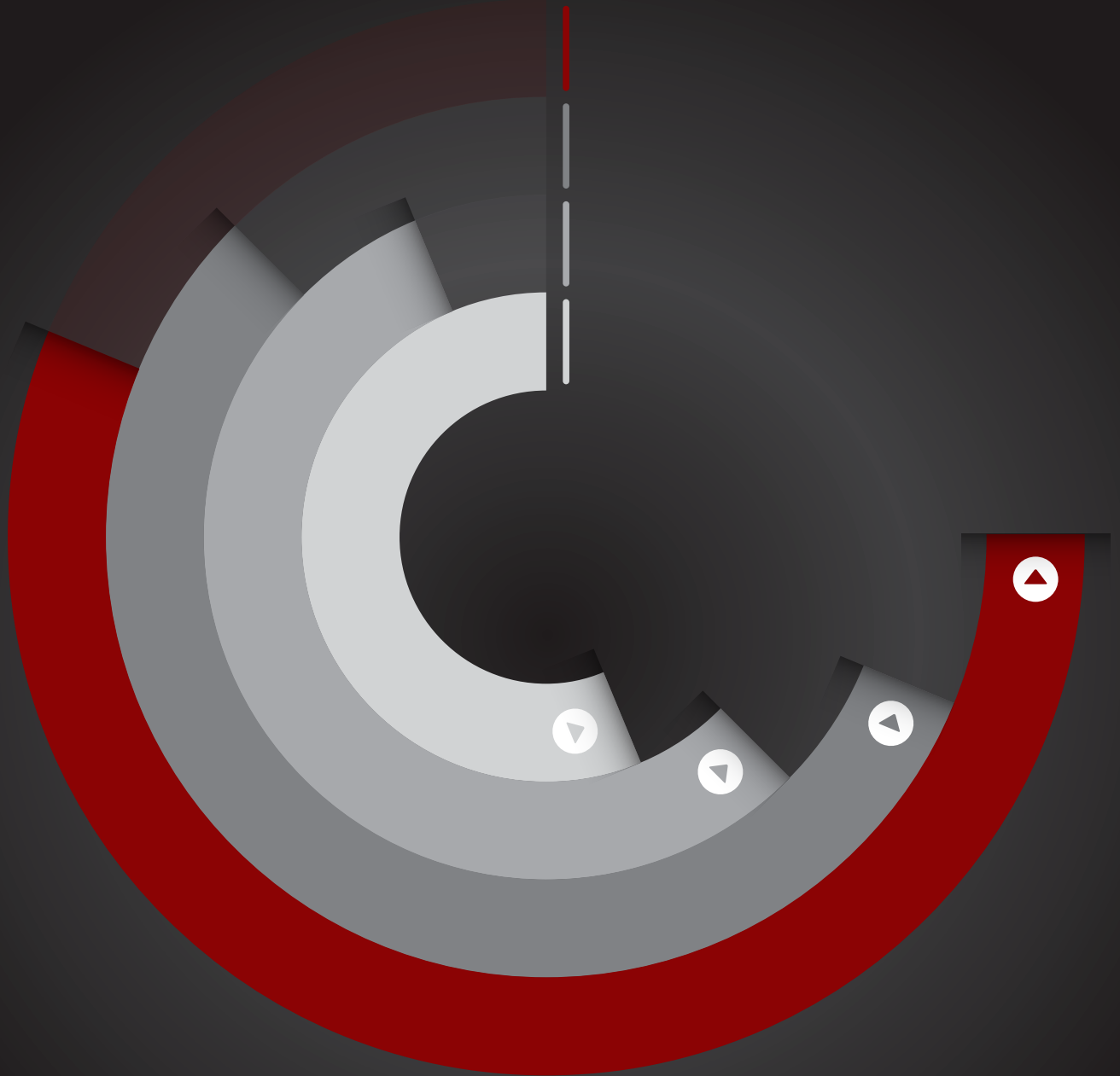


2013

NFEC

2014

ANNUAL
REPORT



National Fire
And
Civil Emergency
Preparedness
Council

The Board of Directors *2013/2014*



Seated (L to R)

Mr Mike Chan, LTC Abdul Razak, COL Anwar Abdullah, Mr Markham Shaw, Mr Alan Loh, COMR Eric Yap, Mr Shaw Vee King, Mr Rowan Tan, Ms Margaret Heng

Standing (L to R)

Mr John Wu, Mr Tok Hock Soon, Mr Karthikeyan, Mr Seah Tjun Min, Mr Low Teck Lye, Mr Edwin Yap, Mr Benedict Koh, MAJ Wesley Lim.

Not in picture

Mr Ng Yong Hwee, Mr Loh Leong Beng, Mr Andrew Lim, Mr Ng Yeow Boon, Mr Chiew Nguang Yong, Mr Khor Thong Meng, Mr Steven Chen

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Chairman's Statement

NATIONAL FIRE AND CIVIL EMERGENCY PREPAREDNESS COUNCIL



1. I would like to express my appreciation to everyone for taking invaluable time off their busy schedule to attend today's Annual General Meeting.
2. I am 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, allow me to recap the key activities embarked by the Council in Work Year 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 personnels 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, we received good responses 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 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 I would like to highlight 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, the 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 and I 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 Hall 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 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, I would like to extend my 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.

Alan Loh

1 July 2014

The Board of Directors 2013 - 2014

PATRON-IN-CHIEF



Mr Teo Chee Hean
Deputy Prime Minister
Minister for Home Affairs

OFFICE BEARERS



Mr Alan Loh Peng Leong
Chairman NFEC



Mr Markham
Shaw Chai Chung
Vice-Chairman NFEC



Mr Shaw Vee King
Advisor



COL Anwar Abdullah
Executive Director



MAJ Wesley Lim
Honorary Treasurer

COMMITTEES' CHAIRPERSONS



Ms Margaret Heng
Chairperson
Commercial premises Committee



Mr Rowan Tan
Chairman
Industrial Premises Committee



Mr Mike Chan
Chairman
Housing Premises Committee



Mr Loh Leong Beng
Chairman
Fire Safety Committee for Schools
& Youth



Mr Markham Shaw Chai Chung
Chairman
Fund Raising & Membership
Committee



LTC Abdul Razak
Chairman
Publicity Committee

MEMBERS



Mr John Wu Voon Liang



Mr Khor Thong Meng



Mr Seah Tjun Min



Mr Ng Yeow Boon



Mr Edwin Yap



Mr Andrew Lim Chee Hua



Mr Benedict Koh Yong Pheng



Mr Ng Yong Hwee



Mr K. Karthikeyan



Mr Tok Hock Soon



Mr Low Teck Lye



Mr Steven Chen

Minutes Of The 27th Annual General Meeting Of National Fire And Civil Emergency Preparedness Council

