

ANNUAL REPORT 2019/2020



NFEC

The Board of Directors

2019/2020



Seated (L to R)

Mr Kenny Tan (*retired*), Mr Raymond Teo, Mr Ow Kwok Leong, AC Daniel Seet, Mr Alan Loh, COMR Eric Yap, Mr Markham Shaw, AC Abdul Razak, Mr Rowan Tan, LTC Dennis Quah, Ms Margaret Heng,

Standing (L to R)

Mr Seet Choh San, Mr Thuvinder Singh, Mr Tok Hock Soon (*retired*), Mr Edwin Yap, Mr Benedict Koh, Mr Dennis Ng, Mr Raizan Abd Razak, Mr Terence Koh, Mr Ho Kai Weng, Mr Huang Hansheng, Mr Jonathan Tan, Mr Steven Goh, Mr John Wu, Mr Robert Ronald,

Not in picture:- Mr Philip Tan, Mr Allan Phua

Contents

Chairman's Statements	2
The Board of Directors	6
Minutes of the 33 rd AGM	8
Industrial Premises Committee	14
Commercial Premises Committee	16
Housing Premises Committee	18
Publicity Sub-Committee	20
Fire Safety Committee for Schools & Youth	23
Highlights of Activities - WY 19/20	26
Fund Raising & Membership Committee	28
Financial Statutory Reports	29
Acknowledgements	52

Chairman's Statement

NATIONAL FIRE AND CIVIL EMERGENCY PREPAREDNESS COUNCIL



It is my pleasure to welcome you to the NFEC's Annual General Meeting this year, which is taking place amidst unique and challenging times due to the COVID-19 situation. Before starting the formal proceedings, let me give an overview of the Council's key accomplishments in Work Year 19/20 and highlight the key objectives of our work plan for the coming year.

Report on Work Year 2019/2020

2. We successfully organised the annual Fire Safety Seminar for the 17th year running. Jointly organised by the Industrial Premises Committee (IPC) and the Commercial Premises Committee (CPC), the event at the Marina Bay Sands Convention Centre on 9 Jul 2019 drew close to 900 participants. Fire Safety Managers (FSMs), Fire Safety Practitioners, Safety Officers and Community Emergency Response Team (CERT) members were amongst the attendees. The theme for the 2019 seminar was "*Knowledge, Skills & Enablers - the drivers towards Emergency Preparedness*" with a focus on the importance of equipping individuals and companies with the necessary knowledge to enhance fire prevention and emergency preparedness measures at their workplaces.
3. Every year, the NFEC designates September for its month-long, island-wide Mass Fire Evacuation Drill (MFED) campaign. The MFED month aims to promote fire safety and emergency preparedness in commercial and industrial buildings, as well as community centres and educational institutions. The launch of the campaign was held on 2 Sep 2019 at GLOBALFOUNDRIES Singapore in Woodlands Industrial Park. We had simulated a fire outbreak at the scrubber yard, exercised the response of the Company Emergency Response Team (CERT), and this set the context for the mass evacuation involving some 1,200 employees. In all, a total of 260 premises and about 62,000 employees participated in the MFED campaign.
4. The Council also continued to build on its regular dialogues and engagement sessions with FSMs and fire safety officers in the various sectors. The IPC organised a series of well-received dialogues at various industrial estates, which attracted more than 200 participants from industrial facilities in Jurong, Tuas, Ubi and Yishun. We were grateful to have speakers from SCDF's Fire Investigation Unit (FIU) and Fire Safety Department (FSD) to cover topics such as common fire safety non-compliances cases as well as case studies on fires involving warehouses and factories. The sessions would always be followed by popular hands-on components such as basic firefighting using fire extinguishers.

5. The CPC organised an inaugural dialogue session with Frasers Property on 6 Aug 2019 which was attended by 125 people comprising staff and tenants from their retail and commercial sectors. SCDF officers shared common fire safety hazards and good fire safety practices at work during the dialogue. The session also served as a good platform for participants to clarify on ways to maintain a high standard of fire safety. Plans are in the pipeline to engage other mega mall developers to conduct similar dialogues and to encourage them to come on board as Strategic Partners of the NFEC.
6. To recognise organisations for their commitment to maintain a high standard of fire safety, the Council started the biennial Industrial Premises Fire Safety Award (FSA) in 2017. The second edition of the Fire Safety Award saw 22 premises participating. 6 of the participating premises were awarded the Fire Safety Gold Award, 11 the Fire Safety Silver Award and 5 the Bronze Award.
7. NFEC has always focused on building fire safety awareness amongst the youth. In this regard, the NFEC's Schools and Youth Committee (SYC) has been actively engaging students from the primary to tertiary levels. The signature NFEC Fire Safety Assembly Show, a skit incorporating key messages on fire safety and emergency preparedness, has been integral in our efforts to introduce these topics to primary school students nationwide. Titled "*Ever Ready for Emergencies*", the show provides a creative and interactive platform to convey key messages such as the use of AEDs, fire prevention as well as the "Run, Hide, Tell"/"Press, Tie, Tell" SGSecure advisories. Another engagement by the SYC included co-organising the annual Urban Adventure Civil Defence Skills Challenge (UACDC) last year with the National Civil Defence Cadet Corps at the Civic District, Fort Canning Park and SCDF Heritage Gallery. Close to 400 participants from the NCDCC and NPCC pitted their knowledge and skills on SGSecure, fire safety and emergency preparedness to the test. The Challenge was a great success!
8. The Council has maintained its engagement with various schools and institutions through the Junior Civil Defence Lionhearter (JCDLH) programme, which trains and appoints Junior Lionhearters as Emergency Preparedness (EP) Ambassadors to disseminate EP and fire safety messages to their friends and families. The Appointment Ceremony for the JCDLH was held on 21 Aug 2019, where over 400 JCDLHs from 21 schools were appointed. I am also pleased to note that the Emergency Preparedness Centre (EPC) at Central Fire Station, which the NFEC was one of the sponsors, continue to attract keen interest from schools and other organised groups. An average of 600 participants visit the EPC each month to learn fire safety and preparedness skills through interactive and 3D virtual reality simulators.

9. Fire statistics tell us that the majority of fire incidents in Singapore occur in residential premises, with unattended cooking, discarded items and household contents making up the top three types of fires in this category. The Housing Premises Committee (HPC), in partnership with SCDF, conducts public education programmes and publicity drives in a bid to reduce the occurrence of such fires. For instance, working with the Community Emergency and Engagement (C2E) Committee and the Management Corporation Strata Title (MCST) to conduct a Post-Fire Education Blitz at public and private housing estates following residential unit fires, as well as working with the Town Councils to put up fire safety advisories at HDB estates on the removal of unwanted bulky items. This approach has been successful as we have seen a decrease in the number of unattended cooking fires and fires involving discarded items by 6.1% and 18.9% respectively.
10. To further extend its outreach to the community, a new series of SGSecure Roadshows were launched in August 2019 under the revamped Emergency Preparedness (EP) Days. Themed “*Our Response Matters. We make SGSecure*”, the roadshows aim to educate the public to better prevent, deal with and recover from terrorist attacks, as well as improve the community’s response and mobilisation. These roadshows, organised at the GRC-level, serve to provide a large-scale outreach engaging a diverse public audience. The programme over the past year attracted approximately 29,000 residents and saw over 2,500 residents signing up as SGSecure Responders. The HPC had also participated in HDB Heartland Talks and dialogues with management agents of condominiums to raise awareness on the latest fire trends and developments, such as the increase in Personal Mobility Devices’ (PMD) fires and advocating the installation of Home Fire Alarm Devices.
11. The Publicity Committee continues to amplify the Council’s work through various public education drives and media engagement. On 12 Feb 2020, the SCDF released its annual fire, ambulance and enforcement statistics for the year 2019. The Publicity 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 and community first responder messages. This was well featured by the local mainstream media. In addition, the Council also collaborated with SCDF on an intensive publicity drive to generate public awareness on the revised EMS tiered response framework, to reiterate the importance of calling 995 only for emergencies.

Plans for Work Year 2020/2021

12. We had intended to roll out many activities in the new work year as part of NFEC’s regular series of programmes. However, in view of the ongoing COVID-19 pandemic and its impact on movement and social interaction, we will need to be creative in how we run our campaigns to promote fire safety awareness despite the challenging times. For example, the Council is exploring the feasibility of running the highly popular annual Fire Safety Seminar as a virtual conference so that training can still be provided to our stakeholders.

