

NFEC

ANNUAL REPORT

WY 2015/2016 MCI (P) 003/02/2016



National Fire
And
Civil Emergency
Preparedness
Council

The Board of Directors *2015/2016*



Seated (L to R)

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

Standing (L to R)

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

Not in picture

Mr Khor Thong Meng, Mr Poh Poc Huck

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Chairman's Statement

NATIONAL FIRE AND CIVIL EMERGENCY PREPAREDNESS COUNCIL



1. Let me begin by thanking everyone for taking invaluable time off from their busy schedule to attend today's Annual General Meeting.
2. The last work year has been another busy and exciting year for all of us in the Council. Despite many challenges, I am glad to announce that the Council has been successful in reaching out effectively to everyone through its numerous activities and programs. The NFEC continues to be the leading organization in promoting fire safety and emergency preparedness awareness in Singapore. In recognition of our strong partnership with the SCDF, the NFEC was presented with the SCDF Strategic Partner Award during the SCDF Day Celebration last year. These achievements would not have been possible, without the hard work, commitment and dedication by members of the Council and its Sub-Committees and significantly the support, encouragement and contributions provided by our partners and supporters throughout the work year.
3. In spite of these encouraging outcomes, the Council will not rest on its laurels. Rather, we have set our sights on exploring new frontiers and enlarging our partnerships to take the NFEC to a higher level of engagement. For a start, we have expanded the Council to include new key partners to assist us with these intentions. As such, members, partners and supporters can expect yet another exciting and engaging year ahead. Before highlighting the Council's key objectives in the work plan for the coming year, allow me to first recap the key engagements which the Council had managed or implemented in Work Year 2015/2016.

REPORT ON WORK YEAR 2015/2016

4. One of the key highlights in the last work year was the review conducted on the NFEC membership scheme. The main purpose of the review is twofold: firstly to expand the membership pool; and secondly to leverage on the resources from a larger membership pool for the furtherance of the NFEC's mission of promoting fire prevention and civil emergency preparedness in Singapore. I am glad to report that the review had been successfully completed and NFEC will implement the changes in the coming work year.
5. The Council continues to support the SCDF in the **"Singapore-Global Fire-fighters and Paramedics Challenge"** (SGFPC) 2015 which was held at the Singapore EXPO from 13 to 15 November 2015. This time around, the event was held together with the Home Team Festival. A booth was set-up to share NFEC's activities and promote fire safety and emergency preparedness messages. Many visitors participated in the fire safety quiz at the NFEC booth and received prizes for providing the correct answers.
6. The annual **Fire Safety Seminar** was held on 28 July 2015 at the Marina Bay Sands Convention Centre. Jointly-organised by the NFEC's Commercial Premises Committee and the Industrial

Premises Committee, the seminar was attended by more than 900 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 workplaces or premises. The theme of the seminar **“Fire Evacuation: Doing It Right Saves Lives”** reiterated the importance for companies to remain actively involved in the planning, training and managing of fire safety and emergency preparedness.

7. The annual **NFEC Mass Fire Evacuation Drills** (MFED) was held in September 2015 where commercial and industrial buildings were invited to conduct fire evacuation drills at their respective premises during the month-long campaign. The campaign which is into its 11th year kicked start was launched with the conduct of the MFED on 2 September 2015 at the industrial premises of Galmon (Singapore) Pte Ltd and served as a curtain raiser for the month long campaign. The response to the MFED 2015 has been very encouraging with an unprecedented participation from more than 33,000 workers from 211 Industrial and Commercial Premises throughout the island.
8. The Council continues to organize regular dialogue sessions with the FSMs and relevant staff from the hotel industry. Supported by the SCDF and the Singapore Hotel Association, the sessions have proven to be very useful as they provided a platform for clarification on issues and queries relating to fire safety. Through these dialogue sessions, key safety messages, initiatives, developments and actual fire incidents involving hotel premises were shared and discussed among the hotel FSMs. Each session is also an avenue for them to network and share the best fire safety practices in the hotel industry.
9. Building on the successful inaugural dialogue session with the coffeeshop and eating house operators in 2014, a second dialogue session was held on 8 October 2015 at the Foo Chow Building. The event was attended by 30 participants. During the session, actual fire incidents and fire safety non-compliance incidents involving the coffee shops and eating houses were presented and discussed. The session ended with practical training on the use of fire extinguisher to tackle an incipient fire and participants were also taught on the administration of Cardiopulmonary Resuscitation (CPR) and the use of Automated External Defibrillator (AED).
10. To address the rising concern of air-conditioner fires, the NFEC organized the **“Prevention of Air Conditioning Fires”** workshop on 31 March 2016 at the auditorium of 1st SCDF Division HQ. About 70 participants consisting of air conditioner manufacturers, distributors, installers and engineers attended the workshop. It was a meaningful and fruitful session where the participants shared their views and were reminded of the pivotal role they play in preventing air conditioning fires.
11. To actively promote awareness on fire safety to the youths and students, the NFEC’s Schools and Youth Committee has been organising a slew of educational programs and activities for not only primary and secondary schools, but even tertiary institutions. One of the main events organised in the last work year was the **“NFEC-NCDC Inter-Unit Quiz”**. The event was conducted at the Home Team Academy on 28 Aug 2015. Through a fun and challenging competition,

the Inter-Unit Quiz had created a greater awareness amongst the NCDCC cadets in promoting fire prevention and civil emergency preparedness to make Singapore safe and secure.

12. Last year also saw the NFEC continuing continued with its support for the Junior Civil Defence programmes. Together with the SCDF, the **“Junior Civil Defence (CD) Lionhearter Challenge”** was held at the Singapore Discovery Centre on 17 Feb 2016. This engagement is one of the anchor school programme to commemorate Total Defence Day. The fun-filled event not only helped to equip the young primary school participants with vital life-saving skills, it also enabled them to better appreciate the role of the Lionhearters as champions of Emergency Preparedness in schools and beyond.
13. In our efforts to promote fire safety in housing estates, the NFEC’s Housing Premises Committee continues to be involved in the **“Emergency Preparedness Day”** events. These events attracted more than 10,000 residents over the past year. To further reduce the occurrences of rubbish chute fires within the HDB residential heartlands, the committee together with the SCDF, engaged the HDB and Town Councils to partake in the installation of Refuse Chute Timer-based Water Release System for trial at selected HDB precincts. This system has already been installed in twenty selected blocks in the Choa Chu Kang, Jurong and Seng Kang areas and their effectiveness is being closely monitored.
14. To enhance and generate further interest in NFEC activities and NFEC-related news stories, the NFEC’s Publicity Committee has revamped the layout of the Council’s website and also started using infographics to present its fire safety and emergency preparedness messages. Infographics gives us the option to present worded text and information in an engaging and illustrative way. Figures and advisories are now depicted in pictorial illustrations accompanied with succinct information nuggets to drive home key fire safety messages to our audiences. We will surely see more of such enhancements in this coming year.