Held On 14 August 2013 At 1130 Hrs At The Furama Riverfront Hotel

Present:

Board of Directors:

Mr Alan Loh Peng Leong	Chairman
COL Anwar Abdullah	Executive Director
LTC Wesley Lim	Hon Treasurer
LTC Abdul Razak	Board Member
Mr Mike Chan	Board Member
Ms Margaret Heng	Board Member
Mr Rowan Tan	Board Member
Mr Loh Leong Beng	Board Member
Mr Toh Hock Soon	Board Member
Mr Seah Tjun Min	Board Member
Mr Khor Thong Meng	Board Member
Mr Ng Yong Hwee	Board Member
Mr Benedict Koh	Board Member
Mr Chiew Nguang Yong	Board Member
Mr Edwin Yap	Board Member
Mr Low Teck Lye	Board Member

SCDF

Comr Eric Yap	Commissioner SCDF
And 30 Others	

Chairman's Address

1. Chairman in his opening address extends his appreciation to everyone for attending today's Annual General Meeting.
2. He was pleased to announce that the Council have another fruitful and meaningful work year. This was possible due to our close cooperation with our partners and the SCDF to organise numerous activities and programmes. Before elaborating on the NFEC'S Workplan for the coming year, he recapped the key events that the Council organised in Work Year 2012/2013.

Report On Work Year 2012/2013

3. He highlighted that the NFEC annual Fire Safety Seminar continues to receive overwhelming response from the commercial and industrial sectors. The event was successfully held at the Marina Bay Sands Convention Centre on 3 October 2012. It was graced by the SCDF Chief-Of-Staff, Senior Assistant Commissioner Jackson Lim, the full-day event, themed "My Workplace, A Fire Safe Environment with an Emergency Prepared Workforce!" attracted over 650 participants.
4. He said that to better prepare our workforce in responding to emergency situations, NFEC and SCDF launched the NFEC Mass Fire Evacuation Drills 2012 on 4th September 2012 at the North Crystal Pavilion of Marina Bay Sands. This event was a prelude to a series of fire evacuation drills held in numerous companies throughout the island in the entire month of September. In all, 258 commercial and industrial premises participated in the drill.
5. Chairman highlighted that the Council has continually engaged the building professionals in fire safety education by organizing the Fire Safety and Shelter Seminar together with the Fire Safety and Shelter Department (FSSD) of the SCDF. The half-day seminar was held on 9 October 2012 at the Singapore Expo, Max Atria Hall and graced by Commissioner SCDF, Comr Eric Yap. More than 700 personnel comprising professional engineers, architects, fire product suppliers and interior designers attended the seminar for an update on the latest development in the fire safety and shelter issues. Papers that were presented included the "Review of Technical Requirements for Shelters" and "Fire Safety Requirements for Outdoor Refreshment Area".
6. He said in our efforts to promote fire safety in the housing estates particularly in reducing the occurrences of fire involving discarded items at common areas of HDB estates, NFEC collaborated with the HDB, Town Councils and the People's Association in a public education cum media campaign. This initiative kicked off with the placement of lift door stickers depicting pictorial fire safety advisory messages on 200 lifts at selected HDB flats. The launch of the campaign cum unveiling ceremony of the lift door sticker was held at the Tampines West Emergency Preparedness Day on 24 February 2013 and graced by Mr Masagos Zulkifli, Senior Minister of State for Home Affairs and Foreign Affairs. In addition, the campaign involved advisory tips against discarded items fire being aired over several MediaCorp radio stations.
7. Chairman outlined another significant development, the launching of the inaugural National Civil Emergency Preparedness (NCEP) Award. In partnership with SCDF and the People's Association, the Award was launched on 19 April 2013 by DPM Teo Chee Hean during the SCDF

Workplan Seminar 2013. The national-level NCEP Award replaced the Fire Safe Constituency Award with effect from May 2013 and encourages the grassroots leaders, particularly the Community Emergency and Engagement (C2E) committee members, as well as the Community Emergency Preparedness Team (CERT) to be Emergency Preparedness (EP) advocates, acting as catalysts to impart and promote EP knowledge and skills to residents at each constituency.

8. Chairman said that to promote fire safety and civil emergency preparedness among the youths, NFEC organized the inaugural Video Animation Competition in 2012. The competition attracted 18 entries for the Secondary Schools category and 4 entries for the Polytechnics and ITE category. This competition is a unique platform for students to express themselves creatively through the use of video animation while at the same time promoting fire safety and civil emergency preparedness. In highlighting the importance of these messages, one of the award-winning videos was screened at the 2012 MOE Annual Safety Seminar for the schools' Vice-Principals.
9. In the aspect of fund raising, Chairman told members that the Council has yet another busy year in organising seminars and charity film show. These, along with the donations from our partners have enabled the NFEC to fund all the activities planned for the year.

Plans For Work Year 2013/2014

10. Chairman announced that for the Workyear 2013/2014, the NFEC will be rolling out many exciting programmes and activities. This includes our continuing engagement with partner such as the Town Councils, HDB and the People's Association to promote CD Ready constituencies and producing targeted materials to encourage greater fire safety awareness amongst the residents. For Commercial and Industrial Sector, the ever popular annual fire safety seminar will continue to be organised. The event will be coordinated closely with our critical partners namely the A-CERT and FSMAS to achieve greater synergy so as to benefits all stakeholders. He briefly shared a few other key NFEC events to look out for in the coming year:

- a) **The Emergency Preparedness Centre.**

The Council is supporting the SCDF in establishing a state-of-the-art learning centre on fire safety and emergency preparedness. Due to be opened by the middle of next year, the Emergency Preparedness Centre will be equipped with highly interactive simulators, including the immersive 4-D multimedia i-cube software which allows visitors up close and near realistic encounters of disasters.