13. We also had plans to present the biennial Fire Safety Awards for commercial premises with exemplary standards in fire safety this year. Our plan was to hold the awards in conjunction with the NFEC Appreciation Night and Award Ceremony. However, in view of the current situation, we will be postponing the event until the situation allows us to move forward.
14. Separately, the Fundraising and Membership Committee will be looking to build partnerships with corporate organisations and seek their support for the Council's various outreach events. The Publicity Committee will also be revamping the NFEC website, as well as roll out a Facebook page for NFEC to improve our engagement with the public in fire prevention and emergency preparedness matters.
15. NFEC will continue to collaborate with the SCDF to promote active citizenry by increasing its public engagement drives, such as to encourage more Community First Responders (CFRs) to attend to minor fire incidents. The HPC will work closely with our strategic partners to explore new platforms to promulgate fire safety, such as tapping on HDB's dialogue sessions with the Town Councils to raise awareness on fire trends and the safer use of PMDs in housing estates.
16. In closing, let me first thank all our sponsors, donors and well-wishers for their continuous support to the NFEC. I am also deeply appreciative to my Board of Directors for their guidance, and in leading the various committees to steer the Council to achieve its mission. Special thanks goes to Commissioner Eric Yap, Commissioner SCDF, for his wise counsel and guidance to the Council, as well as his team of officers for their dedicated service and support to us as secretaries and assistant secretaries in the various committees.
17. Last but not least, I would like to extend my deepest appreciation to Mr Alan Loh, past Chairman NFEC, for his contributions and invaluable service to the Council over the last 26 years. The Council has grown and developed under Mr Alan's watch, benefitting greatly from his strong leadership style and selfless commitment. In addition, we also would like to thank the other outgoing BODs for their service and support. The new incoming council pledges take up the mantle and ensure that the torch continues to burn brightly in this ongoing journey of fire safety and emergency preparedness.

Markham Shaw
Chairman NFEC

The Board of Directors 2019 - 2020

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



AC Daniel Seet
Executive Director



LTC Dennis
Quah Chee Onn
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 Ow Kwok Leong
Chairman
Fire Safety Committee for
Schools & Youth



Mr Markham Shaw Chai Chung
Chairman
Fund Raising & Membership
Committee



AC Abdul Razak
Chairman
Publicity Committee

MEMBERS



Mr John Wu Voon Liang



Mr Steven Goh



Mr Dennis Ng



Mr Allan Phua



Mr Edwin Yap



Mr Philip Tan



Mr Terence Koh



Mr Benedict Koh Yong Pheng



Mr Robert Ronald



Mr Seet Choh San



Mr Thuvinder Singh



Mr Jonathan Tan



Mr Ho Kai Weng



Mr Huang Hansheng



Mr Raizan Bin Abd Razak

MINUTES OF THE 33rd ANNUAL GENERAL MEETING OF THE NATIONAL FIRE AND CIVIL EMERGENCY PREPAREDNESS COUNCIL

HELD ON 18 JULY 2019 AT 1130 HRS AT THE JUPITER BALLROOM 3,
FURAMA RIVERFRONT HOTEL

PRESENT:

BOARD OF DIRECTORS:

Mr Alan Loh Peng Leong	Chairman
Mr Markham Shaw	Vice-Chirman
AC Daniel Seet	Executive Director
LTC Dennis Quah	Hon Treasurer
AC Abdul Razak	Board Member
Ms Margaret Heng	Board Member
Mr Rowan Tan	Board Member
Mr Ow Kwok Leong	Board Member
Mr John Wu	Board Member
Mr Philip Tan	Board Member
Mr Dennis Ng	Board Member
Mr Edwin Yap	Board Member
Mr Steven Goh	Board Member
Mr Robert Ronald	Board Member
Mr Raizan Abdul Razak	Board Member
Mr Ho Kai Weng	Board Member
Mr Allan Phua	Board Member
Mr Huang Hansheng	Board Member

SCDF

Comr Eric Yap
And 30 Others

Commissioner, SCDF

CHAIRMAN'S ADDRESS

1. Chairman commenced the meeting by expressing his appreciation to everyone for taking time off from their busy schedule to attend today's Annual General Meeting. Before he highlight the key objectives in the workplan for the coming year, he first recapped the key engagements that the NFEC had managed or implemented in Work Year 2018/2019.

REPORT ON WORK YEAR 2018/2019

2. He said NFEC successfully held its annual Fire Safety Seminar for the 16th year running on 21 Aug 2018 at the Marina Bay Sands Convention Centre. The event, jointly-organised by the Commercial Premises Committee (CPC) and Industrial Premises Committee (IPC), attracted over 1,000 participants and established a new seminar attendance record for the Council. The seminar were attended by Fire Safety Managers (FSMs), Community Emergency Response Team (CERT) members and individuals who were actively involved in enhancing emergency response and fire safety practices at their workplaces. The seminar with its theme, "**Keep Your Premises Fire Safe – Do It Right!**" served to highlight the importance for companies to be actively involved in planning and implementing fire safety measures to avoid fire occurrence, and to respond quickly in an emergency. It was also at the event that Senior Parliament Secretary (SPS), Ministry of Home Affairs and Ministry of National Development, Ms Sun Xueling launched the SCDF Fire Code 2018.
3. He highlighted that every year, the NFEC designates September for its month-long island-wide Mass Fire Evacuation Drills (MFED). In Sep 2018, a total of 290 commercial and industrial premises with nearly 60,000 participants responded overwhelmingly to the campaign by conducting evacuation drills at their respective premises. He said that at the end of the campaign on 26 Sep 2018 was marked by a mass fire evacuation drill at the Khoo Teck Puat Hospital. This was the first time a hospital was involved in the event. Participants comprising CD Lionhearters and hospital staff exercised their responses, which included mitigating fires using fire extinguishers and applying the Improvised First Aid Skills (IFAS) of "Press, Tie, Tell", for a fire scenario within the hospital premises.
4. The Council also continued to build on its regular dialogues and engagement sessions with FSMs and fire safety officers in various sectors to promote fire safety and emergency preparedness. During the work year, the CPC worked with the SCDF to organise customised fire safety engagement sessions with the FSMs of hotels and shopping complexes, as well as eating house operators. Similarly, the IPC also engaged FSMs and fire safety officers of industrial premises as well as tenants of JTC industrial premises to share the latest fire trends and lessons from actual fire incidents.

5. In addition, the CPC successfully organised the 12th Fire Safety Award (FSA) in 2018 to recognise hotels, hospitals, office buildings, retail outlets and shopping centres that demonstrate high fire safety standards among commercial premises. The award also served to raise awareness on the need for a regular programme of action to ensure that buildings are fire safe. A total of 62 premises received the Fire Safety Award while 39 premises were presented with the prestigious Fire Safety Excellence Award. In this regard, the IPC had opened the nomination for the 2nd Edition of the Fire Safety Award (FSA) for Industrial Premises in Feb 2019.
6. He mentioned that to cultivate a strong sense of fire safety awareness in the young, NFEC's Schools and Youth Committee (SYC) had been actively engaging students from the Primary to Tertiary levels. The NFEC Fire Safety Assembly Show '*Ever Ready for Emergencies*' was presented to all primary schools with the aim of capturing the attention of students through skits. These lively and interactive skits incorporated key messages on fire safety and emergency preparedness, such as the use of AEDs, fire prevention and response as well as the "Run, Hide, Tell" and "Press, Tie, Tell" advisories. The SYC also collaborated with the National Civil Defence Cadet Corps (NCDCC) to organise the NFEC-NCDCC Inter-Unit Quiz at the Home Team Academy on 17 Aug 2018. Some 220 NCDCC cadets participated in the quiz while cadets from other Uniformed Groups (UG) took part in the open category competition. The CD Lionhearters also competed for the first time in 2018. This annual quiz strives to promote awareness of SGSecure, fire safety, emergency preparedness and civil defence knowledge among UG cadets and CD Lionhearters through an exciting and challenging competition.
7. Another key school engagement programme that the NFEC supported was the Junior Civil Defence Lionhearter (JCDLH) Challenge. Organised to commemorate Total Defence Day, it was held at the Singapore Discovery Centre on 14 Feb 2019. Teams of upper primary JCDLH students from 22 schools competed against each other at game stations designed with Emergency Preparedness and Total Defence themes.
8. At the tertiary level, the CD Lionhearter Clubs were officially launched at the Singapore Institute of Technology (SIT) and the Singapore Management University (SMU) by Associate Professor Ho Peng Kee on 10 May 2018 and 31 Aug 2018 respectively. With these launches, the NFEC has proudly contributed to the SCDF's efforts to establish the CD Lionhearter Clubs in all local universities, five polytechnics, three Institute of Technical Education (ITE) colleges, as well as the Jurong-Pioneer and Tampines-Meridian Junior Colleges.
9. He said that everyone knows from fire statistics that most of the fire incidents in Singapore occur in residential premises, with the bulk of these fires involving rubbish and unattended

cooking. The Housing Premises Committee (HPC) actively partnered the SCDF in conducting public education programmes and carrying out media publicity to reduce such fires. This approach has been successful and rubbish fires were reduced by 5.4 % from 1,240 cases in 2017 to 1,173 cases in 2018. Notably, the number of rubbish fires fell to a 10-year low in 2018.

10. Fires involving discarded items at common areas in HDB estates saw a marked decrease of 26.2% from 401 cases in 2017 to 296 cases in 2018. The HPC and SCDF continued to work with Town Councils to address the issue of discarded item fires by putting up posters on notice boards of HDB blocks to promote awareness among residents on the 'Guidelines on the Use of Common Areas in HDB Estates' as well as how they could remove unwanted bulky items. In addition, fire safety advisories were shared by SCDF and HPC on social media during the festive period to remind residents about the potential fire hazards involved.
11. A total of 37 Emergency Preparedness (EP) Days were organised in 2018 to disseminate fire safety messages to more than 20,000 residents, including residents at 5 newly-completed BTO estates during their HDB Welcome Party. With the successful completion of 89 EP Days from 2016 to 2018, the EP Days will be replaced by a new series of SGSecure Roadshows commencing in Aug 2019. These roadshows, organised at the GRC-level, aim to engage a more diverse profile of the public. The HPC also participated in HDB Heartland Talks to share fire safety tips with the general public such as advocating the installation of Home Fire Alarm Devices and the prevention of electrical fires.
12. The Publicity Committee continued to raise the profile of NFEC by generating media publicity for the various activities carried out by the Council. The committee leveraged infographics and online media to disseminate fire safety and emergency preparedness messages. NFEC also worked closely with the SCDF to raise public awareness on rubbish chute fires and encourage more Community First Responders to step forward to extinguish such low-risk fires.