Plans for Work Year 2016/2017

15. I shall now highlight several key trusts that we will embark upon in Work Year 2016/2017. Details of these upcoming activities and intended initiatives can be found in this annual report. One of the main activities is the organising of the **“3rd Fire Safety Asia Conference”** (FiSAC) in 2017. Building on the success of the two similar conferences held previously in 2011 and 2014, FiSAC 2017 promises to be an even bigger and more exciting conference where fire safety and emergency management issues will be presented and discussed with both local and international participants. The conference will also be a platform for showcasing the latest know-how and technological advancement in fire safety and emergency management.
16. The Council will continue to organise the highly popular annual Fire Safety Seminar. For the coming year, the seminar will continue to focus on the prevention of electrical fire to stamp the increasing trend in electrical fires. We will also use the upcoming seminar to share on the refined emergency evacuation guideline that was deliberated and developed during the 2015 Fire Safety Seminar.

17. The inaugural **Fire Safety Award for Industrial Premises** will be implemented this year to recognise premises that have achieved high standards of fire safety in the industry. It will be implemented in phases to ensure that members of the industry are prepared and ready to be part of this fire safety assessment.
18. Recognising the importance of imparting fire safety knowledge and to further instil good habits to our children and youths, the NFEC will increase its efforts in reaching out to these young stakeholders. For instance, the number of Fire Safety School Assembly Shows will be increased to reach out to more primary school students. Besides promoting fire safety and emergency preparedness messages, the shows will also highlight SCDF's Save-a-Life initiative to raise awareness that the AEDs installed at lift lobbies of HDB Blocks are critical to enhancing the survival rate of cardiac arrest victims before the arrival of the SCDF emergency response specialists.
19. NFEC will continue to promote public awareness and education on fire safety and emergency preparedness at the community level. Aside from addressing the rubbish chute and discarded items fires, the Council will partner the HDB and City Gas to promote a fire safe environment in homes. Arising from the **"Cool Ideas" competition** among schools which was held jointly by NFEC, HDB and CityGas last year, a timer-gas hob was developed and has already been made available commercially by City Gas. This will help to further reduce the occurrence of unattended cooking fires at the residential premises. In the area of emergency preparedness, the Council will continue to work closely with the SCDF and grassroot leaders to encourage residents to take on the role of community first responders and to step forward to assist those in distress during an emergency situation prior to the arrival of the SCDF forces.
20. Last but not least, NFEC will increase its public education drive especially in the areas of fires involving rubbish chutes and discarded items at HDB residential estates as these are the most common types of residential fires in Singapore. The Council will partner the SCDF to broadcast fire safety radio messages during the festive periods such as during the Lunar New Year, Hari Raya Puasa and Deepavali. These radio messages serve to remind the public to be more fire safety conscious during the festive seasons, a period where there is typically more baking and cooking of festive goodies and food.
21. In conclusion, I would like to thank the NFEC Board of Directors as well as Chairmen and members of the NFEC's Committees for their dedication, hard work and commitment and not forgetting our patrons, partners, members, friends and well-wishers for their unreserved support and encouragement all this while. I would also like to place on record our deepest appreciation to our past Board members, Secretaries and Assistant Secretaries for their services, contributions and commitments to champion the cause promulgated by the Council. Last but not least, NFEC is most grateful to Comr Eric Yap, Commissioner SCDF, for his guidance and direction and of course the team of dedicated SCDF staff for their unwavering strong support to the NFEC Council.

Alan Loh
Chairman NFEC

The Board of Directors 2015 - 2016

PATRON-IN-CHIEF



Mr K Shanmugam
Minister for Home Affairs
& Minister of Law

OFFICE BEARERS



Mr Alan Loh Peng Leong
Chairman NFEC



Mr Markham
Shaw Chai Chung
Vice-Chairman NFEC



Mr Shaw Vee King
Advisor



SAC Anwar Abdullah
Executive Director



LTC Wesley Lim
Honorary Treasurer

COMMITTEES' CHAIRPERSONS



Ms Margaret Heng
Chairperson
Commercial premises Committee



Mr Rowan Tan
Chairman
Industrial Premises Committee



Mr Raymond Teo
Chairman
Housing Premises Committee



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



Mr Markham Shaw Chai Chung
Chairman
Fund Raising & Membership
Committee



COL Abdul Razak
Chairman
Publicity Committee

MEMBERS



Mr John Wu Voon Liang



Mr Khor Thong Meng



Mr Derek Teo



Mr Wang Heh



Mr Steven Chen



Mr Edwin Yap



Dr Poh Poc Huck



Mr Benedict Koh Yong Pheng



Mr Ng Yong Hwee



Mr Seet Choh San



Mr Ong Hwee Liang



Mr Tok Hock Soon



Mr Koh Soon Chuang

MINUTES OF THE 29th ANNUAL GENERAL MEETING OF NATIONAL FIRE AND CIVIL EMERGENCY PREPAREDNESS COUNCIL

**HELD ON 28 JULY 2015 AT 1030 HRS AT THE HELICONIA BALLROOM,
MARINA BAY SANDS CONVENTION CENTRE**

Present:

Board of Directors:

Mr Alan Loh Peng Leong	Chairman
Mr Mark Shaw	Vice-Chairman
SAC Anwar Abdullah	Executive Director
LTC Wesley Lim	Hon Treasurer
COL Abdul Razak	Board Member
Ms Margaret Heng	Board Member
Mr Chua Kah Sheng	Board Member
Mr John Wu	Board Member
Mr Raymond Teo	Board member
Mr Benedict Koh	Board Member
Mr Tok Hock Soon	Board Member
Mr Koh Soon Chuang	Board Member
Mr Edwin Yap	Board Member
Mr Seet Choh San	Board Member
Mr Steven Chen	Board Member
Mr Ong Hwee Liang	Board Member

SCDF

Comr Eric Yap	Commissioner SCDF
And 20 Others	

Chairman's Address

1. Chairman commenced the meeting by thanking everyone for taking invaluable time off their busy schedule to attend today's Annual General Meeting.
2. He announced that the Council has been successful in reaching out effectively to everyone through its numerous activities and programs in the last work year and continued to be the leading organisation in promoting fire safety and emergency preparedness awareness in Singapore. This would not have been possible, without the hard work, commitment and dedication shown by the Council and Committee members and the support and contributions made by our partners and supporters.
3. He said that despite these encouraging achievements, the Council is not resting on its laurels. Rather, the Council have set sights on exploring new frontiers and enlarging its partnerships to take NFEC to a higher level of engagement. Our partners and members can expect another exciting and engaging year ahead. Before elaborating on the Council's work plan for the coming year, he recapped the main events that the Council had completed in Work Year 2014/2015.