- b) **Engaging the Youth**

For a greater outreach to the youths, the Council will be organizing the inaugural 2013 NFEC Digital Photography Competition for the promotion of fire safety and civil emergency preparedness. With the inclusion of participants not only from secondary schools but also from the ITEs and Polytechnics, the Council is indeed casting its net wider for an extensive youth involvement.

c) **Fire Safety Asia Conference.**

The second Fire Safety Asia Conference will be held from 10 to 12 September 2014. This conference is targeted at bringing the fire chiefs, disaster managers, emergency leaders and fire safety practitioners throughout the Asia Pacific region together to discuss and share knowledge, case studies and best practices in emergency management and fire safety. Reputable international and local speakers will be invited to participate in the event.

11. In conclusion, Chairman extended his heartfelt appreciation to the NFEC Board of Directors and members of the sub-committees for their passion, diligence and dedication and to all our patrons, members, friends and well-wishers for their unreserved support and encouragement all these years. A sincere gratitude and appreciation is accorded to Comr Eric Yap, Commissioner SCDF, for his guidance and direction and to his team of experienced and committed staff for their ever strong support to the Council.

Confirmation Of Minutes Of Meeting

12. The minutes of 26th AGM held at the Furama Riverfront hotel, Singapore on 30 July 2012 was proposed for adoption by Ms Margaret Heng and seconded by Mr Benedict Koh.

Annual Report 2012/2013

13. The meeting approved the NFEC Annual Report for WY 2012/2013. Mr Seah Tjun Min and Mr Edwin Yap proposed and seconded to accept the report respectively.

Approval Of Financial Statements For The Year Ending 31 Mar 2013

14. The accounts audited by Cypress Singapore PAC for the year ending 31 Mar 2013 were accepted and approved at the meeting. LTC Abdul Razak proposed to accept the financial report with Ms Margaret Heng seconded it.

Conclusion

15. There being no other matters, the meeting ended at 1205 hrs. All members adjourned to a lunch reception.

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

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

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

Date : **19 Aug 2013**

Industrial Premises Committee

Members:

Chairman	:	Mr Rowan Tan	
Vice-Chairman	:	Mr Edwin Yap	
Secretary	:	CPT Saw Guang Zheng	
Assistant Secretary	:	SWO2 Azharee Bin Arsad	
Members	:	Mr Chew Siang Heng	Mr Steven Teo
		Mr David Goh	Mr Peter Ho
		Mr Lee Kah Bee	Mr Wong Siew Hong
		Mr Mark Wing Keong	Mr Ong Pak Shoon
		Mr Tan Ann Kiong	Mr Tan Gim Sun

Introduction

The Work Year 2013/2014 was an eventful one for the Industrial Premises Committee (IPC). During the year, the Committee organized 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.

Distribution Of Fire Safety Posters To Industrial Premises

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

NFEC Fire Safety Seminar 2013

The annual Fire Safety Seminar & Workshop was organized by NFEC, with support from SCDF. The full-day event, themed “**Be Responsible: Be Prepared For Emergencies!**” was held at Marina Bay Sands Convention Centre on 30 April 2013 and drew an attendance of more than 800 participants from both the commercial and industrial sectors. The event commenced with a welcome speech by Mr. Alan Low, Chairman of the NFEC and a keynote address by Guest-of-Honour, Comr Eric Yap, Commissioner, SCDF.

The event was targeted at fire safety managers, fire safety practitioners, qualified persons, registered workplace safety and health officers, fire safety product suppliers, and all those who have a role or interest in enhancing emergency response in workplace and to help make Singapore a safer place to work and live in.

The following five papers were shared during the seminar:

- 1) “Fire Statistics for 2012 And Case Studies on Recent Fires”

- 2) “Types and Causes of Electrical Fire”
- 3) “Prevention of Electrical Fire”
- 4) “Sharing of WSQ ERCM Framework for CERT”
- 5) “CERT for Public And Industrial Buildings”

In the second half of the event, participants were split into groups, where they shared their experiences via a discussion workshop led by facilitators from NFEC and SCDF. Part 1 of the workshop was a presentation on “Establishing CERT (Perspective and Challenges)” and Part 2 of the workshop was a table-top exercise (TTX), which featured emergency scenarios based on commercial and industrial premises.

Mass Fire Evacuation Drills 2013

To better prepare our workforce in responding to emergency situations, NFEC and SCDF launched the NFEC Mass Fire Evacuation Drills 2013 on 2nd September 2013 at the Ministry of Manpower Services Centre. This launch event was the prelude to the entire month of September, where companies were encouraged to conduct Fire Evacuation Drills at their own premises.

Through such drills, members of the public would be better prepared to respond to emergency situations, which would in turn increase their chances of survival in times of adversity. The 234 commercial and industrial premises that took part also received a Certificate of Participation from the NFEC.

HDB Safety And Security Event

In collaboration with the Housing Development Board, on 13 Mar 2014, the safety and security event were held at Gourmet East Kitchen and Simei East Kitchen. SCDF and SPF supported the event with fire safety and security exhibition with the distribution of educational brochures and posters. Tenants from both the premises participated in a fire evacuation drill followed by a fire scenario drill.

Dialogue With FSMs And Safety Officers

A dialogue session with the FSMs and Safety Officers were held on 15 Jan 2014. Participants from both FSMAS and SISO actively participated in the dialogue session. Sharing of fire statistics for the 1st half of 2013 was presented by SCDF’s fire investigation unit, followed by sharing of common fire safety non-compliance by SCDF’s Central Enforcement Department.

Electrical Fire Workshop

IPC together CPC organized the “Prevention of Electrical Fire Workshop” on 19 March 2014 with support from SCDF, EMA and Industry partners. The workshop was held at SCDF HQ, Auditorium, which drew an attendance of more than 200 participants. 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) “Prevention of Electrical Fire”

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

Forthcoming Activities

In the coming Work Year 2014/2015, IPC will 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 practises and useful tips through various channels, such as our member associations and during key NFEC events.

IPC is also organizing the annual Fire Safety Seminar 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. A key initiative for the new work year includes launching of the Fire Safety Award for Industries. The Fire Safety Award for Industries recognises industrial premises that have achieved certain standards of fire safety, and would serve as a testimony of the participating organization's deep-rooted commitment towards maintaining a high standard of fire safety.

