibility includes: devising and maintaining a system of internal accounting controls sufficient to provide a reasonable assurance that assets are safeguarded against loss from unauthorised use or disposition; and transactions are properly authorised and that they are recorded as necessary to permit the preparation of true and fair profit and loss accounts and balance sheet and to maintain accountability of assets; selecting and applying appropriate accounting policies; and making accounting estimates that are reasonable in the circumstances.

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 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 the 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.

Opinion

In our opinion,

- (a) the financial statements are properly drawn up in accordance with the provisions of the Act and Singapore Financial Reporting Standards so as to give a true and fair view of the state of affairs of the Council as at 31 March 2009 and the results, changes in accumulated fund and cash flows of the Council for the year ended on that date; and
- (b) the accounting and other records required by the Act to be kept by the Council have been properly kept in accordance with the provisions of the Act.


CYPRESS SINGAPORE PAC
Public Accountants and
Certified Public Accountants
Singapore

Date, 25 May 2009

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

BALANCE SHEET AS AT 31 MARCH 2009

	Note	2009 S\$	2008 S\$
ACCUMULATED FUND	3	<u>1,250,547</u>	<u>1,153,627</u>
Represented by:			
PLANT AND EQUIPMENT	4	-	-
INVESTMENTS	5	754,992	752,520
CURRENT ASSETS			
Cash at bank and on hand	6	504,524	413,353
		504,524	413,353
Less:			
CURRENT LIABILITIES			
Accrued operating expenses		4,619	6,996
Subscription fee received in advance		4,350	5,250
		8,969	12,246
NET CURRENT ASSETS		495,555	401,107
		<u>1,250,547</u>	<u>1,153,627</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 INCOME AND EXPENDITURE FOR THE YEAR ENDED 31 MARCH 2009

	Note	2009 S\$	2008 S\$
REVENUE			
Donation received-tax exempt		102,000	124,820
Charity Film Premiere-non tax exempt donation		18,188	21,228
Charity Film Premiere-tax exempt donation		45,487	30,997
NFEC Puppet Show Sponsorship		25,500	-
NFPC Charity Golf 2007-non tax exempt donation		-	16,500
NFPC Charity Golf 2007-tax exempt donation		-	39,000
Fire Safety Seminar		78,380	16,645
Fire safety Orientation Toolkits		814	872
Fire Safety Award 2007		-	9,590
Fire Safety Mobile Exhibits		1,350	2,000
Interest income			
- Deposit with bank		1,718	1,346
- Interest on bonds		27,202	26,746
Other income		7,698	-
Subscription fee		6,800	7,185
		<u>315,137</u>	<u>296,929</u>
LESS: OPERATING EXPENSES			
COMMITTEE EXPENSES			
Commercial Premises Committee		100	-
Fire Safety Committee for Schools & Youth		(25,500)	(33,979)
Housing Premises Committee		-	(450)
Publicity Committee		(840)	(7,253)
PROJECT EXPENSES			
AED Awareness Programme 2008		90	(27,121)
Annual General Meeting		(12,367)	(13,896)
Fire Safety Seminar		(32,550)	(6,816)
Charity Film Premiere		(9,094)	(9,209)
Charity Golf Tournament		-	(30,935)
Fire Safety Award 2007		-	(6,951)
Fire Safety Skit Competition		(6,261)	-
Digital Art Competition		(10,106)	-
ASEAN Disaster Management and Colouring Competition		(1,023)	-
ADMINISTRATIVE EXPENSES			
Employee benefits expense	7	(84,157)	(84,928)
Printing, postage and stationery		(11,681)	(6,236)
Other operating expenses		(24,828)	(16,015)
SURPLUS BEFORE TAXATION		<u>96,920</u>	<u>53,140</u>
TAXATION	9	-	-
NET SURPLUS FOR THE YEAR		<u><u>96,920</u></u>	<u><u>53,140</u></u>

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

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

**STATEMENT OF CHANGES IN ACCUMULATED FUND FOR THE YEAR ENDED
31 MARCH 2009**

	Accumulated Fund S\$
BALANCE AS AT 1 APRIL 2007	1,100,487
Net surplus for the year	<u>53,140</u>
BALANCE AS AT 31 MARCH 2008	1,153,627
Net surplus for the year	<u>96,920</u>
BALANCE AS AT 31 MARCH 2009	<u><u>1,250,547</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)**

CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2009

	Note	2009 S\$	2008 S\$
CASH FLOWS FROM OPERATING ACTIVITIES			
Surplus before taxation		96,920	53,140
Adjustment for non-cash items :			
Interest income		<u>(28,920)</u>	<u>(29,576)</u>
Operating surplus before working capital changes		68,000	23,564
Accrued operating expenses		(2,377)	2,155
Subscription fee received in advance		<u>(900)</u>	<u>315</u>
Net cash effect of operating activities		<u>64,723</u>	<u>26,034</u>
CASH FLOWS FROM INVESTMENT ACTIVITIES			
Proceed from matured bond		250,000	-
Purchase of bond		(250,000)	-
Interest income received		<u>26,448</u>	<u>31,060</u>
Net cash effect of investment activities		<u>26,448</u>	<u>31,060</u>
NET CHANGE IN CASH AND CASH EQUIVALENTS		91,171	57,094
CASH AND CASH EQUIVALENTS AS AT 1 APRIL	6	<u>413,353</u>	<u>356,259</u>
CASH AND CASH EQUIVALENTS AS AT 31 MARCH	6	<u><u>504,524</u></u>	<u><u>413,353</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)**

NOTES TO THE FINANCIAL STATEMENTS – 31 MARCH 2009

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.

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 2009 were authorised to be issued on the date of the Statement by Council members.

2.2 Adoption of new and revised Financial Reporting Standards

The accounting policies adopted in the financial year are consistent with those used in the previous financial year except for the adoption of certain new and revised Financial Reporting Standards effective for the financial year beginning 1 April 2008. These new and revised Financial Reporting Standards have no significant effects on the Council's accounting policies used except for:-

FRS 107 Financial Instruments: Disclosures

FRS 107 introduces new disclosures to improve the information about financial instruments. It requires the disclosure of qualitative and quantitative information about exposure to risks arising from financial instruments, including specified minimum disclosures about credit risk, liquidity risk and market risk, including sensitivity analysis to market risk.

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:-

FRS 1 (Revised) Presentation of Financial Statements (effective for financial year beginning on or after 1 January 2009)

The revised standard states that the components of comprehensive income are not permitted to be included in statement of changes in equity; rather, the revised standard provides the option of presenting items of income and expenses and components of other comprehensive income either in a single statement of comprehensive income with subtotals, or in two separate statements (a separate statement of profit and loss followed by a statement of comprehensive income). In additions, entities making restatements or reclassifications of comparative information will be required to present a restated balance sheet as at the beginning of the comparative period. The revision also includes changes in the titles of some of the financial statements primary statements.

The key impact of the application of the revised standard is on the presentation of an additional primary statement, the statement of comprehensive income.

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2.4 Significant judgments by the Council Members in applying accounting policies

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

2.5 Key sources of estimation uncertainty

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

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

2.6 Plant and equipment

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

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

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

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

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

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

2.7 Impairment assets

As at each balance sheet date, 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 income and expenditure statement 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 income and expenditure statement, in which case it is recognised as income.

2.8 Financial assets

Financial assets, are classified as 'financial assets at fair value through profit or loss', 'loans and receivables', held-to-maturity investments', or 'available-for-sale' financial assets. Financial assets are recognised in the balance sheet 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. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2.9 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 income and expenditure statement when these loans and receivables are derecognised or impaired, as well as through the amortisation process.

2.10 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 balance sheet date.

2.11 Other payables

These liabilities, are initially recognised at fair value and subsequently measured at amortised cost using the effective interest method.

Gains or losses are recognised in the income and expenditure statement when these liabilities are derecognised or impaired, as well as through the amortisation process.

2.12 Revenue recognition

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

2.13 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.

2.14 Employee benefits expense

As required by law, the Council has a defined contribution plan to make contributions to the state pension's scheme, the Central Provident Fund (CPF). CPF contributions are recognised as compensation expenses in the same period as the employment that gives rise to the contribution.

Employees' entitlements to annual and other leave are recognised when they accrue to employees. A allowance is made for the estimated liability for leave as a result of services rendered by the employees up to the balance sheet date.

2.15 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.

3. ACCUMULATED FUND

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

4. PLANT AND EQUIPMENT

	Office equipment S\$	Fire Safety Robots S\$	Total S\$
<u>Cost</u>			
As at 1 April 2007	12,953	33,935	46,888
Additions	-	-	-
As at 31 March 2008	12,953	33,935	46,888
Additions	-	-	-
As at 31 March 2009	12,953	33,935	46,888
<u>Accumulated depreciation</u>			
As at 1 April 2007	12,953	33,935	46,888
Depreciation charge for the year	-	-	-
As at 31 March 2008	12,953	33,935	46,888
Depreciation charge for the year	-	-	-
As at 31 March 2009	12,953	33,935	46,888
<u>Carrying amount</u>			
As at 31 March 2009	-	-	-
As at 31 March 2008	-	-	-