Report On Work Year 2014/2015

4. O Chairman said that one of the key highlights in the last work year was the official launching of the Emergency Preparedness Centre (EPC) by Mr Teo Chee Hean, Deputy Prime Minister, Coordinating Minister for National Security & Minister for Home Affairs at the Central Fire Station. The Council invited the local media to cover the launch and ran exclusive stories on the EPC's state-of-the art digital exhibitions and its 3-D virtual reality simulator on natural disasters.
5. The work last year also saw the NFEC planned and organised the second run of the Fire Safety Asia Conference (FiSAC 2014), building on the successful inaugural conference held in 2011. FiSAC 2014 was held at the Singapore EXPO from 10 to 12 September 2014. It was the largest fire safety conference held locally with a record number of 1200 participants. It was officially opened by Mr Masagos Zulkifli, the then Senior Minister of State for the Ministry of Home Affairs and Ministry of Foreign Affairs. The theme of the conference was "Fire Safety & Emergency Management: The Way Forward" and the topics were delivered by 14 international and local speakers. The FiSAC Gala Dinner was held at the Marina Bay Sands Expo & Convention Centre and graced by Mr Vikram Nair, Member of the Government Parliamentary Committee for Home Affairs and Law. Five winners of the Fire Safety Design Excellence Awards 2014 were recognised at the Gala Dinner.
6. NFEC also supported the Singapore-Global Fire Fighters and Paramedics Challenge (SGFPC) and Life Savers Connect 2014 which was held at the Singapore EXPO on the 12 and 13 September 2014, involving 19 teams from 17 different countries around the world. This event attracted 19,000 visitors and even made it to the Singapore Book of Records for staging the largest demonstration on the use of "bandage in first aid".

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

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

Plans For Work Year 2015/2016

15. For the new workyear, there will be several key focuses. One of which is to ensure the smooth running of the recently launched Emergency Preparedness Centre (EPC) as an extension of the Civil Defence Heritage Gallery at the Central Fire Station. Equipped with state-of-the art simulators and multimedia presentations, the EPC will enhance the learning experiences in emergency preparedness and life saving skills.
16. The Council will continue to organise the annual Fire Safety Seminar with the key focus on the conduct of proper evacuation at the various premises during an emergency. An emergency evacuation guideline will also be developed and shared during the session. The Council will also be looking at the sharing of lessons from major incidents in Singapore and abroad to further enhance the understanding and readiness of our partners and communities in both fire safety and emergency preparedness.
17. There are plans to introduce a Fire Safety Award for Industrial Premises. Details are being worked out by the Industrial Premises Committee. It will be launched in phases to better prepare and attract industrial premises to be part of the Fire Safety Assessment.
18. Recognising the need to impart fire safety knowledge and instil good habits to the children and youths, the NFEC will increase its efforts in reaching out to these stakeholders. The Council will increase the number of Fire Safety Assembly Shows to reach out to more primary school students in the year. The shows will also highlight SCDF's Save-a-Life initiative to raise awareness that AEDs will be installed at lift lobbies of HDB Blocks and residents are trained to perform CPR and AED. The Schools and Youth Committee will also be organising a Fire Safety Skit Competition for secondary school students, where participants act out in a skit to highlight fire safety messages to the audience.
19. In the face of a small membership pool, he said the Council will be reviewing and revising the existing membership system. The main aim of this revision is to expand the membership pool to achieve greater access to resources for the furtherance of NFEC's mission in promoting fire prevention and civil emergency preparedness.

20. In conclusion, he extended his thanks to the NFEC Board of Directors and members of the various Committees for their dedication, hard work and commitment and the patrons, partners, members, friends and well-wishers for their unreserved support and encouragement all this while. He also expressed the Council's gratitude and appreciation to Comr Eric Yap, Commissioner SCDF, for his guidance and direction and his team of dedicated staff for their ever strong support to the Council.

Confirmation Of Minutes Of Meeting

21. The minutes of 28th AGM held at the Furama Riverfront hotel, Singapore on 30 July 2014 was proposed for adoption by Ms Margaret Heng and seconded by Mr Benedict Koh.

Annual Report 2014/2015

22. The meeting approved the NFEC Annual Report for WY 2014/2015. Mr Seet Choh San and Mr Ong Hwee Liang proposed and seconded to accept the report respectively.

APPROVAL OF FINANCIAL STATEMENT FOR THE YEAR ENDING 31 MAR 2015

23. The accounts audited by Cypress Singapore PAC for the year ending 31 Mar 2015 were accepted and approved at the meeting. Mr Steven Chen proposed to accept the financial report with Ms Margaret Heng seconded it.

Conclusion

24. There being no other matters, the meeting ended at 1120 hrs. All members adjourned for a luncheon.

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

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

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

Date : **25 Aug 2015**

Industrial Premises Committee

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

Introduction

Work Year 2015/2016 was an eventful year for the Industrial Premises Committee. The Committee organised several events aimed at supporting the objectives of the Council, as well as meeting the goals of promoting fire safety and enhancing civil emergency preparedness standards for industrial premises throughout the year.

Distribution of Fire Safety Posters

In order to reinforce good fire safety practices in industrial premises, IPC distributed posters, highlighting key messages specifically crafted to address areas of concern such as the risk of electrical fires, and tips on avoiding poor fire safety practices. These posters, printed in both English and Chinese, were distributed through member associations and organisations such as FSMAS, SISO, HDB, as well as by the SCDF officers performing fire safety and enforcement checks on industrial premises. A new electrical fire safety poster was also specially designed for industrial premises with the following guidelines:

- Never overload electrical outlets with electrical appliances
- Always switch off appliances when they are not in use
- Check the condition of wires regularly; frayed wires or cracked cords should be replaced or repaired immediately
- Do not run wires under carpets or mats and keep wires away from hot surfaces
- Use electrical plugs which carry the SAFETY mark

NFEC Fire Safety Seminar 2015

The annual Fire Safety Seminar was held at Marina Bay Sands Convention Centre on 28 July 2015. The Industrial Premises Committee and the Commercial Premises Committee (CPC) worked hand-in-hand to organise and ensure success of the event. The event attracted about 900 participants comprising of Fire Safety Managers (FSM), Community Emergency Response Team (CERT) members, as well as

those with a role in enhancing emergency response in their respective premises. The theme of the event “**Fire Evacuation: Doing it right Saves Lives**” served as a timely reminder for premises to develop, review its fire evacuation measures and procedures. Significantly, the staff must be thoroughly trained to ensure the plan is executed correctly during a fire emergency.

Mass Fire Evacuation Drills 2015

The aim of the Mass Fire Evacuation Drill is to better prepare our workforce in responding to emergency situations. On 2 September 2015, the NFEC and SCDF successfully launched the NFEC Mass Fire Evacuation Drills 2015 at Galmon (S) Pte Ltd. The scenario of a diesel storage tank on fire was simulated with the fire quickly attended by Galmon’s CERT before the arrival of the SCDF and SPF personnel at site.

Companies were also encouraged to conduct their own Fire Evacuation Drills at their own premises in the month of September. Through such drills, member of public would be better prepared to respond to emergency situations, which would in turn increase their chance of survival in times of adversity. A total of 130 industrial premises (out of 211 premises) took part and they were awarded with a Certificate of Appreciation from the NFEC.

JTC Safety and Security Event

In collaboration with the JTC Corporation, the Safety and Security Event was held at Block 20, Woodlands Link on 29 October 2015. 3rd SCDF Division and Sembawang NPC supported the events with activities such as a crime prevention exhibition, CPR & AED hands-on session and fire extinguishers hands-on session. The event was well-received with about 100 tenants attending.