Plans for Work Year 2019/2020

13. Mr Alan Loh said that the NFEC will continue to organise the highly popular annual Fire Safety Seminar in Jul 2019. With the theme "**Knowledge, Skills and Enablers – The Drivers Towards Emergency Preparedness**", the seminar will raise awareness on the updated Fire Code as well as the upward trend of electrical fires involving Personal Mobility Devices and other electronic equipment. The seminar will also provide insights on fire prevention measures that could be adopted to avoid electrical fires.

14. He informed that the 2nd edition of the Fire Safety Award for industrial premises will see a revision to the tier of awards being presented. The 'Fire Safety Award' and 'Fire Safety Silver Award' will be presented to premises that meet stipulated standards while the 'Fire Safety Gold Award' will be given to exemplary premises in recognition of them achieving standards beyond what is required. Premises which have achieved three consecutive 'Fire Safety Gold Awards' will qualify for the prestigious 'Fire Safety Platinum Award' to recognise their effort and consistency in achieving excellence in fire safety standards.
15. As part of the effort to develop NFEC's partnership program, the Fund Raising and Membership Committee (FRMC) will be identifying related overseas counterparts to the NFEC where potential exchange programs could be organised. This exchange is envisaged to extend the outreach of the NFEC and for the Council to adopt the best practices and programs that could be implemented in Singapore.
16. In line with the NFEC's mission to promote civil emergency preparedness, he said the Council will continue to support the SGSecure national movement through its outreach programmes such as the SGSecure Roadshows. Similarly, elements of SGSecure will be featured in the Fire Safety Assembly Shows for the primary schools.
17. The Council will continue to partner the SCDF to promote active citizenry by increasing its public engagement drive to encourage more Community First Responders (CFRs) to attend to minor fires such as those involving rubbish chutes and bins. We will also work closely with our strategic partners to explore new platforms to promulgate fire safety, such as the 'HDB My Nice Home' that is organised by the HDB, as well as to collaborate with the SCDF in its dialogues with the Town Councils. Specifically for the latter, the aim is to bring more conservancy workers on board as CFRs through the use of the SCDF's myResponder mobile application.
18. In concluding his report, he said that the Council will look forward to yet another exciting workyear ahead. He expressed his sincere appreciation to the Board of Directors for their staunch leadership, invaluable advice and sincere gratitude to the various NFEC committees for their hard work and unstinting support to promote fire safety and emergency preparedness in Singapore. He wished to place on record his thanks to the past board members, secretaries and assistant secretaries for their contributions and commitment. He also extended his appreciation to the NFEC's patrons, partners, members, friends and well-wishers. He closed with a special thanks to Commissioner Eric Yap, Commissioner SCDF, for his wise counsel and guidance over the years, as well as his team of dedicated officers for their unwavering commitment and service to the Council.

CONFIRMATION OF MINUTES OF MEETING

19. The minutes of 32nd AGM held at the Jupiter Ballroom, Furama Riverfront hotel, Singapore on 18 July 2019 was proposed for adoption by Mr Steven Goh and seconded by Ms Margaret Heng.

ANNUAL REPORT 2018/2019

20. The meeting approved the NFEC Annual Report for WY 2018/2019. Mr Rowan Tan and AC Abdul Razak proposed and seconded to accept the report respectively.

APPROVAL OF FINANCIAL STATEMENT FOR THE YEAR ENDING 31 MARCH 2019

21. The accounts audited by Cypress Singapore PAC for the year ending 31 Mar 2019 were accepted and approved at the meeting. Mr Edwin Yap proposed to accept the financial report with Mr Dennis Ng seconded it.

CONCLUSION

22. There being no other matters, the meeting ended at 1200 hrs. All members adjourned for a luncheon.

Prepared by : Mr Zee Chung Wei
Admin Executive, NFEC

Vetted by : AC Daniel Seet
Executive Director, NFEC

Approved by : Mr Alan Loh Peng Leong
Chairman, NFEC

Date : 12 Aug 2019

Industrial Premises Committee

Chairman	: Mr Rowan Tan	
Vice-Chairman	: Mr Edwin Yap	
Secretary	: CPT Hon Yih Loong	
Assistant Secretary	: WO2 Mahathir Nasir	
Members	: Mr Abdul Rahman Bin Mohd Yatim	Mr David Goh
	: Mr Ong Pak Shoon	Mr Terence Koh
	: Mr Chew Siang Heng	Mr Steven Teo
	: Mr Mark Wing Keong	Mr Peter Ho
	: Mr Tan Ann Kiong	Mr David Lim Kin Wai
	: Mr Seet Choh San	Ms Eleen Seah
	: Mr Dennis Ng Wee Hong	Mr Lau Koi Fong

Introduction

The Industrial Premises Committee (IPC) plays an integral role in advocating fire safety and civil emergency preparedness to industrial premises in Singapore. In Work Year 2019/2020, IPC partnered external stakeholders in organising a series of programmes to engage the Fire-Safety Managers (FSMs), Safety Officers, and fire-safety practitioners to deepen the fire-safety knowledge and awareness of the owners and occupiers of industrial premises.

NFEC Fire Safety Seminar 2019

Jointly coordinated by IPC and the Commercial Premises Committee (CPC), the annual Fire-Safety Seminar was held at Marina Bay Sands Convention Centre on 9 July 2019. The seminar attracted close to 900 participants, comprising Fire-Safety Managers (FSMs), Fire-Safety Practitioners, Safety Officers, Community Emergency Response Team (CERT) members, as well as those with a crucial role in enhancing emergency response in their respective premises. The theme for the 2019 Seminar was “*KNOWLEDGE, SKILLS & ENABLERS – the drivers towards Emergency Preparedness*”. The seminar’s key areas of focus included the prevention of electrical and warehouse fires. Emphasis was placed on the importance of individuals’ and companies’ strong commitments in maintaining a high standard of fire-safety. The participants were also equipped with the necessary knowledge to enhance their fire- prevention and emergency-preparedness measures at their workplaces.

A total of nine speakers from the fire-prevention fraternity presented their papers during the seminar.

NFEC Industrial Premises Fire Safety Award 2019

The biennial Industrial Premises Fire-Safety Award (FSA) was started in 2017 by the National Fire & Civil Emergency Preparedness Council (NFEC) with the aim of recognising organisations for their commitment to maintain a high standard of fire safety at their workplaces. The FSA strives to inculcate a greater sense of awareness of the need for a regular programme of action to ensure that premises are fire-safe at all times. The award also incorporates the element of civil-emergency preparedness to ensure that the coverage is holistic and comprehensive.

The 2nd NFEC Industrial Premises Fire-Safety Award saw 22 participating premises. 6 premises were awarded the *Fire Safety Gold Award*, 11 premises were awarded the *Fire Safety Silver Award* and 5 premises were awarded the *Fire Safety Bronze Award*.

Mass Fire Evacuation Drill 2019

The launch of the 15th edition of the Annual Mass Fire Evacuation Drill (MFED) was held at GLOBALFOUNDRIES Singapore. Organised by the Industrial Premises Committee, the month-long campaign is aimed at promoting fire-safety and emergency preparedness in commercial and industrial buildings, as well as community centres and educational institutions. The simulation at the semiconductor manufacturing firm involved the outbreak of a fire in a scrubber yard, leading to a mass evacuation of about 1,200 employees. The Company Emergency Response Team (CERT) reacted swiftly to suppress the fire while waiting for the arrival of Singapore Civil Defence Force (SCDF) responders.

All industrial and commercial building owners were also invited to conduct evacuation drills at their premises in a month-long campaign held in September. Through such drills, members of the public would always be prepared for any foreseeable emergencies. The Mass Fire Evacuation Drill 2019 was participated by a total of approximately 260 premises, with about 62,000 participants.

Fire Safety Dialogues

IPC organised a series of Fire Safety dialogues at various industrial estates such as Jurong, Tuas and Ubi industrial estates, and Yishun Industrial Park. The dialogues attracted more than 200 participants from the various industrial facilities. The key objective of the events was to communicate to the participants the importance of fire safety at their workplaces.

Speakers from SCDF's Fire Investigation Unit (FIU), Central Enforcement Department (CED), and representatives from the territorial fire stations shared the renewal of Fire Certificate and common non-compliances in industrial premises, and case studies of fires involving warehouses and factories. The sessions also included practical components such hands-on firefighting using fire extinguishers.

The events provided an avenue for the participants to share their practices and highlight queries pertaining to the infringement of fire safety, and compliances to the fire code during the Question and Answer (Q&A) sessions.