Commercial Premises Committee

Chairperson	:	Ms Margaret Heng
Vice-Chairman	:	Mr John Wu
Secretary	:	CPT Lim Wee Siang
Asst Secretary	:	SWO Mohd Fazil Abdul Rashid
Member	:	Mr Benedict Koh

Introduction

The Commercial Premises Committee (CPC) plays an essential role in promoting fire safety and civil emergency preparedness in all commercial premises in Singapore. As part of our on-going efforts to effectively engage our key stakeholders such as hotels, high-rise office buildings, shopping complexes, retail outlets and hospitals in defining fire safety and civil emergency preparedness in Singapore, the CPC hosted and organised a series of events and activities in Work Year 2013/2014.

Fire Safety Seminar 2013

The annual Fire Safety Seminar was held at the Marina Bay Sands Convention Centre on 30 April 2013. The Commercial Premises Committee and the Industrial Premises Committee (IPC) worked hand-in-hand to organise and ensure the success of the event. The event attracted 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 “Be Responsible: Be Prepared For Emergencies” served as a timely reminder of the critical need for companies to be responsible for a fire safe working environment, and always be prepared with trained personnel to react in the event of emergencies.

A total of five papers were presented during the seminar; with speakers from the SCDF, GSM Pte Ltd, and Workforce Development Agency (WDA). A workshop was also conducted for the participants on “Conducting of Table Top Exercise”.

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 the 29th Aug 2013 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.

Mass Fire Evacuation Drill 2013

The annual NFEC Mass Fire Evacuation Drills were held once again in September 2013. Companies 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 involving about 800 participants at the Ministry Of Manpower (MOM) Services Centre on 2 Sep 2013. Staff of MOM and members of public, together with SCDF resources participated in the drill which involved a simulated fire that broke out at the building's staff canteen.

In total for 2013, 234 premises took part in the MFED. The event culminated with the presentation of Certificate of Participation by Mr Alan Loh, Chairman NFEC to Mr Ho Siong Hin, Divisional Director Occupational Safety and Health Division, MOM.

At the end of the evacuation drills, 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 will be presented with their certificates during the NFEC Appreciation Night in July 2014.

NFEC Prevention of Electrical Fires Workshop

The inaugural NFEC Prevention of Electrical Fires Workshop was organised by NFEC, with the strong support from the SCDF. It was held at the HQ SCDF Auditorium on 19 March 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. The key objectives of the workshop are to create fire safety awareness and sharing of preventive measures on electrical fires for Commercial and Industrial Premises.

A total of 4 papers were shared during the workshop; with speakers from the SCDF, Energy Market Authority (EMA) and Quality Power Management Pte Ltd. A highly interactive discussion took place during the workshop with many participants sharing their experiences and coming up with solutions for incidents covered in the case studies provided by the facilitators.

NFEC-GIA Fire Seminar 2013

The NFEC-GIA Fire Seminar 2013 jointly launched by the Singapore Civil Defence Force and the National Fire & Civil Emergency Preparedness Council was held at the Capital Tower on 17 July 2013. The half-day seminar was designed for GIA 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 2014/2015, 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.

A new project for the new work year is the inaugural dialogue session with Coffee Shops and Eating Houses. In addition, CPC will also be collaborating with HQ SCDF Medical Department to conduct the first ever AED workshop in 2014. 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 2013/2014

Members:

Chairman	:	Mr Loh Leong Beng
Vice Chairman	:	LTC Bob Tan
Secretary	:	CPT Eric Lee Kar Kiat
Assistant Secretary	:	SWO2 Rafidah Ibrahim
Member	:	

Mdm Theresa Ng (NZ Schs Rep)	Mr Lim Meng Wei (EZ Schs Rep)
Mrs Chandler Siva (WZ Schs Rep)	Mr Yeo Kuerk Heng (SZ Schs Rep)
Mr Jeffrey Quek (SCDF PAD)	Mr Lee Lye Peng (NCDCC HQ Rep)
Mr Tan Poh Seng (Polytechnics Rep)	Mr Ivan Sin (ITE Rep)

Introduction

The objective of the Fire Safety Committee for Schools and Youth is to educate students at an early age on fire safety and emergency preparedness through learning 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.

For greater outreach to the youth, the Committee has organized the inaugural 2013 NFEC Digital Photography Competition for the promotion of fire safety and civil emergency preparedness. With the inclusion of representatives from the ITEs and Polytechnics, the Committee will be casting its net wider for its target audience. The Committee worked with NCDCC HQ to revamp the NFEC-NCDCC quiz, with the aim of focusing on current affairs, raising awareness on safety issues and emergency preparedness; whilst building resilience against natural and man-made threats.

With exciting initiatives and programmes lined up in the coming year, the Committee is committed to enhance its youth engagement and promotional activities at the post-secondary level while promoting creativity and bonding among the youths.

NFEC Fire Safety Drama Show

Since 2012, the Committee has worked with Magic Avenue to produce a drama show incorporating key messages on fire safety and emergency preparedness to primary schools nationwide. Titled "Ever Ready For Emergencies", the show, which features NFEC mascots, Impy and Misty provides a creative and interactive platform to impart key emergency preparedness messages on fire safety to students. Each year, there are 60 shows allocated across the schools.

The important messages conveyed in the show are:

- **Fire Prevention** – Fire safety and prevention

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

NFEC Art Competition

Themed “Be Responsible: Be Prepared for Emergencies”, the NFEC Art Competition was organised for upper primary and lower secondary students from Apr to Jun 2013. A total of 48 entries from 12 schools were received by the end of the competition.

The entries were judged according to the following criteria – relevance to theme, presentation and creativity and overall impression. Art works showed a good understanding of the theme and different media were used. The judges were very 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.

Inaugural NCDCC-NFEC Challenge Shield

The Committee organized the inaugural NCDCC-NFEC Challenge Shield in 2013. The event was conducted at Home Team Academy (HTA) on 31st Aug 2013 and it was graced by NFEC Executive Director, COL Anwar Abdullah, Director Of Operation, SCDF. This inaugural competition aims at raising awareness on safety issues and emergency preparedness; whilst building resilience against natural and man-made threats. A total of 32 schools competed in this competition.

Inaugural NFEC Digital Photography Competition for Sec Schs/ITE/Polytechnics

The inaugural Digital Photography Competition 2013 is yet another NFEC initiative which aims to provide 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 another 48 entries from the ITEs and Polytechnics were received.

Through digital photography, we engage participants in the planning, development and transformation of their ideas, from the initial conceptualisation to the final visual product. This allows learning to take place in a fun yet effective manner while the key messages 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 27th Sep 2013.

There are 2 categories of competition: Secondary and ITE/Polytechnic.