Dialogue Session with FSMs and Safety Officers

A dialogue session with the FSMs and Safety Officers was held on 14 March 2016 at HQ SCDF. Participants from the FSMAS and SISO participated actively in the dialogue session. SCDF’s Fire Investigation Unit shared the 2015 fire statistics while SCDF’s Central Enforcement Department shared the common fire safety non-compliances. The session ended with a Questions and Answers session where participants had their queries answered and clarified.

Moving Forward

In the coming Work Year 2016/2017, IPC will continue to strengthen its efforts to heighten fire safety awareness among the industries by implementing action plans targeting specific areas of concern highlighted in the annual fire statistics. These include the distribution of posters and circulars promulgating good fire safety practices and useful tips through various channels, such as our member associations and during key NFEC events.

IPC is also organising the annual Fire Safety Seminar in collaboration with the Commercial Premises Committee, and supported by the SCDF. Through other initiatives such as dialogues with key stakeholders and the Mass Fire Evacuation Drill, IPC hopes to reach out to more of the industries and enhance overall fire safety and civil emergency preparedness standards. IPC will continue to work on the Fire Safety Award for industrial premises. The Fire Safety Award for Industrial premises recognises premises that have achieved certain standards of fire safety, and would serve as a testimony of the participating organisation's deep-rooted commitment towards maintaining a high standard of fire safety.

Commercial Premises Committee

Chairperson	:	Ms Margaret Heng
Vice-Chairman	:	Mr John Wu
Secretary	:	CPT Soh Seok Yuen
Asst Secretary	:	WO Md Ridzal MD Hussein
Member	:	Mr Benedict Koh Mr Seet Chor San

Introduction

The Commercial Premises Committee (CPC) plays an active role in promoting fire safety and civil emergency preparedness in all commercial premises in Singapore. As part of CPC's relentless efforts to engage the key stakeholders such as hotels, high-rise office buildings, shopping complexes, retail outlets and hospitals in fire safety and civil emergency preparedness, a series of events and activities were held in Work Year 2015/2016.

NFEC Fire Safety Seminar 2015

The annual Fire Safety Seminar was held on 28 July 2015 at Marina Bay Sands Convention Centre. The CPC and the Industrial Premises Committee (IPC) jointly-organised the event successfully with a record of more than 900 participants comprising Fire Safety Managers (FSM), Fire Safety Practitioners, Community Emergency Response Team (CERT) members, as well as those with a role in enhancing emergency response at their respective workplaces or premises. The theme of the seminar **"Fire Evacuation: Doing It Right Saves Lives"** reiterated the importance for companies to remain actively involved in the planning, training and managing of fire safety and emergencies matters so as to be better prepared in times of emergencies.

A total of four papers were presented during the seminar; with speakers from the SCDF and Jurong Point Shopping Centre. The seminar was livened up with an interactive Q & A session facilitated by COL Abdul Razak, Director of SCDF Public Affairs Department (also a Council member) along with the Speakers. In line with the seminar theme, the event concluded with a workshop on **"How to Organise an Effective Evacuation Drill"** where participants discussed and shared their experience in organising evacuation drill for various buildings with different challenges.

Dialogue with Coffeeshop/Eating House Operators

The dialogue session with Coffeeshop/Eating House Operators was an initiative that was launched in WY 2013/2014 by the CPC to deliver specific fire safety information and provide opportunities for the operators to exchange of information with the NFEC and SCDF. The second dialogue was held on 8 October 2015 at Foo Chow Building. During the dialogue session, actual fire incidents & fire safety non-compliances involving the Coffeeshops and Eating Houses were shared by the SCDF Officers.

In addition, participants were also provided with an opportunity to interact with the SCDF officers and exchange views and knowledge relating to fire safety. This dialogue session also serves as a good platform for all participants to make contacts and network with fellow coffeeshop operators on the best practices on fire safety. The dialogue ended with a demonstration and practical session on administration of Cardiopulmonary Resuscitation (CPR) and use of the Automated External Defibrillator (AED) which participants will find useful during medical emergencies.

Mass Fire Evacuation Drill 2015

The annual NFEC Mass Fire Evacuation Drills (MFED) was held in September 2015 where commercial and industrial buildings / owners were invited to conduct evacuation drills at their premises in a month-long drive held in September. The event was launched with the conduct of the first Mass Fire Evacuation Drill on 2 September 2015 at the industrial premises – Galmon (Singapore) Pte Ltd. The drill scenario involved a diesel storage tank on fire which was attended to swiftly by Galmon’s CERT before the arrival of the SCDF and SPF. The event culminated with the presentation of Certificate of Participation by Mr Alan Loh, Chairman of the NFEC to Galmon senior management. At the end of the evacuation drill, SCDF Officers highlighted the positive points observed as well as sharing of key learning points with its FSM and employees.

The response for Industrial and Commercial Premises to take part in MFED through holding their evacuation drills in the month of September 2015 was heartening. A total of 211 Industrial and Commercial Premises comprising about 33,020 participants were involved in their premises’ evacuation drill held in the month of September 2015.

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. 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 2015/2016

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.

In December 2015, CPC opened the nomination for the 11th edition of the FSA. At the close of the nomination, 88 commercial premises which included hotels, hospitals and shopping centres signed up for the award.

NFEC Prevention of Air Conditioning Fires Workshop

To address the rising trend of air-conditioner fires, the NFEC organized Prevention of Air Conditioning Fires Workshop on 31 March 2016 at HQ 1st CD Division auditorium. It attracted about 70 participants consisting of air conditioning manufacturers, distributors, installers and engineers. The Workshop was a very meaningful and fruitful session where the participants shared their views and was reminded of the pivotal role they play in preventing air conditioning fires.

Moving Forward

In Work Year 2016/2017, 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 the previous Work Years and initiate new projects and platforms for the promotion and sharing of best practices and experiences. It will certainly be another exciting year ahead for CPC as it strives to further enhance the overall fire safety standards and level of civil emergency preparedness in commercial premises in Singapore.

FIRE SAFETY COMMITTEE FOR SCHOOLS & YOUTH

Committee Members:

Chairman	:	Mr Chua Kah Sheng
Vice-Chairman	:	LTC Bob Tan
Secretary	:	MAJ Hobart Lee
Assistant Secretary	:	SSG Abdul Rahman
Member	:	Mr Jeffrey Quek

Introduction

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

NFEC Fire Safety Assembly Show

Since 2012, the Committee has been working with Magic Avenue to produce a skit incorporating key messages on fire safety and emergency preparedness to primary schools nationwide in a fun and interesting manner. Titled "Ever Ready For Emergencies", the assembly show, which features the NFEC mascots, Impy and Misty provides a creative and interactive platform to convey key emergency preparedness messages on fire safety to primary school students and the public. In addition to the shows being held at schools, 3 shows were conducted daily from 18-20 March 2016 at 'Temasek Cares Stay Prepared Community Engagement Programme' at Tampines Mall Promenade. This community outreach event was organized by Temasek Cares and supported by SCDF, with a target outreach of 1,000 members of public over the 3-day event.

The important messages conveyed through the show are:

- **Understanding AED** – What to do when encountering a collapsed victim.
- **Fire Prevention** – How to prevent a fire and things to do and not to do during a fire.
- **Peacetime Emergency** – Things to do and not to do during lightning and tremors.
- **Terrorism** – Things to do when you see a suspicious object.