The dialogues were well-received due to the composition of the audience from specialised groups of industrial premises.

Moving Forward

In the Work Year 2020/2021, the Industrial Premises Committee will continue with its mission to enhance its outreach initiatives in advocating fire-safety awareness at the workplace, and reiterating the importance of civil-emergency preparedness. The IPC will place even greater emphasis on the key areas of concern, particularly on the increasing numbers of warehouse fires.

Commercial Premises Committee

Chairperson	: Ms Margaret Heng
Vice-Chairman	: Mr John Wu
Secretary	: CPT Muhammad Izwan
Assistant Secretary	: WO Chan Kim Mun
Members	: Mr Benedict Koh
	: Mr Steven Goh

Introduction

The Commercial Premises Committee (CPC) strives to raise the standards of fire safety and civil emergency preparedness in all commercial premises in Singapore. As CPC continues its concerted effort to engage key stakeholders such as hotels, high-rise office buildings, shopping complexes, retail outlets and hospitals in fire safety and civil emergency preparedness, several events and activities were held in Work Year 2019/2020.

NFEC Fire Safety Seminar 2019

The annual Fire Safety Seminar was held on 9 July 2019 at the Marina Bay Sands Convention Centre. This event was jointly organised by the CPC and the Industrial Premises Committee (IPC). More than 800 participants registered for the seminar, comprising Fire Safety Managers (FSM), Fire Safety Practitioners, Community Emergency Response Team (CERT) members, as well as other individuals with a role in ensuring effective emergency response at their respective premises. The theme of the seminar was “**KNOWLEDGE, SKILLS & ENABLERS – the drivers towards Emergency Preparedness**” and the seminar objectives were to prepare and equip all participants with the knowledge and tools to prevent fires as well as handle emergencies and crises in the workplace.

As a replacement to a workshop conducted in previous seminars, there were more presentations lined up for this work year’s seminar. There were nine presentations split into two sessions (morning and afternoon), with speakers from the Singapore Civil Defence Force (SCDF), Ministry of Manpower, Singapore Institute of Architects, Pinnacle Engineering and Management Consultancy, Carlo Solutions, Singapore International Rescue (SIR), Factory Mutual (FM) Global and Bertschi Singapore Pte Ltd.

The presentations during the morning session focussed on sharing on fire statistics and findings from fire safety enforcement checks shared by SCDF officers and followed by topics relating to electrical fires and preventive measures. The morning session ended with a panel discussion chaired by AC Abdul Razak who is the Director of SCDF’s Corporate Communications Department. AC Abdul Razak along with the speakers from the morning session facilitated the Question and Answer session.

For the afternoon session, the topics presented focussed on fire safety at workplaces and effective public relations and communications in incident management. The seminar ended with a second panel discussion co-chaired by AC Daniel Seet, NFEC's Executive Director, and Mr John Wu who is the organising Co-Chairman of the NFEC Fire Safety Seminar 2019.

Mass Fire Evacuation Drill 2019

The annual NFEC Mass Fire Evacuation Drill (MFED) month was carried out in September 2019. Commercial and Industrial buildings owners were invited to conduct evacuation drills at their respective premises within that month. There were 284 premises (116 of these premises were commercial premises) participated in the MFED month this year, involving more than 70,000 participants.

The MFED month started with an evacuation drill conducted at the GLOBALFOUNDRIES Singapore Pte Ltd at Woodlands Industrial Park on 2nd September 2019. The simulated drill started with a fire incident at a scrubber system, and the Company Emergency Response Team (CERT) were subsequently activated to mitigate the fire. As part of the drill, the fire alarm was triggered at the start of the fire scenario and about 1,200 employees were evacuated. Several drill participants also performed First Aid on the injured.

Dialogue with Frasers Property

A dialogue session with Frasers Property was held on 6 August 2019 and was attended by 125 attendees comprising staff and tenants from their retail and commercial sectors. The dialogue session was held at Frasers Property Headquarter in conjunction with their Health and Safety month. SCDF officers shared on the common fire safety hazards and good fire safety practices at work during the dialogue session. The dialogue session was engaging and serve as a good platform for the participants to clarify on ways to maintain a high standard in fire safety. As such, Frasers Property had received a few queries from their business partners who have shown keen interest to engage NFEC for similar dialogue sessions to be organised at their premises in future.

Moving Forward

In Work Year 2020/2021, the CPC will continue with its mission to enhance fire safety at the workplace and encourage greater awareness of the importance of civil emergency preparedness among the members of the commercial premises community. The CPC will build upon the achievements and initiatives from the previous Work Years and initiate new platforms (such as dialogue sessions with CapitaLand and Far East Organisation) for further sharing of experiences and promotion of best practices. The year ahead is expected to be another active one for CPC as it endeavours to enhance fire safety standards and civil emergency preparedness in Singapore.

Housing Premises Committee

Committee Members:

Chairman	: Mr. Teo Swee Heng, Raymond
Vice-Chairman	: Mr. Philip Tan
Members	: Mr. Ronald Robert
	: Mr. Ho Kai Weng
Secretary	: CPT Goh Bing Yu
Assistant Secretary	: WO1 Faizal Ali

Introduction

The Housing Premises Committee (HPC) strives to enhance the awareness of fire safety and readiness in emergency preparedness in residential premises, through collaborations with key stakeholders and public outreaches to educate residents. Through engagements with the community, HPC aims to impart fire safety knowledge for a fire-safe home and to raise the resilience of the community by promoting life-saving and emergency skills.

Home Fire Safety and Emergency Preparedness Programme

Fires occurring in residential premises constitute 40.8 % (1,168 cases) of the total fire calls (2,862 cases) attended by the Singapore Civil Defence Force (SCDF), from January to December 2019, and this is a decrease of 5.4 % (67 cases) as compared to year 2018 (with exclusion of rubbish fires). It was reassuring that the number of fires in residential premises had dipped further since year 2012 (3,184 cases) amidst a 19.1 % growth in residential households recorded by the Singapore Department of Statistics (from 1,152,000 in year 2012 to 1,372,400 in year 2019). The top three types of fires in residential premises accounts for 76.1 % (889 cases) of the total residential fires and in descending order were unattended cooking (377 cases), discarded items (296 cases) and household contents (216 cases).

Unattended cooking fires, which formed the largest component of fires, saw a decrease of 6.1 % (23 cases) from 377 cases in year 2018 to 354 in year 2019. To reinforce the importance of fire safety at home, the SCDF worked with the Community Emergency and Engagement (C2E) Committee and Condominium Management to conduct Post-Fire Education Blitz following a residential unit fire. In addition to a home fire safety exhibition, SCDF officers would conduct house-to-house visits with the C2E committee to help residents to identify potential fire hazards through the dissemination of brochures in all four languages.

Fires involving discarded items at common areas in HDB estates, which ranked second, registered a marked decrease of 18.9 %, from 296 cases in 2018 to 240 cases in 2019. HPC and SCDF continued to work with the various Town Councils to put up posters on HDB Blocks' Notice Boards to advise residents on the removal of unwanted bulky items and to maintain the

'Guidelines on the Use of Common Areas in HDB Estates' to address the issue of discarded item fires. In addition, targeted approach of issuing fire safety advisories were carried out on social media during festive periods by SCDF and HPC to remind residents of the fire hazards.

Following the successful completion of 89 Revamped Emergency Preparedness (EP) Days from 2016 to 2018, the Revamped EP Days were replaced by a new series of SGSecure Roadshows, which commenced in August 2019. Themed "**Our Response Matters. We make SGSecure**", the roadshow aims to educate the public to better prevent, deal with and recover from a terrorist attack, as well as improve the community's response and mobilisation. These roadshows, organised at the GRC-level, serve to provide a larger-scale outreach to engage a diverse profile of public audience. The programme over the past year had attracted approximately 29,000 residents and achieved success rates of 2,500 residents signing up as SGSecure Responders. Further to this, HPC had also participated in HDB Heartland Talks to reach out further to the general public to share on fire safety tips that could be adopted, such as advocating the installation of home fire alarm devices and the growing trend of battery-related fires involving Personal Mobility Devices (PMD).

Way Forward

Moving forward, the Housing Premises Committee will continue with its effort to improve fire safety awareness as well as emergency readiness level of residential premises to achieve the mission of the Council. To ensure the relevance of existing programmes and initiatives, HPC will work closely with our strategic partners to explore new platforms to promulgate fire safety, such as 'HDB My Nice Home' organised by HDB and collaborating with HDB in its Dialogue Session with the Town Councils on concerned fire trends and inculcating the safer use of PMD in Housing Estates. 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.

PUBLICITY SUB-COMMITTEE

Chairman : AC Abdul Razak
Secretary : LTA Lina Chan
Assistant Secretary : WO1 Mohamed Elfie
Member : COL 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, generating awareness and promoting community emergency preparedness among the populace. In addition, the sub-committee assists to prepare speeches and invitation for VIPs/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 2019

The annual NFEC Fire Safety Seminar was held on 9 July 2019 at the Marina Bay Sands Expo & Convention Centre. Publicity Sub-Committee provided advice on the theme “**Knowledge, Skills & Enablers – The Drivers Towards Emergency Preparedness**”, and prepared the speech which was delivered by SCDF Deputy Commissioner (Operations & Resilience) SAC Anwar Abdullah.