The top 3 winners of the categories are

Prize	School	Name of Student	Winning Title
1 st	ITE College West	Tan Jeremlah	Overloading Destruction
2 nd	ITE College West	Chua Yong Kwan Daniel	Fire Safety can be easy for you and me
3 rd	Republic Polytechnic	Poh Swee Yong, Ivan	Work can wait, your family can't

Prize	School	Name of Student	Winning Title
1 st	Woodland Ring Sec Sch	Teo Zhi Xian	Think Before You Do, Choices have consequences
2 nd	Ngee Ann Sec Sch	Siti Naziratussagjida D/O F. K.	Emergency Preparation
3 rd	Kuo Chuan Presbyterian	Yang Xi Ling	Civil Defence Preparedness

Future Plans

The Committee will continue to stage the Fire Safety Drama Show this year to reach out to more primary school students on fire safety and civil emergency preparedness messages. The Magic Avenue, a drama company, has been engaged for the 2014 assembly shows based on the pre-determined evaluation criteria such as value for money, reputable track records of delivery service and quality of performance.

The Committee is committed to extending the engagement activities of the CD Lionhearters scheme. The inaugural Junior CD Lionhearter Challenge, organised on 15th Feb 2014, in commemoration of Total Defence Day, is a timed, skills-based competition where Junior CD Lionhearters, mentored by a senior CD Lionhearter, go through a series of challenges on each of the 5 pillars of Total Defence. A total of 80 Junior CD Lionhearters participated in the inaugural challenge. The Junior CD Lionhearter Challenge will henceforth, be a staple event in the Junior CD Lionhearter programme calendar, as part of the annual Total Defence Day commemoration activities.

At the primary school level, the Committee and SCDF are collaborating with MOE to incorporate Emergency Preparedness messages into the new Character & Citizenship Education (CCE) syllabus. The first stage of the syllabus has been rolled out to primary schools in academic year 2014. A chapter on Fire Safety and Evacuation has been included in the Primary 1 syllabus. Moving forward, we will work with CCE Branch to explore more emergency preparedness centric topics to be included in the other primary levels in progressive stages. This will strengthen the EP movement in the schools.

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

Publicity Committee

Chairman	:	LTC Abdul Razak Abdul Raheem
Secretary	:	CPT Umar Bin Ngalim
Asst Secretary	:	WO Saifulbahari Md Idris
Member	:	LTC Leslie Williams

The NFEC Publicity Committee

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

NFEC Fire Safety Seminar 2013

The NFEC Fire Safety Seminar 2013 was held at Marina Bay Sands on 30 April 2013 to a record breaking number of 800 participants. The Publicity Committee, in consultation with the NFEC Board of Directors, had conceptualised the theme of the seminar "Be Responsible, Be Prepared for Emergencies". This theme was chosen to inculcate a sense of ownership on fire safety and emergency preparedness regardless of where one might be, be it in school, in the residential heartlands, in the office or factory. The Guest-of-Honour speech was also crafted by the Publicity Committee based on the theme as well as latest development such as the success stories of the Company Emergency Response Teams (CERT) in mitigating or containing the fire incidents prior to SCDF's arrival.

Release of SCDF Fire Statistics

The SCDF Fire annual Statistics for 2013 was presented to the public on 13 Feb 2013 through a press conference held at the SCDF Headquarters. At the press conference, it was announced that Singapore fire incidents are at an all time low for 2 decades. The role undertaken by the NFEC towards such a positive outcome was well emphasized during the press conference.

The Publicity Committee utilized the media coverage on the SCDF annual fire statistics release to reiterate the importance for the NFEC to collaborate with the SCDF and its community partners to educate the public on fire preventive measures. These include the proper disposal of lighted materials and to free the common areas in the residential heartlands from clutter and bulky items. The fire preventive messages were well featured by the local print and broadcast media. Similar messages were also jointly aired by the NFEC and the SCDF through selected MediaCorp's radio stations during the festive seasons throughout the year.

NFEC Flash Update

Since early 2013, the Publicity Committee has replaced the hardcopy NFEC newsletter with the electronic newsflash update via the NFEC website. In July 2013, the Publicity Committee introduced email announcement that comes with the “NFEC Flash Update” e-banner to disseminate news, programmes and photos of NFEC-led or NFEC-supported events, within days of the event, to the NFEC council members and committees members.

NFEC Mass Evacuation 2013

The Mass Fire Evacuation Drill 2013 (MFED 2013) campaign was launched at the Ministry of Manpower (MOM) Services Centre on 2 Sept 2013. The Publicity Committee worked closely with the NFEC Commercial Premises committee to garner the support of approximately 800 “evacuees” comprising staff and members of the public, making it the largest NFEC Mass Evacuation Drill to date. By working closely with media partners, the Publicity Committee managed to feature the MFED 2013 positively with prominent coverage in The New Paper and Tamil Murasu on 3 Sept 2013.

NFEC chairman Alan Loh said: “(The) drill has brought all of us together and given us the opportunity to think about emergency preparedness and fire safety.

“We must avoid encountering the painful consequences of not being aware, not being prepared and not being ready.”

Collaboration with NCDCC Rhino Magazine

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

Launch of the CD Lionhearter Club in Ngee Ann Polytechnic

SCDF, supported by the NFEC, launched the seventh CD Lionhearter Club in Ngee Ann Polytechnic on 23 January 2014. The event was graced by the Guest-of-Honour, Associate Professor (A/P) Ho Peng Kee, Chairman of the Home Team Volunteer Network, and in attendance were Commissioner Eric Yap, Commissioner Singapore Civil Defence Force, Ms Looi Mei Fong, Deputy Principal of Ngee Ann Polytechnic, and Mr Markham Shaw, NFEC Vice-Chairman.

Newly trained CD Lionhearters showcased their skills in Emergency Preparedness with a scenario drill involving fire evacuation. Supported by Clementi Fire Station, these young CD Lionhearters were swift in evacuating the victims and providing first aid to them. They certainly proved their abilities to be quick-thinking and calm during times of emergency.

The successful launch of the seventh CD Lionhearter Club signifies the ever-growing strength in the CD Lionhearter fraternity and the commitment by the NFEC and SCDF to equip our youths with skills to cope with civil emergencies and crises.