NFEC-NCDCC Inter-Unit Quiz

The Committee and the National Civil Defence Cadet Corps (NCDCC) co-organised the NFEC-NCDCC Inter-Unit Quiz in 2015. The event was conducted at the Home Team Academy (HTA) on 28 Aug 2015. Through a fun and challenging competition, this Inter-Unit Quiz aimed to create a greater awareness amongst NCDCC cadets in promoting fire prevention and civil emergency preparedness to make Singapore safe and secure. As a result of a review of the programme to make it more appealing to participants, together with intensified publicity efforts, the participation rate increased threefold as compared to the previous year.

The winners of the competition were:

Award	School
Champion	Evergreen Sec Team 1
1 st runner-up	Orchid Park Sec Team 1
2 nd runner-up	Orchid Park Sec Team 2

Junior Civil Defence Lionhearter Challenge

Positioned as one of the key school engagement programmes to commemorate Total Defence Day, the Junior Civil Defence (CD) Lionhearter Challenge was held at the Singapore Discovery Centre (SDC) on 17 Feb 2016. Following the success of the inaugural challenge in 2014, 2016's challenge featured teams of Lionhearters participating in a challenge in a bid to clear game stations that were themed in line with Emergency Preparedness (EP) and Total Defence. The involvement of participants in the fun-filled EP challenge served to facilitate their learning of vital life-saving skills and also enabled them to better appreciate the role of the Lionhearters as champions of EP in schools and beyond.

School teams pitted their skills and wits for a morning of fun and knowledge in SDC where they applied their proficiency in first aid, fire safety and knowledge to Total Defence. Each school team comprising four Junior CD Lionhearters was mentored by two senior 'mentor participants' (senior CD Lionhearters from ITE Colleges or Polytechnics, or NCDCC Cadet Lieutenants). The challenge involved the teams completing various skill sets/tasks at nine zones, all of which were focused towards reinforcing the values of each of the five key pillars of Total Defence.

The three winning schools of the Junior CD Lionhearter Challenge 2016 were:

Award	School
Champion	Xishan Primary School
1 st runner-up	Damai Primary School
2 nd runner-up	St. Hilda's Primary School

Future Plans

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

NFEC is committed to educating and offering lifesaving skills and programmes to enhance the ability of youths in identifying potential fire hazards and to raise their level of emergency preparedness awareness.

PUBLICITY SUB-COMMITTEE

Chairman	:	COL A Razak Raheem
Secretary	:	CPT Ron Chua
Asst Secretary	:	SSG Ong Lu Lu
Member	:	LTC Leslie Williams

The NFEC Publicity Sub-Committee

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

NFEC Fire Safety Seminar 2015

The annual NFEC Fire Safety Seminar was held on 28 July 2015 at the Marina Bay Sands Expo & Convention Centre. More than 900 participants including FSMs and fire safety practitioners from the commercial and industrial premises took part in the Seminar.

The seminar theme "**Fire Evacuation: Doing It Right Saves Lives**" was chosen to reiterate the importance of having a fire evacuation plan, and also ensuring that it is kept updated and all staff know what to do during a fire emergency.

The event concluded with a workshop on "**How to Organise an Effective Evacuation Drill**" where participants discussed and shared their experience in organising evacuation drill for various buildings with different challenges. Jurong Point Shopping Centre, who helped launch the Mass Fire Evacuation Drill campaign in 2014 during their business hours, was invited to share tips on how to hold an emergency exercise which involved both their tenants and shoppers.

Mass Fire Evacuation Drill 2015

The launch of the NFEC Mass Fire Evacuation Drill 2015 campaign was held at Galmon (S) Pte Ltd on 2 September. The Committee invited the local media and the drill was positively covered by The Straits Times and Lianhe Zaobao. More than 33,000 participants from 211 premises participated in the month-long campaign in September.

Singapore-Global Firefighters & Paramedics Challenge and Home Team Festival 2015

The publicity for the Singapore-Global Firefighters & Paramedics Challenge 2015 was organised by the SCDF and supported by the NFEC from 13 to 15 November. Publicity came in the form of posters,

flyers and newspaper advertisements. A NFEC booth was also set up at the Home Team Festival to share NFEC's activities and fire safety and emergency preparedness messages. Visitors had the chance to win prizes by answering simple fire safety questions at the NFEC booth.

SMRT – Temasek Cares AED on Wheels Programme

SMRT- Temasek Cares AED on Wheels is a three-year pilot programme where 100 SMRT taxis have AEDs installed in their vehicles. The launch for the AED on Wheels Programme at the SMRT Sports and Recreation Club on 27 November 2015 and was graced by Mr Chan Chun Sing, Minister in Prime Minister's Office and Secretary-General of the National Trade Union Congress.

These specially-equipped taxis will increase the availability of AEDs in the community. In the event of sudden cardiac arrest, an AED can be delivered quickly to the scene, thus helping to improve the chances of survival for the victim. This is part of the SCDF's Save-A-Life initiative which aims to increase the survival rate of cardiac arrest victims by building a network of trained community responders to respond to cardiac arrest cases in their immediate vicinity, and also will equip the community with more publicly-accessible AEDs.

NFEC is one of the key supporters of this programme which is led by SMRT Taxis and Temasek Cares and supported by the Singapore Heart Foundation, the National Taxi Association and the SCDF.

This programme to 'mobilise' AEDs through taxis on such a scale is a first-of-its-kind in Southeast Asia.

Release of SCDF Fire and Ambulance Statistics 2015

On 30 January 2016, the SCDF released its annual fire and ambulance statistics release for the year 2015. The Committee leveraged the presence of the media to reiterate the work done by the NFEC, SCDF and community partners in reaching out to the public with their fire safety programmes and messages. This was well featured by the local print media as well as across selected MediaCorp radio stations during the festive seasons throughout the year.

Electrical Fire Safety Posters for Commercial and Industrial Premises

The Committee designed the electrical fire safety posters for the commercial and industrial premises. The posters were a refreshing update as it was specially designed to suit the respective demographics of the audience. The high-resolution versions of the posters were uploaded onto the NFEC website for the public to download for their use.

Use of Infographics for Fire Safety and Emergency Preparedness Messages

The Committee has started using infographics to present its fire safety and emergency preparedness messages. Infographics gives us the option to present worded text and information in an interesting and illustrative way. Figures and advisories are now depicted in animated pictures with a succinct explanation to drive home the important fire safety message to our audiences.

SCDF's Annual Public Education Drive on Fire Safety Messages

Fires involving rubbish chutes and discarded items are two of the top three categories for residential fires. Fire safety radio messages were aired during the festive periods: Chinese New Year, Hari Raya Puasa and Deepavali. In partnership with the NFEC, this project is part of the on-going public education drive to generate greater public awareness on rubbish chute and discarded items fires and to remind the public to be more fire safety conscious during the festive season.