Guest-of-Honour, DC Anwar Bin Abdullah, Deputy Commissioner (Operations and Resilience), SCDF, delivering his opening address at the fire safety seminar.



The seminar saw subject matter experts speaking on fire safety, fire prevention and emergency preparedness, including sharing of recent case studies on local major fire incidents.

Mass Fire Evacuation Drill 2019

As part of the annual NFEC Mass Fire Evacuation Drill (MFED) campaign, a fire evacuation drill was conducted at GLOBALFOUNDRIES on 2nd September 2019.

The drill involved the Company Emergency Response Team (CERT) who responded to a simulated fire incident and conducted firefighting prior to the arrival of SCDF’s emergency responders. Publicity Sub-Committee worked with GLOBALFOUNDRIES corporate communications team to profile the MFED on the social media.



CERT members swiftly evacuating an injured worker.



Evacuees proceeded to the designated Evacuation Assembly Area.

Release of SCDF's Fire, Ambulance and Enforcement Statistics 2019

On 12th February 2020, the SCDF released its annual fire, ambulance and enforcement statistics for the year 2019. Publicity Sub-Committee leveraged on 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 and community first responder messages. This was well featured by the local mainstream media.

2019 fire statistics

BREAKDOWN OF FIRE CALLS
142 fire injuries, 1 fatality

Non-residential premises (496)	17.3%
Residential premises (1,168)	40.8%
Non-building fires (1,198)	41.9%
Total: 2,662 fire calls	

TOP THREE TYPES OF FIRES IN RESIDENTIAL PREMISES

	2018	2019
Unattended cooking	377	377
Discarded items	286	242
Household contents	216	201

Source: SINGAPORE CIVIL DEFENCE FORCE, STRAITS TIMES GRAPHICS

PMDs, vegetation fuel 7.8% jump in fire-related calls

SCDF responds to nearly 3,000 calls; PMD-linked fires almost double

Cara Wong

Firefighters responded to more fire-related calls last year, sparked by a jump in vegetation fires and personal mobility devices (PMD) catching fire.

Statistics released by the Singapore Civil Defence Force (SCDF) yesterday showed that it responded to a total of 2,662 fire-related calls last year, up 7.8 per cent from the year before. This figure includes the number of fires involving rubbish and rubbish chutes, which the SCDF said pose a "very low risk" relative to other fires.

Most of the blazes last year were due to the indiscriminate disposal of materials like cigarettes butts or charcoal embers, which account for more than one in three fires.

Fires of electrical origin were the second most common cause of fire, resulting in about 23 per cent of all blazes last year. Vegetation fires saw the largest rise last year, with the numbers jumping by 50.2 per cent from the year before, to 883 cases last year.

"This was largely due to the sustained dry weather between January and March 2019, as well as between July and September 2019," said SCDF in its statement.

"To address this, the agency will continue to work with the Wildfire Task Force, which has been stepping up preventive measures, such as trimming overgrown vegetation at high-risk areas.

"Patrols at fire hot spots will also be increased during dry periods to detect possible fire risks in order for SCDF to promptly attend to any fire occurrences," said the agency.

There were 802 PMD-related fires last year, close to double the previous year's number, and 46 people were injured from these fires and blazes involving power-assisted bicycles, including one fatality.

This is about 20 per cent of the total number of 142 injury cases and one fatality resulting from fires last year. About half of those injured suffered from smoke inhalation, and the other half, from burns.

SCDF urged owners of non-UL2272 certified devices to dispose of them at designated disposal points to highlight the fire-safety risks associated with PMDs and power-assisted bicycles.

However, SCDF's director of operations, Assistant Commissioner (AC) Daniel Seet, said the agency has seen a decreasing trend for such PMD-related fires since last December. "We are continuing to monitor this. This is something that the inter-agency task force... is looking closely into," said AC Seet.

Fires in residences fell by 5.4 per cent from the year before to 1,168. Unattended cooking, discarded items and household contents figured most highly in such fires.

Fires in open areas such as in vegetation or vehicles spiked by an average 30 per cent to 1,198, while fires in non-residential premises went up by 0.2 per cent to 496.

Paramedics also responded to more calls last year, with an increase in both emergency and non-emergency calls to the 995 hotline.

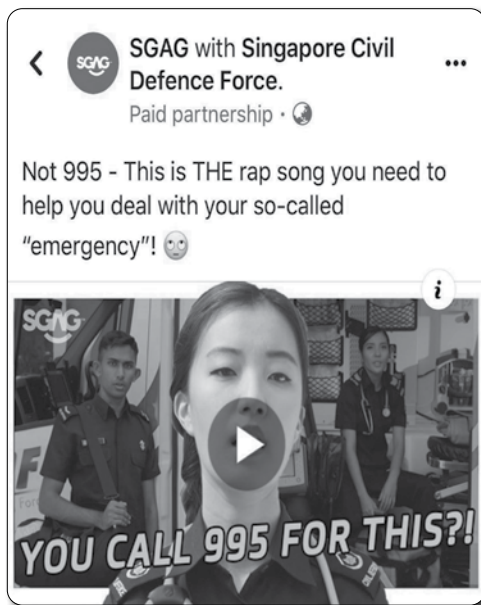
Of the 391,468 calls for emergency medical services, 9.2 per cent, or 17,626 calls, were non-emergencies or false alarms. This constitutes around 48 non-emergency calls every day. SCDF said it will continue to take public awareness of the differences between emergency and non-emergency cases.

cara.wong@sp.com.sg

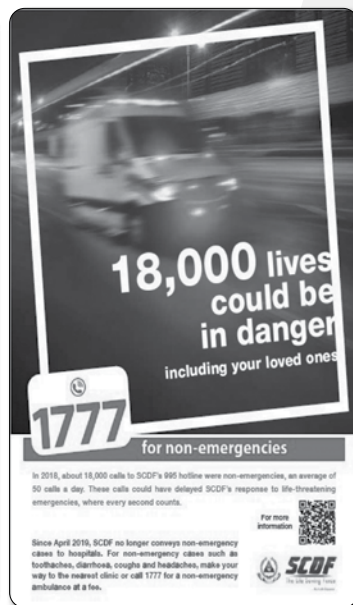
SCDF's Annual Statistics Release 2019 featured by The Straits Times on 13th February

SCDF's Public Education Drive on the New Emergency Medical Services (EMS) Response Framework

To cope with the growing demand of EMS, SCDF had reviewed its EMS response framework to adopt a differentiated frontline response. In partnership with the NFEC, SCDF has embarked on an intensive publicity drive to generate greater public awareness on the new framework and on the importance of calling 995 only for emergencies.



SCDF - SGAG collaboration and remember, #995ForEmergenciesOnly.



Leaflet distributed to every household on SCDF's EMS Campaign - #995ForEmergenciesOnly

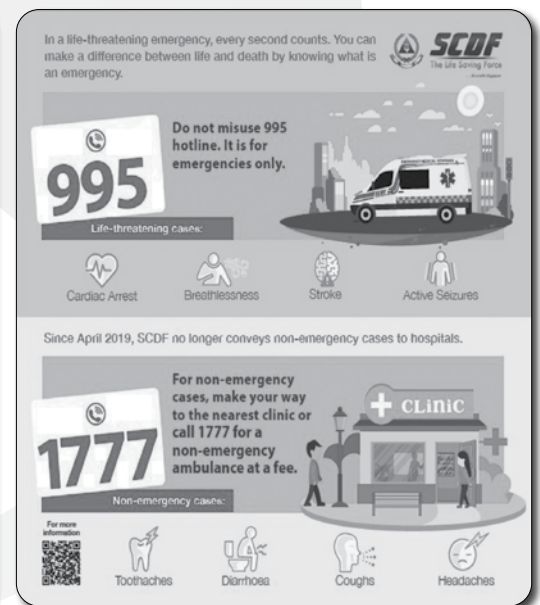


Table top sticker at coffee shops and food courts on SCDF's EMS Campaign - #995ForEmergenciesOnly

NFEC Flash Updates

The Sub-Committee had been actively issuing online announcements in the NFEC website. One of the initiatives by the Sub-Committee is the NFEC Flash Update that comes with a signature e-banner to disseminate news alerts and photos on NFEC-led or NFEC-supported events. The NFEC Flash Update is also a useful online tool which the Sub-Committee will continue to use in keeping the NFEC Board of Directors, its various Sub-Committees and secretaries informed on matters pertaining to the NFEC.

Forthcoming Activities

Besides publicising the upcoming NFEC events and activities, the Sub-Committee is looking at revamping the NFEC website, rolling out the NFEC Facebook page and exploring greater use of infographics to better engage the public in fire prevention and emergency preparedness. The Sub-Committee is also in the midst of revising the NFEC logo to give it a sleek and futuristic touch.

FIRE SAFETY COMMITTEE FOR SCHOOLS & YOUTH

Committee Members:

Chairman	: Mr Ow Kwok Leong
Vice-Chairman	: LTC Bob Tan
Secretary	: CPT Mui Chin Nam
Assistant Secretary	: WO1 Caleb Cheang
Members	: Mr Raizan Abdul Razak
	: Mr Huang Hansheng
	: Ms Ng Yun Shiean

Introduction

The objective of the Fire Safety Committee for Schools and Youth is to educate students from an early age to their tertiary phase on fire safety and emergency preparedness through learning in a fun and engaging manner.