5. INVESTMENTS

	2009 S\$	2008 S\$
Unquoted investment in bonds:		
Power Seraya bonds with a coupon rate of 3.97% per annum, maturing on 30.9.2010	250,494	250,764
WBSP bonds with a coupon rate of 4.1% per annum maturing on 30.9.2019	250,505	251,040
CCL bonds with a coupon rate of 3.2% per annum maturing on 16.6.2008	-	250,716
F & N treasury bonds with a coupon rate of 3.6% per annum maturing on 7.9.2010	253,993	-
	<u>754,992</u>	<u>752,520</u>

6. CASH AND CASH EQUIVALENTS

	2009 S\$	2008 S\$
Cash at bank	504,127	412,953
Cash on hand	397	400
	<u>504,524</u>	<u>413,353</u>

7. EMPLOYEE BENEFITS EXPENSE

	2009 S\$	2008 S\$
Staff salary and bonus	73,825	76,534
Staff CPF contribution	7,752	8,150
Staff welfare	180	244
Staff transport allowance	2,400	-
	<u>84,157</u>	<u>84,928</u>

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

8. **FUTURE COMMITMENTS**

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

	2009/2010 \$	2008/2009 S\$
Project planned		
Commercial Premises Committee	18,000	9,500
Fire Safety Committee for Schools & Youth	36,600	39,200
Fund Raising and Membership Committee	5,000	9,000
Industrial Premises Committee	12,000	8,500
Housing Premises Committee	6,000	6,500
Publicity Committee	223,000	15,000
Secretariat Committee	10,200	10,200
	<u>310,800</u>	<u>97,900</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 balance sheet date, the commitments in respect of rental of office equipment were as follows:

	2009 S\$	2008 S\$
Due within 1 year	1,733	1,733
Due within 2 – 5 years	<u>4,189</u>	<u>5,923</u>

11. **FINANCIAL RISK MANAGEMENT**

The Council is exposed to the following risks through its normal operations.

a) **Market risk**

i) **Foreign exchange risk**

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

ii) **Interest rate risk**

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

b) **Credit risk**

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

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

Financial assets that are neither past due nor impaired

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

Financial assets that are past due and/or impaired

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

c) **Liquidity risk**

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

The Council does not have any significant financial liabilities.

11. FINANCIAL RISK MANAGEMENT (CONTINUED)

d) Fair value risk

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

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

12. FINANCIAL INSTRUMENTS

a) Classification of financial instruments

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

	Loans and receivables S\$	Held-to- maturity investments S\$	Financial liabilities at amortised cost S\$	Total S\$
As at 31 March 2009				
<u>Assets</u>				
Investment	-	754,992	-	
Cash at bank and on hand	504,524	-	-	504,524
Total financial assets	<u>504,524</u>	<u>754,992</u>	<u>-</u>	<u>1,259,516</u>
Total non-financial assets				-
Total assets				<u>1,259,516</u>
<u>Liabilities</u>				
Total financial liabilities	<u>-</u>	<u>-</u>	<u>-</u>	-
Total non-financial liabilities				8,969
Total liabilities				<u>8,969</u>

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12. **FINANCIAL INSTRUMENTS (CONTINUED)**

b) Classification of financial instruments (Continued)

	Loans and receivables S\$	Held-to- maturity investments S\$	Financial liabilities at amortised cost S\$	Total S\$
As at 31 March 2008				
<u>Assets</u>				
Investment	-	752,520	-	752,520
Cash at bank and on hand	413,353	-	-	413,353
Total financial assets	<u>413,353</u>	<u>752,520</u>	<u>-</u>	<u>1,476,673</u>
Total non-financial assets				-
Total assets				<u>1,476,673</u>
<u>Liabilities</u>				
Total financial liabilities	<u>-</u>	<u>-</u>	<u>-</u>	-
Total non-financial liabilities				12,246
Total liabilities				<u>12,246</u>

c) Derivative instruments

The Council does not utilise any derivative instruments.



Corporate & Individual Members

Corporate Members

Association of Banks in Singapore
City Developments Ltd
City Gas Pte Ltd
Conrad Centennial Singapore
Gee Sheng Machinery & Engineering Pte Ltd
Grand Hyatt Singapore
Housing and Development Board
HSBC Institutional Trust Services (Singapore) Ltd
Lee Foundation
Management Corporation Strata Title No. 1008
Management Corporation Strata Title No. 1143
MTU Asia Pte Ltd
Ngee Ann Property Management Pte Ltd
NTUC Fairprice Cooperative Ltd
Real Estate Developers' Association of Singapore
The Shaw Foundation Pte
Singapore Tourism Board

Individual Members

Allan Lim
Desmond Lee
Goh Hoo Peng
Lim Teng Leong
Poovanur Swaminathan Venkatesh





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.



**National Fire
And
Civil Emergency
Preparedness
Council**

NFEC

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