Forthcoming activities

NFEC Publicity Committee's upcoming activities in 2014 include profiling the soon-to-be opened SCDF's Emergency Preparedness Centre (EPC) located at the Central Fire Station in Hill Street. Using a slew of multi-media gadgets and software, the EPC enables members of 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 i-Cube system which allows participants to have immersive 3-D virtual learning experience on natural disasters. Another key activity of the committee is the marketing of the Fire Safety Asia Conference that is scheduled in September 2014 to bring together international fire safety practitioners and disaster managers to share their best practices in the industry. In addition, the Publicity Committee will also be looking into new avenues with mass outreach to engage the public. Looks like 2014 will be another exciting year for the NFEC Publicity Committee.



Highlight Of Activities For WY 13/14



NFEC Fire Safety Seminar (30 Apr 2013)



NFEC 27th Annual General Meeting (14 Aug 2013)



Mass Fire Evacuation Drill (2 Sep 2013)





NFEC Digital Photography Competition (27 Sep 2013)



Charity Film Premiere 'Out of Inferno' (30 Sep 2013)



NFEC Safety and Security Day (13 Mar 2014)



NFEC Prevention of Electrical Fire Workshop (19 Mar 2014)

Housing Premises Committee

Committee Memebers:

Chairman:	Mr Mike Chan Hein Wah
Vice-Chairman:	Mr Tok Hock Soon
Secretary:	CPT Ng Wee Boon
Assistant Secretary:	WO2 Gary Ong

Introduction

The Housing Premises Committee (HPC) strives to improve fire safety awareness and readiness level of the home environment through education on the importance of home fire safety, prevention measures and actions to undertake in the event of a fire. With this objective in mind, HPC events and activities are 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 2013, 71.4% (2952 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 dip of 7.3%, from 3,184 cases in 2012. There was also a decline in the top four types of fires in residential premises, namely rubbish, discarded items, unattended cooking and household contents.

Fires involving discarded items at common areas in HDB estates such as corridors, lift lobbies, staircases and void decks registered a significant drop by 15.8% to 595 cases. While the drop in the number of discarded items fires is encouraging, it is still an area of concern as such fires have the potential to be more serious in nature due to the high fire load present and proximity to dwellings, and form the second biggest component of residential fires, accounting for one fifth of all residential fires in Singapore.

To address the persistently high 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.

Besides placing concerted emphasis on fire safety and prevention, HPC has explored other aspects of collaboration and liaised with educational institutions to develop projects to effectively control fires as a result of unattended cooking in residential premises. Through the 'Cool Ideas for Better HDB Living' initiative launched on 24 March 2013 by Senior Minister of State for National Development and Trade & Industry, Mr. Lee Yi Shyan, many ideas from the students of Junior Colleges and tertiary institutions were received and eventually, 2 winning prototypes were accoladed.

National Civil Emergency Preparedness (NCEP) Award

In partnership with SCDF and People's Association, the inaugural National Civil Emergency Preparedness (NCEP) Award was launched by DPM Teo Chee Hian during the SCDF Workplan Seminar 2013 on 19 April 2013. The national-level NCEP Award had replaced the Fire Safe Constituency Award with effect from 2013 and it 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 either bronze, silver and 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

Together with SCDF and other strategic partners, HPC is supporting the promotion fire safety awareness in housing estates. HPC will 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, public education collaterals, and etc. Further to HPC's efforts in addressing refuse chute fires, HPC will support SCDF in its trial of a time-based water discharge system at designated HDB blocks with Centralised Refuse Chutes and Individual Refuse Collection System chutes. The trial results of the different types of refuse chute drencher systems will be collectively analysed to determine their effectiveness and impact.

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.

Moving on, 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. 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.

Fund Raising and Membership Committee

Chairman	:	Mr Markham Shaw
Secretary	:	CPT Abdullah B Abu Bakar Bafadhal
Asst Secretary	:	SWO Masnita Bte Rahmat
Member	:	COL Anwar Abdullah

Introduction

The role of the Fund Raising and Membership Committee (FRMC) is to raise funds to aid the Council in conducting its public education activities and campaigns targeted at increasing the population's level of awareness and skills on fire safety and civil emergency preparedness. Different fund-raising projects in the form of Charity Film Premieres and donation draws are 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 2013/14, the FRMC conducted a highly successful fund-raising drive.

NFEC Charity Film Premiere

The film 'Out of Inferno' was screened on 30 Sep 2013 at 9.15 pm. COMR Eric Yap, Commissioner SCDF graced the event, which raised over \$50,000 for the Council through the sale of tickets for the premiere.

The screened film was about Keung (acted by Louis Koo), an ex-fire fighter who was celebrating his company's success at a commercial tower, when a phenomenon known as flashover unexpectedly occurred during the celebration and threatened to engulf the high-rise building. This forced Keung to relive his fire fighting days and race against time to save his employees and loved ones from the deadly inferno. During the chaos, Keung revisited his past and work with his brother Dai Kwan (acted by Sean Lau) where he finally found out a dark underlying secret.

The event was well received with a healthy turnout, especially when the two key actors were invited to grace the opening of the show in Singapore. All seats in the three theatres: Lido 1, 4 and 5. Were all taken up. At the end of the evening, the audience were very satisfied with the heart warming story, which resonated well with the organisation's dealings and efforts for a charitable cause.

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 as well as a Golf Charity Event in WY 2014/15. 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. 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. Also, there is a plan to undertake the NFEC Charity Golf Game for the coming year.

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.





Corporate Members

City Gas Pte Ltd

Lee Foundation

The Shaw Foundation Pte



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\$ _____

Entr AnCE FEE
(o ne time)

Sub SCription F EE
(Annual)

A. Corporate: \$50 \$500

B. Individual: \$10 \$100

C. SPECIAL DONOR*
I/We sincerely believe in the ef forts 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

bE nEFit S For Corpor At E And individu Al MEMbEr S 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

(REGISTERED UNDER THE SOCIETIES ACT, CAP. 311)

UEN No. S86SS0064F

Financial Statements

For the year ended
31 March 2014



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

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 2014 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



ALAN LOH PENG LEONG
Chairman



WESLEY LIM CHERN CHOONG
Honorary Treasurer

Singapore, 5 JUN 2014

**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 2014, 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 2014 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 2014 have been carried out in accordance with Regulation 6 of the Societies Regulations issued under the Societies Act and proper accounts and other records have been kept of the fund-raising appeals.