NFEC Flash Updates

The Committee had been actively issuing online announcements in the NFEC website. An initiative by the Committee is the “**NFEC Flash Update**” e-banner which is used to disseminate news alerts, programmes and photos of NFEC-led or NFEC-supported events. In addition, events and announcements such as fire safety dialogues with key stakeholders, the NFEC Fire Safety Seminar, HDB Heartland Talks and the launch of the SMRT- Temasek Cares AED on Wheels Programme were sent out via the NFEC Flash Update. The NFEC Flash Update is a useful online tool that the Committee will continue to use to keep the NFEC Board of Directors and the various sub-committees and secretaries informed and updated on matters pertaining to the NFEC.

Forthcoming Activities

In addition to ongoing projects and publicity for NFEC events, the Committee will be looking at revamping the NFEC website and exploring greater use of social media to engage the public in community emergency preparedness.

Housing Premises Committee

Committee Members:

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

Introduction

The Housing Premises Committee (HPC) strives to enhance the 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 these objectives 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 4,604 fires that the Singapore Civil Defence Force (SCDF) responded to from January to December 2015, 62.9% (2897 cases) of the fires were attributed to fires in residential premises. This marginal increase of nine cases (0.3%) from 2014 is the first increase after the continuous decreasing trend for fires in residential premises over the past years, from 3,184 in year 2012; 2,952 in year 2013 and 2,888 in year 2014. On a positive note, this is a slight increase compared to Singapore's total population growth of 1.2% (from 5.47 million in 2014 to 5.54 million in 2015). It is also encouraging to note that there is an improvement to the statistics of total fires to private residential estates. Comparing the year 2014 and 2015, there is a decrease in fires in private residential estates by 12.9% which registered 210 and 183 cases respectively.

The top five types of fires in residential premises are rubbish chute, unattended cooking, household contents, discarded items and electrical fires. Rubbish chute fires (53.3%) continued to form the bulk of residential fires and registered an increase from 1479 cases in 2014 to 1509 cases in 2015.

The second largest type of fires in residential estates involved unattended cooking. The number of fires as a result of unattended cooking increased by 7.0% in 2015, reversing the declining trend observed for such type of fires since 2011. To address the rising trend for unattended cooking fires, City Gas has worked with their suppliers and partners to manufacture a timer gas hob for use in Singapore. The design was adopted from the 'Cool ideas for Better HDB Living' competition held by the HDB in collaboration with the NFEC in 2014. The SCDF also worked with the Community Emergency and Engagement Committee (C2E) to reach out to the residents through a Post-Fire Education Blitz. On top of setting up a home fire safety exhibition, SCDF officers would conduct house-to-house visits with the C2E to provide residents with fire safety tips through the dissemination of brochures in all four languages after the occurrence of a major fire in HDB flat.

Fires involving discarded items at common areas in HDB estates such as corridors, lift lobbies, staircases and void decks registered a drop from 298 cases registered in 2014 to 283 cases in 2015, an improvement of 5%. The reduction in fires involving discarded items was the result of the continuous efforts by the HPC and SCDF, who had worked with the Town Councils to put up posters on 'Guidelines on the Use of Common Areas in HDB Estates at HDB Blocks' Notice Boards to address the issue of discarded item fires since 2012. While the drop in the number of discarded items fires is encouraging, more could be achieved through joint agency effort to combat cluttering of items along common area and passageways.

In the effort to educate the general public and create better fire safety awareness, a total of 28 Emergency Preparedness Days were conducted in 2015. The outreach programme over the past year has attracted more than 10,000 residents. These programmes were tailored to achieve specific improvements with emphasis on different aspects of fire safety at different constituencies. In Potong Pasir, the residents were taught to operate fire extinguishers and educated on common fire types and prevention measures while in Kebun Baru, block fire evacuation exercise involving residents and CERT volunteers were conducted.

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

Way Forward

The Committee will continue to identify the fire-prone constituencies and target its outreach efforts towards specific audience groups via platforms such as Emergency Preparedness Days, community events and seminars, engagement of relevant associations, media, and etc.

Further to HPC's efforts in addressing refuse chute fires, the Committee (working with SCDF) will be encouraging the Town Councils to extend the refuse chute timer-based water release system (TERS) in their precincts. This system has already been installed in twenty selected blocks around the island, including Choa Chu Kang, Jurong and Seng Kang areas. HPC will be monitoring closely on the effectiveness of this technology.

Arising from the Cool ideas competition, a timer-gas hob was developed. This is part of HPC's effort to partner with Building Research Institute of HDB and City Gas. To further reduce unattended cooking fires, HPC would embark on further studies on the causes demographic of these fire incidents. In addition, HPC would continue to use the platform, 'Heartland Talk' organised by HDB to educate the members of public in term of fire safety at homes

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



Highlight Of Activities For WY 15/16

NFEC Fire Safety Seminar 2015 (28 July 2015)



NFEC Mass Fire Evacuation Drill, at Galmon (Singapore) Pte Ltd (2 Sep 2015)



NFEC Coffee Shop Dialogue Session (8 October 2015)



NFEC Air-Con Workshop
(31 March 2016)



NFEC-NCDCC Inter-Unit Quiz 2015
(28 August 2015)



NFEC Fire Safety Drama Show for Primary Schools

Home Team Festival 2015 (12 - 15 Nov 2015)



Junior CD Lionhearter
Challenge 2016
(17 Feb 2016)



Fund Raising and Membership Committee 2015/2016

Chairman	:	Mr Markham Shaw
Vice-Chairman	:	Mr Ng Yong Hwee
Members	:	LTC Wesley Lim Mr Steven Chen Mr Derek Teo
Secretary	:	Cpt Eddie Tan
Assistant Secretary	:	SWO Masnita Bte Rahmat

Introduction

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

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

Review of Membership System

In WY2015/16, the Fund-Raising and Membership Committee started to study the membership system and proposed to revamp it to (a) expand and extend membership pool; and (b) to achieve greater leverage on resources from a larger membership pool for the furtherance of the NFEC's mission of promoting fire prevention and civil emergency preparedness.

Membership Incentives

In recognition of their commitment and contributions, all members have privileged access to utilize the NFEC Mobile Fire Safety Exhibit Panels, NFEC's publications, posters and brochures to assist them in promoting fire safety and civil emergency preparedness at their workplaces. They also enjoy invitations and special member rates for NFEC Activities, such as the Annual Fire Safety Seminar.

Future Plans

The Committee will continue to raise funds by holding its signature annual NFEC Charity Film Premiere in WY 2016/17. The Premiere is targeted to be held on 22 June 2016, with the screening of the long-awaited sequel to Independence Day, Independence Day: Resurgence".

The Committee will also work towards launching NFEC's new partnership system with a two-pronged approach.

Firstly, the Committee will work to enhance the offers in incentives/benefits and make the package more attractive. For instance, the Committee is intending to allow partners priority registration for its events, and is also intending to waive all membership fees. Secondly, the Committee will adopt the Corporate Social Responsibility (CSR) approach and encourage partnerships from the various NFEC platforms. Partners will be engaged to join NFEC in its call to promote fire and especially, civil emergency preparedness, in the current security climate.

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.