To achieve its objective, a series of activities had been organised to equip students with emergency preparedness knowledge and skills, including elements of SGSecure campaign. The activities were designed for students to be ambassadors of fire safety and emergency preparedness, sharing what they had learnt with their family members and friends.

Uniformed Groups members were also engaged as advocates of fire safety and emergency preparedness as part of the Keep Singapore Safe project.

NFEC Fire Safety Assembly Show

Since 2012, the Committee had been working with The Magic Avenue to produce a skit incorporating key messages on fire safety and emergency preparedness to primary school students nationwide in a fun and interesting manner.

Titled “Ever Ready For Emergencies”, the assembly show, which featured the NFEC mascots - Impy and Misty, provided a creative and interactive platform to convey important fire safety and emergency preparedness messages to the students. The students also picked up knowledge in responding to fire incidents, such as rubbish chute fires. The students were encouraged to share what they had learnt with their family members.

The key messages conveyed through the show were:

- **Understanding AED** - What to do when encountering a collapsed victim.
- **Fire Prevention and Response** - How to prevent a fire and things to do and not to do during a fire.
- **Run, Hide, Tell & Press, Tie, Tell** - Actions to take if caught in a terror attack.

The contract with The Magic Avenue ended in October 2019, and SYC is looking to renew the contract on a 2 year (firm) + 1 year (optional) basis.

Urban Adventure Civil Defence Skills Challenge (UACDC)

The Committee and the National Civil Defence Cadet Corps (NCDCC) co-organised the Urban Adventure Civil Defence skills Challenge (UACDC), which incorporated the NFEC Inter-Unit Quiz for the first time, on 19 October 2019 at the Civic District, Fort Canning Park and SCDF Heritage Gallery. A total of 396 cadets and teacher officers from NCDCC and NPCC participated in the challenge. This annual event aims to promote knowledge of Singapore’s history as well as SGSecure, fire safety, emergency preparedness and civil defence knowledge amongst the UG cadets.

The winners of the challenge were:

Award	School
Champion	Kuo Chuan Presbyterian Secondary School
2 nd Place	Evergreen Secondary School
3 rd Place	Juying Secondary School
4 th Place	Yuan Ching Secondary School
5 th Place	Anglo-Chinese School (Independent)
6 th Place	Christ Church Secondary School
7 th Place	Temasek Secondary School Team 1
8 th Place	West Spring Secondary School
9 th Place	Beatty Secondary School
10 th Place	Temasek Secondary School Team 2

The winners of the Open Category challenge were:

Award	School
Champion	NPCC (Bukit Batok Secondary School)
2 nd Place	NPCC (East Spring Secondary School)
3 rd Place	NPCC (Pasir Ris Secondary School)



NCDCC Affirmation Day 2019

With the support of NFEC and our partners, including Nanyang Polytechnic, People’s Association and SCDF, NCDCC organised the annual Affirmation Day 2019 which was held at Heartbeat@Bedok on 18 July 2019. Approximately 600 cadets were affirmed on that day, and estimated 1000 people participated in our signature event, including parents, families, friends of NCDCC and members of the public. The cadets, their parents and the public enjoyed learning about fire safety, emergency preparedness, civil defence and life-saving skills at the various booths.



Junior Civil Defence Lionhearter Appointment Ceremony 2019

The Junior Civil Defence Lionhearter (JCDLH) Appointment Ceremony 2019 was held at Woodgrove Primary School on 21 Aug 2019, where over 400 JCDLHs from 21 schools were appointed. The JCDLHs play an important role as Emergency Preparedness (EP) Ambassadors to spread EP and fire safety messages to their friends, families and communities.

As part of the programme, the JCDLHs also learnt lifesaving skills such as CPR-AED, first aid, basic firefighting and EP knowledge such as tremor preparedness through a carnival-style exhibition.

Future Plans

NFEC SYC is committed to engaging the youths and students across levels to be ambassadors of fire safety messages, and advocates of emergency preparedness among their peers in schools and the community.

In the new WY, the committee will be piloting a Fire Safety & Civil Emergency Preparedness Ambassadors Program at Kent Ridge Secondary School. The program aims to build up a pool of students within the school as ambassadors who can play an active role in schools as fire safety and civil emergency preparedness advocates, as well as potential community first responders. The pilot will be carry out for a period of two years. The learning gleaned will facilitate SYC's effort to pilot it in more schools.

With the support of NFEC, the committee will also be launching the NCDCC Curriculum Innovation Project (NCIP) program where NCDCC will partner Nanyang Polytechnic (NYP) 3rd year students to co-design innovative learning experiences pertaining to Fire Safety, Infection Control and Civil Emergency Preparedness. Selected innovative projects will be scaled up to augment NCDCC instructional resources as well as for publicity & recruitment purposes. Projects will also be showcased at NYP internal exhibition day, and at other NCDCC events such as Workplan Seminar schools' recruitment drives to heighten awareness among youth on fire safety and emergency preparedness.

The Committee will work with SCDF to conceptualise a refreshed assembly show for primary school students on fire safety and civil emergency preparedness and to stage them to primary schools within the next two-year cycle. As a follow up from the show, students will be engaged on actions they can take towards fire prevention and emergency preparedness, in school and at home. Feedback will also be sought from teachers on innovative ways to better engage students.

The committee will continue to work closely with MOE and schools to identify opportunities to deepen students' knowledge on community responder skills in civil emergency and fire safety.

HIGHLIGHT OF ACTIVITIES FOR WY 19/20

NFEC FIRE SAFETY SEMINAR

9 July 2019



DIALOGUE SESSION WITH FRASERS PROPERTY

6 August 2019



MASS FIRE EVACUATION DRILL

2 September 2019



NFEC CHARITY FILM PREMIERE 'PLAYING WITH FIRE'

7 January 2020



NCDCC AFFIRMATION DAY

13 July 2019



NFEC 33rd AGM

18 July 2019



JUNIOR CD LIONHEARTER APPOINTMENT CEREMONY

21 August 2019



BOARD MEMBERS VISIT TO THE SCDF MARINE DIVISION

29 November 2019



BOARD MEMBERS VISIT TO THE SCDF OPS CENTRE

20 March 2020



FUND RAISING AND MEMBERSHIP COMMITTEE

Chairman : Mr Markham Shaw
Member : LTC Dennis Quah
Secretary : CPT Gladis Choo
Assistant Secretary : WO1 Damien Kuang

Introduction

The role of the Fund Raising and Membership Committee (FRMC) is to raise funds and seek partnership with organizations 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.

Charity Film Premiere

The annual charity film featuring the movie 'Playing with Fire' took place on 7 January 2020 at Shaw Lido Hall 1. Ms Jessica Tan (Member of Parliament for East Coast GRC and Member, Government Parliamentary Committee (Home Affairs & Law) graced the event. SCDF officers, NFEC members and their families and friends also supported the event.

The charity film premiere was well received and ticket sales was encouraging. NFEC managed to raise \$20,671 through the event to further its cause.

Future Plans

FRMC will continue to seek opportunities to raise funds in WY 2020/21. In addition, the committee will focus its efforts to formalize strategic partnerships with like-minded organizations. It will do this through soliciting inputs from the sub-committees on potential strategic partners and work with them to define the strategic intent and expected outcomes to be achieved through the partnerships.

FRMC will also be identifying overseas councils of similar nature to NFEC for potential exchange program. The exchange program will help to widen the horizons of NFEC members and to pick up best practices and programs. However, this will only be possible after the lifting of Covid-19 travel restrictions.

The Committee would like to express its appreciation to all individuals and corporate well-wishers for their continuous support to NFEC. In particular, the Committee would like to thank the Shaw Foundation for being an integral and supportive stakeholder over the years.

National Fire And Civil Emergency Preparedness Council

(REGISTERED UNDER THE SOCIETIES ACT, CAP. 311)

UEN No. S86SS0064F

Financial Statutory Reports

For the financial year ended

31st March 2020

Contents

Statement by Board of Directors	31
Independent Auditor's Report	32 - 34
Statement of Financial Position	35
Statement of Comprehensive Income	36
Statement of Changes in Accumulated Fund	37
Statement of Cash Flows	38
Notes to Financial Statements	39 - 51

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

STATEMENT BY BOARD OF DIRECTORS

In our opinion, the accompanying financial statements, together with the notes thereon are drawn up so as to present fairly in all material respects of the financial position of National fire and Civil Emergency Preparedness Council (the Council) as at 31 March 2020 and of the financial performance, changes in accumulated fund and cash flows of the Council for the year ended 31 March 2020 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



MARKHAM SHAW CHAI CHUNG
Chairman



TAY ZHI WEI
Honorary Treasurer

Singapore, 19 MAY 2020

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

REPORT ON THE AUDIT OF THE FINANCIAL STATEMENTS

Opinion

We have audited the financial statements of National Fire and Civil Emergency Preparedness Council (the Council), which comprise the statement of financial position of the Council as at 31 March 2020, and the statement of comprehensive income, statement of changes in accumulated fund and statement of cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements are properly drawn up in accordance with the provisions of the Societies Act, Chapter 311 (the Societies Act), the Charities Act, Chapter 37 and other relevant regulations (the Charities Act and Regulations) and Financial Reporting Standards in Singapore (FRSs) so as to present fairly, in all material respects, the financial position of the Council as at 31 March 2020 and of the financial performance, changes in accumulated fund and cash flows of the Council for the year ended on that date.