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

- a) During the course of our audit, we noted that the fund-raising and sponsorship expenses of the Council for the financial year has exceeded 30% of the total relevant receipts from fund-raising and sponsorships for the reporting year which is not in compliance with the requirements of Regulation 15(1) of the Charities Act, Cap. 37 (Institutions of a Public Character) Regulations 2007 and Charities (Institutions of a Public Character) (Amendment) Regulations 2008.
- b) During the course of our audit, nothing came to our attention that caused us to believe 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 5 JUN 2014

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

STATEMENT OF FINANCIAL POSITION AS AT 31 MARCH 2014

	Note	2014 S\$	2013 S\$
ACCUMULATED FUND	3	<u>1,392,810</u>	<u>1,279,993</u>
Represented by:			
PLANT AND EQUIPMENT	4	-	-
INVESTMENTS	5	756,207	756,715
CURRENT ASSETS			
Deposit		-	32,400
Cash at bank and on hand		643,694	505,375
		<u>643,694</u>	<u>537,775</u>
Less:			
CURRENT LIABILITIES			
Accrued operating expenses		7,091	7,037
Deferred income		-	7,460
		<u>7,091</u>	<u>14,497</u>
NET CURRENT ASSETS		<u>636,603</u>	<u>523,278</u>
		<u><u>1,392,810</u></u>	<u><u>1,279,993</u></u>

The accompanying notes form an integral part of the financial statements

(REGISTERED UNDER THE SOCIETIES ACT, CAP. 311)

STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 31 MARCH 2014

	Note	2014 S\$	2013 S\$
REVENUE			
Donation received-tax exempt		131,000	421,000
Charity Film Premiere-tax exempt donation		48,106	48,256
Charity Film Premiere-non tax exempt donation		14,369	18,319
Fire Code Seminar		-	59,400
Fire Safety Seminar		144,181	162,506
Fire Safety Award		7,040	1,018
Fire Safety Mobile Exhibits		-	3,050
Fire Safety Orientation Toolkits		30	130
Interest income			
- Deposit with bank		1,990	3,577
- Interest on bonds		25,442	25,458
Other income		1,501	510
		<u>373,659</u>	<u>743,224</u>
LESS: OPERATING EXPENSES			
COMMITTEE EXPENSES			
Commercial Premises Committee		(637)	-
Fire Safety Committee for Schools & Youth		(31,770)	(30,970)
Publicity Committee		(1,574)	(36,231)
PROJECT EXPENSES			
Annual General Meeting		(8,089)	(5,794)
Digital photography competition 2013		(3,493)	-
Fire code seminar		(498)	(20,253)
Fire Safety Seminar		(67,123)	(80,956)
Charity Film Premiere		(21,835)	(984)
EPLC - Sponsorship		-	(870,000)
NFEC 25th Anniversary		-	(482)
ADMINISTRATIVE EXPENSES			
Employee benefits expense	7	(104,692)	(98,487)
Printing, postage and stationery		(8,541)	(6,194)
Other operating expenses		(12,590)	(20,618)
		<u>(260,842)</u>	<u>(1,170,969)</u>
SURPLUS/(DEFICIT) BEFORE TAXATION		112,817	(427,745)
TAXATION	9	-	-
NET SURPLUS/(DEFICIT) FOR THE YEAR		112,817	(427,745)
OTHER COMPREHENSIVE INCOME			
Items that will not be reclassified to profit or loss		-	-
Items that may be reclassified subsequently to profit or loss		-	-
		<u>-</u>	<u>-</u>
TOTAL COMPREHENSIVE INCOME FOR THE YEAR		<u>112,817</u>	<u>(427,745)</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 2014**

	Accumulated Fund S\$
BALANCE AS AT 1 APRIL 2012	1,707,738
Total comprehensive income for the year	(427,745)
BALANCE AS AT 31 MARCH 2013	<u>1,279,993</u>
Total comprehensive income for the year	112,817
BALANCE AS AT 31 MARCH 2014	<u><u>1,392,810</u></u>

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2014

	Note	2014 S\$	2013 S\$
CASH FLOWS FROM OPERATING ACTIVITIES			
Surplus/(Deficit) before taxation		112,817	(427,745)
Adjustment for non-cash items :			
Interest income		<u>(27,432)</u>	<u>(29,035)</u>
Operating surplus/(deficit) before working capital changes		85,385	(456,780)
Changes in working capital:			
Deposit		<u>32,400</u>	<u>(32,400)</u>
Accrued operating expenses		54	(8,949)
Deferred income		<u>(7,460)</u>	<u>7,460</u>
		24,994	(33,889)
Net cash effect of operating activities		<u><u>110,379</u></u>	<u><u>(490,669)</u></u>
CASH FLOWS FROM INVESTMENT ACTIVITIES			
Interest income received		<u>27,940</u>	<u>29,527</u>
Net cash effect of investment activities		<u><u>27,940</u></u>	<u><u>29,527</u></u>
NET CHANGE IN CASH AND CASH EQUIVALENTS		138,319	(461,142)
CASH AND CASH EQUIVALENTS AS AT 1 APRIL	6	<u>505,375</u>	<u>966,517</u>
CASH AND CASH EQUIVALENTS AS AT 31 MARCH	6	<u><u>643,694</u></u>	<u><u>505,375</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 2014

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 2014 are authorised to be issued on the date of the Statement by Council Members.

2.2 Adoption of new and revised Financial Reporting Standards

The accounting policies adopted in the financial year are consistent with those used in the previous financial year except for the adoption of certain new and revised Financial Reporting Standards effective for the financial year beginning 1 April 2013. These new and revised Financial Reporting Standards have no significant effects on the Council's accounting policies used except for:-

Amendments to FRS 1 Presentation of Items of Other Comprehensive Income

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

Amendments to FRS 107 Disclosure of Offsetting Financial Assets and Financial Liabilities

Amendments to FRS 107 provides disclosure requirements that are intended to help financial statement users better assess the effect or potential effect of offsetting arrangements on an entity's financial position. The new disclosures require information about the gross amount of financial assets and financial liabilities before offsetting and the amounts set off in accordance with offsetting model in FRS 32. An entity shall provide the disclosure required by 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.

Amendments to FRS113 Fair Value Measurement

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

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2.2 Adoption of new and revised Financial Reporting Standards (Continued)

Amendments to FRS 1 Presentation of Financial Statements

The amendment clarifies that when an entity produces an additional statement of financial position as required by FRS 8, the statement of financial position should be as at the date of the beginning of the preceding period – that is, the opening position. No notes are required to support this statement of financial position. However, where management provides additional comparative information voluntarily, it should present the supporting notes to these additional statements. As this is a disclosure standard, there is no impact on its financial position or financial performance upon adoption of this standards.