National Fire And Civil Emergency Preparedness Council

(REGISTERED UNDER THE SOCIETIES ACT, CAP. 311)

UEN No. S86SS0064F

Financial Statements

For the year ended

31st March 2016

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

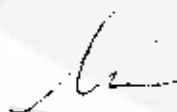
STATEMENT BY DIRECTORS

In our opinion, the accompanying financial statements, together with the notes thereon are drawn up so as to give a true and fair view of the financial position of the Council as at 31 March 2016 and of the performance, changes in accumulated fund and cash flows of the Council for the year ended 31 March 2016 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 (resigned on 31.03.2016)

Singapore, 30 MAY 2016

**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 2016, 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 and fair presentation of these financial statements in accordance with the provisions of the Singapore Societies Act, Cap 311, Singapore Charities Act, Cap 37, (the "Acts") and Singapore Financial Reporting Standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, 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 of the Council presents fairly, in all material respects, the state of affairs of the Council as at 31 March 2016 and the financial performance, changes in accumulated funds and cash flows of the Council for the year ended in accordance with the provisions of the Acts and Singapore Financial Reporting Standards.


REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS

In our opinion,

- a) the accounting and other records required by the Acts 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 2016 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.

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

- a) the Council did not comply with the requirements of Regulation of the Charities Act which states that the total relevant fund-raising and sponsorship expenses for the financial period should not exceed 30% of the total relevant receipts from fund-raising and sponsorships for the reporting year; and
- b) that the donation monies have not been using in accordance with the objectives of the Council as an institution of a public character.



CYPRESS SINGAPORE PAC
Public Accountants and
Chartered Accountants
Singapore

Date 30 MAY 2016

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

STATEMENT OF FINANCIAL POSITION AS AT 31 MARCH 2016

	Note	2016 SGD	2015 SGD
ACCUMULATED FUND	3	<u>1,592,958</u>	<u>1,535,623</u>
Represented by:			
NON-CURRENT ASSETS			
Investments	5	754,312	754,312
Plant and equipment	4	6,333	-
CURRENT ASSETS			
Prepaid operating expenses		87	243
Cash at bank and on hand		856,401	790,327
		<u>856,488</u>	<u>790,570</u>
Less:			
CURRENT LIABILITIES			
Accrued operating expenses		17,455	9,259
Deferred revenue		6,720	-
		<u>24,175</u>	<u>9,259</u>
NET CURRENT ASSETS		<u>832,313</u>	<u>781,311</u>
		<u>1,592,958</u>	<u>1,535,623</u>

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

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

STATEMENT OF COMPREHENSIVE INCOME FOR THE YEAR ENDED 31 MARCH 2016

	Note	2016 SGD	2015 SGD
REVENUE			
Donation received- tax exempt		101,000	134,800
Donation received- non tax exempt		-	1,500
Fire Safety Orientation Toolkits		203	-
Fire Safety Seminar		191,474	150,085
Fire Safety Exhibits		-	2,928
NFEC Appreciation Night		-	50,630
NFEC Workshop on Prevention of Electrical Fire		-	12,240
NFEC Golf Charity Tournament- tax exempt donation		-	88,636
NFEC Golf Charity Tournament- non exempt donation		-	18,864
Interest income			
- Deposit with bank		3,132	2,715
- Interest on bonds		19,170	18,472
Other income		2,954	23,644
		<u>317,933</u>	<u>504,514</u>
LESS: OPERATING EXPENSES			
COMMITTEE EXPENSES			
Commercial Premises Committee		-	(563)
Fire Safety Committee for Schools & Youth		(8,400)	(29,276)
PROJECT EXPENSES			
Fire Safety Seminar		(89,783)	(98,617)
NFEC Golf Charity Tournament		-	(31,471)
NFEC Appreciation Night		-	(46,733)
NFEC NEAR Project		(910)	-
NFEC Program at Home Team Festival		(8,046)	-
ADMINISTRATIVE EXPENSES			
Annual general meeting		(6,003)	(7,715)
Depreciation of plant and equipment		(1,564)	-
Employee benefits expense	7	(114,536)	(108,913)
Printing, postage and stationery		(6,176)	(2,349)
Other operating expenses		(25,180)	(36,064)
		<u>(260,598)</u>	<u>(361,701)</u>
SURPLUS BEFORE TAXATION		57,335	142,813
TAXATION	9	-	-
NET SURPLUS FOR THE YEAR		57,335	142,813
OTHER COMPREHENSIVE INCOME			
Items that will not be reclassified to profit or loss		-	-
Items that may be reclassified subsequently to profit or loss		-	-
Other comprehensive income, net of tax		-	-
TOTAL COMPREHENSIVE INCOME FOR THE YEAR		57,335	142,813

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 2016

	Accumulated Fund SGD
BALANCE AS AT 1 APRIL 2014	1,392,810
Total comprehensive income for the year	142,813
BALANCE AS AT 31 MARCH 2015	<u>1,535,623</u>
Total comprehensive income for the year	57,335
BALANCE AS AT 31 MARCH 2016	<u><u>1,592,958</u></u>

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

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

STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 31 MARCH 2016

	Note	2016 SGD	2015 SGD
CASH FLOWS FROM OPERATING ACTIVITIES			
Surplus before taxation		57,335	142,813
Adjustment for:			
Depreciation of plant and equipment		1,564	-
Interest income		(22,302)	(21,187)
Operating cash flows before working capital changes		<u>36,597</u>	<u>121,626</u>
Changes in working capital:			
Prepaid operating expenses		156	(243)
Accrued operating expenses		8,196	2,168
Deferred revenue		6,720	-
		<u>15,072</u>	<u>1,925</u>
NET CASH EFFECT OF OPERATING ACTIVITIES		<u>51,669</u>	<u>123,551</u>
CASH FLOWS FROM INVESTING ACTIVITIES			
Interest income received		22,302	23,582
Investment in unquoted bond		-	(250,500)
Proceed from redemption in unquoted bond		-	250,000
Purchase of plant and equipment		(7,897)	-
NET CASH EFFECT OF INVESTING ACTIVITIES		<u>14,405</u>	<u>23,082</u>
NET CHANGE IN CASH AND CASH EQUIVALENTS		66,074	146,633
CASH AND CASH EQUIVALENTS AS AT 1 APRIL	6	790,327	643,694
CASH AND CASH EQUIVALENTS AS AT 31 MARCH	6	<u><u>856,401</u></u>	<u><u>790,327</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 2016

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 office and principal place of business 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 2015 to 28 June 2018.

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 and in accordance with the provisions of the Societies Act, Cap. 311 and Charities Act, Cap. 37

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 2016 are authorised to be issued on the date of the Statement by Directors.

2.2 Adoption of new and revised Financial Reporting Standards

The accounting policies adopted in the financial year are consistent with those used in the previous financial year except for the adoption of certain new and revised Financial Reporting Standards effective for the financial year beginning 1 April 2015. These new and revised Financial Reporting Standards have no significant effects on the Council's accounting policies used except for:-

Amendments to FRS 19 Defined Benefit Plans: Employee Contributions

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

Amendment to FRS 113 Fair Value Measurement

This amendment explains that the entity is permitted to measure fair value of a group of financial assets and financial liabilities at a price on a net risk exposure basis (offsetting positions in market risks or counterparty credit risk) only to financial assets, financial liabilities and other contracts within the scope of FRS 39.