Basis for Opinion

We conducted our audit in accordance with Singapore Standards on Auditing (SSAs). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Council in accordance with the Accounting and Corporate Regulatory Authority (ACRA) Code of Professional Conduct and Ethics for Public Accountants and Accounting Entities (ACRA Code) together with the ethical requirements that are relevant to our audit of the financial statements in Singapore, and we have fulfilled our other ethical responsibilities in accordance with these requirements and the ACRA Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information

Management is responsible for the other information. The other information comprises the Statement by Board of Directors.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

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

(Continued)

Responsibilities of Management and Directors for the Financial Statements

Management is responsible for the preparation and fair presentation of financial statements in accordance with the provisions of the Societies Act, the Charities Act and Regulations and FRSs, 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.

In preparing the financial statements, management is responsible for assessing the Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Council or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Council's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with SSAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with SSAs, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit 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 Council's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Council's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Council to cease to continue as a going concern.

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

(Continued)

Auditor's Responsibilities for the Audit of the Financial Statements (continued)

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS

In our opinion,

the accounting and other records required to be kept by the Council have been properly kept with the provisions of the Societies Regulations enacted under the Societies Act, the Charities Act and Regulations.

During the course of our audit, nothing has come to our attention that causes us to believe that during the year:

the Council has not used the donation moneys in accordance with its objectives as required under Regulation 11 of the Charities (Institution of a Public Character) Regulations.



CYPRESS SINGAPORE PAC
Public Accountants and
Chartered Accountants
Singapore

Date, 19 MAY 2020

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

STATEMENT OF FINANCIAL POSITION AS AT 31 MARCH 2020

	Note	2020 SGD	2019 SGD
ACCUMULATED FUND	3	<u>1,607,103</u>	<u>1,568,553</u>
Represented by:			
NON-CURRENT ASSETS			
Plant and equipment	4	598	2,603
Right-of-use asset	5(a)	5,445	-
Investments	6	250,000	753,812
CURRENT ASSETS			
Investments	6	503,812	-
Cash at bank and on hand		871,750	830,377
		<u>1,375,562</u>	<u>830,377</u>
Less:			
CURRENT LIABILITIES			
Accrued operating expenses		18,947	18,239
Lease liability	5(b)	1,489	-
		<u>20,436</u>	<u>18,239</u>
NET CURRENT ASSETS		<u>1,355,126</u>	<u>812,138</u>
		1,611,169	1,568,553
LESS: NON-CURRENT LIABILITY			
Lease liability	5(b)	4,066	-
		<u>1,607,103</u>	<u>1,568,553</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 2020

	Note	2020 SGD	2019 SGD
INCOME			
Donation received- tax exempt		100,000	101,100
Fire Safety Award		1,280	50,990
Fire Safety Orientation Toolkits		35	35
Fire Safety Seminar		187,427	179,905
NFEC Charity Film Premiere- tax exempt donation		17,016	8,340
NFEC Charity Film Premiere- non tax exempt donation		10,554	23,485
Interest income		3,224	3,081
Interest on bonds		21,325	21,325
Other income		1,451	40,302
		<u>342,312</u>	<u>428,563</u>
LESS: EXPENDITURE			
COMMITTEE EXPENSES			
Fire Safety Committee for Schools and Youth		(11,029)	(24,832)
EVENT EXPENSES			
Fire Safety Award		(956)	(44,078)
Fire Safety Seminar		(77,277)	(51,471)
NFEC Charity Film Premiere		(6,007)	(1,130)
ADMINISTRATIVE EXPENSES			
Advertisement		(50,000)	(50,000)
Annual general meeting		(5,350)	(5,350)
Depreciation of plant and equipment		(2,005)	(2,064)
Depreciation of right-of-use asset		(1,556)	-
Employee benefits expense	7	(128,567)	(132,686)
Entertainment		(4,387)	(5,014)
Interest expenses on lease liability		(287)	-
Printing, postage and stationery		(1,344)	(2,255)
Other operating expenses		(14,997)	(18,776)
		<u>(303,762)</u>	<u>(337,656)</u>
SURPLUS INCOME OVER EXPENDITURE		38,550	90,907
TAXATION	8	-	-
NET SURPLUS FOR THE YEAR		38,550	90,907
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		38,550	90,907

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 2020

	Accumulated Fund SGD
BALANCE AS AT 1 APRIL 2018	1,477,646
Total comprehensive income for the year	90,907
BALANCE AS AT 31 MARCH 2019	<u>1,568,553</u>
Total comprehensive income for the year	38,550
BALANCE AS AT 31 MARCH 2020	<u><u>1,607,103</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 2020

	Note	2020 SGD	2019 SGD
CASH FLOWS FROM OPERATING ACTIVITIES			
Surplus before taxation		38,550	90,907
Adjustment for:			
Depreciation of plant and equipment		2,005	2,064
Depreciation of right-of-use asset		1,556	-
Interest expenses on lease liability		287	-
Interest income		(24,549)	(24,406)
Operating cash flows before working capital changes		<u>17,849</u>	<u>68,565</u>
Changes in working capital:			
Prepaid operating expenses		-	69
Accrued operating expenses		708	461
		<u>708</u>	<u>530</u>
NET CASH EFFECT OF OPERATING ACTIVITIES		<u>18,557</u>	<u>69,095</u>
CASH FLOWS FROM INVESTING ACTIVITY			
Interest income received		<u>24,549</u>	<u>24,406</u>
NET CASH EFFECT OF INVESTING ACTIVITY		<u>24,549</u>	<u>24,406</u>
CASH FLOWS FROM FINANCING ACTIVITIES			
Payment of lease liability		<u>(1,733)</u>	<u>-</u>
NET CASH EFFECT OF FINANCING ACTIVITIES		<u>(1,733)</u>	<u>-</u>
NET CHANGE IN CASH AND CASH EQUIVALENTS		41,373	93,501
CASH AND CASH EQUIVALENTS AS AT 1 APRIL	9	830,377	736,876
CASH AND CASH EQUIVALENTS AS AT 31 MARCH	9	<u><u>871,750</u></u>	<u><u>830,377</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 2020

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 2018 to 28 June 2021.

With the occurrence of COVID-19 pandemic globally, the management is closely monitoring the negative impact of the pandemic on its operation. As at the date of this report, the management is confident that the council is able to weather through the negative effects of this pandemic.

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 and other relevant regulations.

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 2020 are authorised to be issued on the date of the Statement by Board of 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 2019. These new and revised Financial Reporting Standards have no significant effects on the Council's accounting policies used except for:-

FRS 116 Leases

Financial Reporting Standard 116 Leases (FRS 116) sets out the principles for the recognition, measurement, presentation and disclosure of leases. The objective is to ensure that lessees and lessors provide relevant information in a manner that faithfully represents those transactions. This information gives a basis for users of financial statements to assess the effect that leases have on the financial position, financial performance and cash flows of the entity.

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

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

FRS 116 Leases (continued)

The new approach to lease accounting under FRS 116 requires a lessee to recognise assets and liabilities for the rights and obligations created by leases (with limited exceptions). This approach will result in a more faithful representation of a lessee's assets and liabilities and, together with enhanced disclosures, will provide greater transparency of a lessee's financial leverage and capital employed.

FRS 116 substantially carries forward the lessor accounting requirements in FRS 17. Accordingly, a lessor continues to classify its leases as operating leases or finance leases, and to account for those two types of leases differently.

FRS 116 also requires enhanced disclosures to be provided by lessors that will improve information disclosed about a lessor's risk exposure, particularly to residual value risk.

2.3 Issued but not yet effective Financial Reporting Standards

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

Amendments to FRS 1 and FRS 8

The amendment stated that an information is material if omitting, misstating or obscuring could reasonably be expected to influence decisions that the primary users of general purpose financial statements make on the basis of those financial statements, which provide financial information about a specific reporting entity.

2.4 Significant judgments by the board of directors in applying accounting policies

In the process of applying the Council's accounting policies, the board of 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 board of 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:-

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2.5 Key sources of estimation uncertainty (continued)

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.

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 rates of depreciation are as follows:

	<u>No. of years</u>
Equipment – NEAR Project	5
Computer	5

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 Right-of-use asset

The company recognises a right-of-use asset and a lease liability at the lease commencement date. The right-of-use asset is initially measured at cost, which comprises the present value of total lease liabilities adjusted for any lease payments made at or before the commencement date, plus any initial direct costs incurred and an estimate of costs to dismantle and remove the underlying asset or to restore of the site which the underlying asset is located, less any lease incentives received. Subsequent to initial recognition, right-of-use asset is stated at cost less accumulated depreciation and accumulated impairment losses, if any, and an adjustment for certain remeasurements of the lease liability.