Amendments to FRS 32 Financial Instruments: Presentation

Previously, FRS 32 requires that the distributions to holders of an equity instrument to be recognised directly in equity net of any related income tax while FRS12 requires that tax consequences of dividends generally to be recognised in profit or loss unless certain conditions are met. The amendment address the inconsistencies by clarifying that income tax related to distributions is recognised in the income statement, and income tax related to the costs of equity transactions is recognised in equity. This amendment is unlikely to have any significant impact to the financial position and financial performance when implemented.

Amendments to FRS 19 Employee Benefits

The amendments outline the accounting requirements for employee benefits, including short-term benefits (e.g. wages and salaries, annual leave), post-employment benefits such as retirement benefits, other long-term benefits (e.g. long service leave) and termination benefits. The standard establishes the principle that the cost of providing employee benefits should be recognised in the period in which the benefit is earned by the employee, rather than when it is paid or payable, and outlines how each category of employee benefits are measured, providing detailed guidance in particular about post-employment benefits.

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 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.

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. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

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

Amendments to FRS 39 Novation of Derivatives and Continuation of Hedge Accounting

FRS 39 requires hedge accounting to be discontinued when the hedging instrument expires or is sold, terminated or exercised, unless the replacement or rollover of a hedging instrument into another hedging instrument is part of the entity's documented hedging strategy.

It was concluded that an entity is required to discontinue the hedge accounting for a derivative that has been designated as a hedging instrument in an existing hedging relationship if the derivative is novated to a central counterparty (CCP); the new derivative, with a counterparty being the CCP, is to be recognised at the time of the novation.

The amendments provide relief from discontinuing hedge accounting when novation of a derivative designated as a hedging instrument meets certain criteria.

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 Plant and equipment

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

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

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

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

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

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

2.7 Impairment assets

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

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

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2.8 Financial assets

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

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

2.9 Cash and cash equivalents

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

2.10 Cash at bank and on hand

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

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

2.11 Investments

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

2.12 Other payables

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

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

2.13 Revenue recognition

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

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

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

2.14 Functional currency

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

2.15 Employee benefits

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

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

2.16 Provisions

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

2. **SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)**

2.17 **Offsetting financial instruments**

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

3. **ACCUMULATED FUND**

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

4. **PLANT AND EQUIPMENT**

	Office equipment S\$	Fire safety robots S\$	Total S\$
<u>Cost</u>			
As at 1 April 2012	12,953	33,935	46,888
Additions	-	-	-
As at 31 March 2013	<u>12,953</u>	<u>33,935</u>	<u>46,888</u>
Additions	-	-	-
As at 31 March 2014	<u>12,953</u>	<u>33,935</u>	<u>46,888</u>
<u>Accumulated depreciation</u>			
As at 1 April 2012	12,953	33,935	46,888
Depreciation charge for the year	-	-	-
As at 31 March 2013	<u>12,953</u>	<u>33,935</u>	<u>46,888</u>
Depreciation charge for the year	-	-	-
As at 31 March 2014	<u>12,953</u>	<u>33,935</u>	<u>46,888</u>
<u>Carrying amount</u>			
As at 31 March 2014	<u>-</u>	<u>-</u>	<u>-</u>
As at 31 March 2013	<u>-</u>	<u>-</u>	<u>-</u>

5. **INVESTMENTS**

	2014 S\$	2013 S\$
Unquoted investment in bonds:		
UOB bonds with a coupon rate of 4.1% per annum maturing on 30.9.2019	251,189	251,360
HDB bonds with a coupon rate of 3.14% per annum maturing on 18.03.2021	<u>505,018</u>	<u>505,355</u>
	<u>756,207</u>	<u>756,715</u>

6. **CASH AND CASH EQUIVALENTS**

	2014 S\$	2013 S\$
Cash at bank	643,307	504,965
Cash on hand	<u>387</u>	<u>410</u>
	<u>643,694</u>	<u>505,375</u>

7. **EMPLOYEE BENEFITS EXPENSE**

	2014 S\$	2013 S\$
Staff salary and bonus	91,982	83,220
Employer's CPF contribution	9,554	11,605
Staff welfare	156	662
Staff transport allowance	<u>3,000</u>	<u>3,000</u>
	<u>104,692</u>	<u>98,487</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:

	2014/2015 \$	2013/2014 \$
Project planned		
Commercial Premises Committee	4,500	2,200
Fire Safety Committee for Schools & Youth	33,000	39,500
Industrial Premises Committee	5,300	6,800
Housing Premises Committee	15,000	15,000
Publicity Committee	25,500	7,000
Secretarial	8,200	-
	<u>91,500</u>	<u>70,500</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:

	2014 S\$	2013 S\$
Due within 1 year	1,733	1,733
Due within 2 – 5 years	<u>2,600</u>	<u>4,334</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 closely monitors interest rates to ensure that favourable interest rates are obtained from its investments.

b) Credit risk

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

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

Financial assets that are neither past due nor impaired

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

Financial assets that are past due and/or impaired

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

c) Liquidity risk

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

The Council does not have any significant financial liabilities.

d) Fair value risk

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

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

12. FINANCIAL INSTRUMENTS

a) Classification of financial instruments

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

	Loans and receivables S\$	Held-to- maturity investments S\$	Financial liabilities at amortised cost S\$	Total S\$
As at 31 March 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>	-
Total non-financial liabilities				7,091
Total liabilities				<u>7,091</u>

	Loans and receivables S\$	Held-to- maturity investments S\$	Financial liabilities at amortised cost S\$	Total S\$
As at 31 March 2013				
<u>Assets</u>				
Investments	-	756,715	-	756,715
Deposit	32,400	-	-	32,400
Cash at bank and on hand	505,375	-	-	505,375
Total financial assets	<u>537,775</u>	<u>756,715</u>	<u>-</u>	<u>1,294,490</u>
Total non-financial assets				-
Total assets				<u>1,294,490</u>
<u>Liabilities</u>				
Total financial liabilities	<u>-</u>	<u>-</u>	<u>-</u>	-
Total non-financial liabilities				14,497
Total liabilities				<u>14,497</u>

b) Derivative instruments

The Council does not utilise any derivative instruments.



National Fire
And
Civil Emergency
Preparedness
Council

Mission

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



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