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

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

Amendment to FRS 16 Property, Plant and Equipment

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

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:-

Amendment to FRS 19 Employee Benefits

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

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

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

FRS 109 Financial Instruments

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

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

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

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

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

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

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

FRS 109 Financial Instruments (continued)

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

(ii) Impairment methodology

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

(iii) Hedge accounting

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

Amendment to FRS 107 Financial Instruments: Disclosures

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

2.4 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 except for:-

(i) *Depreciation of plant and equipment*

The estimates for the residual values, useful lives and related depreciation charges for the plant and equipment are based on commercial and production factors which could change significantly as a result of technical innovations and competitors' actions in response to the market conditions.

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2.5 Key sources of estimation uncertainty (continued)

(i) Depreciation of plant and equipment (continued)

The Council anticipates that the residual values of its plant and equipment will be insignificant. As a result, residual values are not being taken into consideration for the computation of the depreciable amount.

Changes in the expected level of usage and technological development could impact the economic useful lives and the residual values of these assets, therefore future depreciation charges could be revised.

2.6 Plant and equipment and depreciation

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

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

	% per annum
Office equipment	20%
Fire safety robots	20%
Equipment – NEAR Project	20%

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

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

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

2.7 Investments

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

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. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2.9 Other receivables

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

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

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

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

2.10 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 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.

2.12 Impairment of assets

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

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

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2.13 Other payables

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

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

2.14 Provisions

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

2.15 Revenue recognition

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

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

- (i) Donations and income from fund raising projects are recognised as and when the Council's entitlement to such income is established with certainty and the amount can be measured with sufficient reliability.
- (ii) Income from charitable events and other events are recognised upon the completion of such events.
- (iii) Interest income is recognised on time proportioned basis using the effective interest method.

2.16 Employee benefits

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

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

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2.17 Operating lease

Lease rental under operating leases (net of any incentives received from the lessor) are charged to the statement of comprehensive income on a straight-line basis over the year of the lease.

2.18 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.

2.19 Offsetting financial instruments

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

3. ACCUMULATED FUND

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

4. PLANT AND EQUIPMENT

	Office equipment SGD	Fire safety robots SGD	Equipment- NEAR Project SGD	Total SGD
<u>Cost</u>				
As at 1 April 2014	12,953	33,935	-	46,888
Additions	-	-	-	-
As at 31 March 2015	12,953	33,935	-	46,888
Additions	-	-	7,897	7,897
Write off	(12,953)	(33,935)	-	(46,888)
As at 31 March 2016	-	-	7,897	7,897
<u>Accumulated depreciation</u>				
As at 1 April 2014	12,953	33,935	-	46,888
Depreciation charge for the year	-	-	-	-
As at 31 March 2015	12,953	33,935	-	46,888
Depreciation charge for the year	-	-	1,564	1,564
Write off	(12,953)	(33,935)	-	(46,888)
As at 31 March 2016	-	-	1,564	1,564
<u>Carrying amount</u>				
As at 31 March 2016	-	-	6,333	6,333
As at 31 March 2015	-	-	-	-

5. INVESTMENTS

	2016 SGD	2015 SGD
Unquoted investment in bonds:		
SMRT bonds with a coupon rate of 1.388% per annum maturing 16.10.2017	250,500	250,500
HDB bonds with a coupon rate of 3.14% per annum maturing on 18.3.2021	503,812	503,812
	<u>754,312</u>	<u>754,312</u>

6. CASH AND CASH EQUIVALENTS

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

7. EMPLOYEE BENEFITS EXPENSE

	2016 SGD	2015 SGD
Staff salary and bonus	98,183	94,359
Employer's CPF contribution	12,853	11,434
Staff welfare	500	120
Staff transport allowance	3,000	3,000
	<u>114,536</u>	<u>108,913</u>

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

8. FUTURE COMMITMENTS

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

	2015/2016 SGD	2014/2015 SGD
<u>Project planned</u>		
Commercial Premises Committee	7,000	3,500
Fire Safety Committee for Schools and Youth	51,400	41,000
Fund Raising and Membership Committee	4,000	-
Industrial Premises Committee	8,500	10,400
Housing Premises Committee	8,000	10,000
Publicity Committee	1,000	1,000
Secretarial	13,000	13,550
	<u>92,900</u>	<u>79,450</u>

9. TAXATION

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

10. RELATED PARTY TRANSACTIONS

The Council is governed by the committee which is the final authority and is overall responsible for the policy making and determination of all activities. The members of the committee are volunteers and receive no monetary remuneration for their contribution.

11. OPERATING LEASE COMMITMENT

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

	2016 SGD	2015 SGD
Due within 1 year	1,733	1,733
Due within 2 - 5 years	<u>5,292</u>	<u>1,011</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.

12. FINANCIAL RISK MANAGEMENT

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

a) Market risk

i) Foreign exchange risk

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

ii) Interest rate risk

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

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

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

Changes in market interest risk of 1% (2015: 1%) on interest bearing financial assets as at the year end will have the effect on the financial statements as follows:-

	2016 SGD	2015 SGD
Surplus before taxation	7,543	7,543
Equity	<u>-</u>	<u>-</u>

b) Credit risk

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

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

Financial assets that are neither past due nor impaired

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

Financial assets that are past due and/or impaired

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

12. FINANCIAL RISK MANAGEMENT (CONTINUED)

c) Liquidity risk

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

The Council does not have any financial liabilities.

d) Fair value risk

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

e) Derivative instruments

The Council does not utilise any derivative instruments.

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

13. FINANCIAL INSTRUMENTS

Classification of financial instruments

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

	Loans and receivables SGD	Held-to- maturity investments SGD	Financial liabilities at amortised cost SGD	Total SGD
As at 31 March 2016				
<u>Assets</u>				
Investments	-	754,312	-	754,312
Cash at bank and on hand	856,401	-	-	856,401
Total financial assets	<u>856,401</u>	<u>754,312</u>	<u>-</u>	<u>1,610,713</u>
Total non-financial assets				6,420
Total assets				<u>1,617,133</u>
<u>Liabilities</u>				
Total financial liabilities	-	-	-	-
Total non-financial liabilities				(24,175)
Total liabilities				<u>(24,175)</u>

13. FINANCIAL INSTRUMENTS (CONTINUED)

Classification of financial instruments (continued)

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

14. FUNDS RISK MANAGEMENT

The Council's objective when managing funds is to safeguard the Council's ability to continue as a going concern in order to accomplish the Council's objective. The board members regularly review and monitor its fund position to ensure that the Council's activities and growth are prudently funded. The Council seeks to maintain a positive net current asset position and fund surplus position.

	2015 SGD	2014 SGD
Current assets	856,488	790,570
Current liabilities	(24,175)	(9,259)
Net current assets	<u>832,313</u>	<u>781,311</u>
Total assets	1,617,133	1,544,882
Total liabilities	(24,175)	(9,259)
Fund Surplus	<u>1,592,958</u>	<u>1,535,623</u>

There are no changes on the Council's objective policies or processes relating to the management of the Council and the capital structure during the year.

The Council is not subject to any externally imposed capital management requirement and is not in breach of any debts covenant made with its lenders.





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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