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2.7 Right-of-use asset (continued)

Depreciation of a right-of-use asset commences from the commencement date of the lease to the earlier of the end of the useful life of the right-of-use asset or the end of the lease term. The estimated useful lives is as follows:

	<u>No. of months</u>
Copier	54

2.8 Investments

These investments are non-derivatives financial assets classified as financial asset measured at amortised cost as the financial asset gives rise on specified dates to cash flows that are solely payments of principal and interest on the principal amount outstanding. These investments are stated at cost less amortised cost and adjusted for any loss allowance at the year end.

2.9 Financial assets

Financial assets, are classified as 'financial assets at fair value through profit or loss', 'amortised costs', or 'fair value through other comprehensive income' 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 trade receivables at their transaction price if the trade receivables do not contain a significant financing component in accordance with FRS115. The classification of financial assets, after initial recognition, is re-evaluated and reclassified where allowed and appropriate.

All financial assets are measured at fair value through profit or loss unless they are measured at amortised cost or at fair value through other comprehensive income.

2.10 Cash at bank and on hand

Cash at bank and on hand are classified and accounted for as 'amortised cost financial assets' 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 assets 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. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2.12 Impairment of non-financial 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.

2.13 Lease Liability

The lease liability is initially measured at the present value of the lease payments that are not paid at the commencement date, discounted using the interest rate implicit in the lease or, if that rate cannot be readily determined, the company's incremental borrowing rate of similar asset. Generally, the company uses its incremental borrowing rate as the discount rate.

Lease payments included in the measurement of the lease liability comprise of the following:

- Fixed payments, including in-substance fixed payments;
- Variable lease payments that depend on an index or a rate, initially measured using the index or rate as at the commencement date;
- Amounts expected to be payable under a residual value guarantee; and
- The exercise price under a purchase option that the company is reasonably certain to exercise, lease payments in an optional renewal period if the company is reasonably certain to exercise an extension option, and penalties for early termination of a lease unless the company is reasonably certain not to terminate early.

2.13 Lease Liability (continued)

The lease liability is measured at amortised cost using the effective interest method. It is remeasured when there is a change in future lease payments arising from a change in an index or rate, if there is a change in the company's estimate of the amount expected to be payable under a residual value guarantee, or if the company changes its assessment of whether it will exercise a purchase, extension or termination option. A lessee shall use an unchanged discount rate, unless the change in lease payments results from a change in floating interest rates.

When the lease liability is remeasured in this way, a corresponding adjustment is made to the carrying amount of the right-of-use asset, or is recorded in profit or loss if the carrying amount of the right-of-use asset has been reduced to zero.

2. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

2.14 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 in the statement of comprehensive income 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.

2.15 Provisions

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

2.16 Income recognition

Donations is recognised as and when the council's entitlement to such income is established with no significant uncertainty and the amount can be measured with sufficient reliability. This normally coincides with the receipt of the donation in full.

Income from seminar and other events are recognised when enforceable performance obligations is satisfied. Performance obligations satisfied when the information on fire-safety related issues and the latest developments in the field of fire safety legislation and prevention has been benefit by the participants.

2.17 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.

2.18 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. SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

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

	Equipment- NEAR project SGD	Computer SGD	Total SGD
<u>Cost</u>			
As at 1 April 2018	7,897	2,421	10,318
Additions	-	-	-
As at 31 March 2019	<u>7,897</u>	<u>2,421</u>	<u>10,318</u>
Additions	-	-	-
As at 31 March 2020	<u>7,897</u>	<u>2,421</u>	<u>10,318</u>
<u>Accumulated depreciation</u>			
As at 1 April 2018	4,723	928	5,651
Depreciation charge for the year	1,580	484	2,064
As at 31 March 2019	<u>6,303</u>	<u>1,412</u>	<u>7,715</u>
Depreciation charge for the year	1,521	484	2,005
As at 31 March 2020	<u>7,824</u>	<u>1,896</u>	<u>9,720</u>
<u>Carrying amount</u>			
As at 31 March 2020	<u>73</u>	<u>525</u>	<u>598</u>
As at 31 March 2019	<u>1,594</u>	<u>1,009</u>	<u>2,603</u>

This section is intentionally left blank.

5. LEASES

The company leases a copier which is accounted for under FRS 116. The company depreciates these right-of-use asset and recognises interest on lease liability during the year. Information about leases for which the company is a lessee is summarised as below:

(a) Right-of-use asset

	Copier SGD
<u>Cost</u>	
As at 1 April 2019	-
Effect of adoption of FRS116	7,001
As at 31 March 2020	<u>7,001</u>
<u>Accumulated depreciation</u>	
As at 1 April 2019	-
Depreciation for the year	1,556
As at 31 March 2020	<u>1,556</u>
<u>Carrying amount</u>	
As at 31 March 2020	<u>5,445</u>
As at 31 March 2019	<u>-</u>

(b) Lease Liability

	2020 SGD	2019 SGD
As at 1 April	7,001	-
Interest expenses on lease liability	287	-
Payment of lease liability	(1,733)	-
Balance as at 31 March	<u>5,555</u>	<u>-</u>

The total cash outflow for leases in 2020 was SGD1,733 which includes redemptions of principal and interest payments.

Maturity of the lease liability is analysed as follows:-

	2020 SGD	2019 SGD
Within one year	1,489	-
Between 1 and 5 years	4,066	-
Balance as at 31 March	<u>5,555</u>	<u>-</u>

6. INVESTMENTS

	2020 SGD	2019 SGD
Unquoted investment in bonds:		
<u>Current asset</u>		
HDB bonds with a coupon rate of 3.14% per annum maturing on 18.3.2021	<u>503,812</u>	<u>-</u>
<u>Non-current asset</u>		
HDB bonds with a coupon rate of 3.14% per annum maturing on 18.3.2021	-	503,812
HDB bonds with a coupon rate of 2.25% per annum maturing on 21.11.2024	<u>250,000</u>	<u>250,000</u>
	<u>250,000</u>	<u>753,812</u>

7. EMPLOYEE BENEFITS EXPENSE

	2020 SGD	2019 SGD
Staff salaries and bonuses	111,893	114,039
Employer's CPF and other contributions	13,674	15,647
Staff transport allowance	<u>3,000</u>	<u>3,000</u>
	<u>128,567</u>	<u>132,686</u>

There is no remuneration to key management personnel during the year.

8. TAXATION

The Council is a registered charity and is exempted from income tax under Section 13(1)(zm) of the Income Tax Act.

9. CASH AND CASH EQUIVALENTS

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

This section is intentionally left blank.

10. 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:

	2020/2019 SGD	2019/2018 SGD
<u>Project planned</u>		
Fire Safety Committee for Schools and Youth	61,500	54,300
Industrial Premises Committee	3,500	3,100
Housing Premises Committee	3,000	11,000
Commercial Premises Committee	2,500	2,500
Publicity Committee	50,000	50,000
Secretarial	5,000	5,000
Fund Raising & Membership Committee	12,375	2,000
	<u>137,875</u>	<u>127,900</u>

11. 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.

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 investments.

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

This section is intentionally left blank.

12. FINANCIAL RISK MANAGEMENT (CONTINUED)

a) Market risk (continued)

ii) Interest rate risk (continued)

Changes in market interest risk of 1% (2019: 1%) on interest bearing financial assets as at the year end will have the effect on the financial statements as follows:-

	2020 SGD	2019 SGD
Surplus income over expenditure	7,538	7,538
Equity	<u>-</u>	<u>-</u>

The above analysis assumes all other variables are held constant.

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. Investment in bonds are with creditworthy government institution.

Financial assets that are past due and/or impaired

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

c) Liquidity risk

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

The Council has the financial liability which is disclosed as below:-

	Less than 1 year SGD	Between 1 and 5 years SGD	Total SGD
As at 31 March 2020			
Lease liability	<u>1,733</u>	<u>4,334</u>	<u>6,067</u>

12. FINANCIAL RISK MANAGEMENT (CONTINUED)

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 board of 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:

	Financial assets at amortised cost SGD	Financial liabilities at amortised cost SGD	Total SGD
As at 31 March 2020			
<u>Assets</u>			
Investments	753,812	-	753,812
Cash at bank and on hand	871,750	-	871,750
Total financial assets	<u>1,625,562</u>	<u>-</u>	<u>1,625,562</u>
Total non-financial assets			6,043
Total assets			<u>1,631,605</u>
<u>Liabilities</u>			
Lease liability	-	(5,555)	(5,555)
	<u>-</u>	<u>(5,555)</u>	<u>(5,555)</u>
Total non-financial liabilities			(18,947)
Total liabilities			<u>(24,502)</u>

This section is intentionally left blank.

13. FINANCIAL INSTRUMENTS (CONTINUED)

Classification of financial instruments (continued)

	Financial assets at amortised cost SGD	Financial liabilities at amortised cost SGD	Total SGD
As at 31 March 2019			
<u>Assets</u>			
Investments	753,812	-	753,812
Cash at bank and on hand	830,377	-	830,377
Total financial assets	<u>1,584,189</u>	<u>-</u>	<u>1,584,189</u>
Total non-financial assets			2,603
Total assets			<u>1,586,792</u>
<u>Liabilities</u>			
Total financial liabilities	<u>-</u>	<u>-</u>	<u>-</u>
Total non-financial liabilities			(18,239)
Total liabilities			<u>(18,239)</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 directors 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.

	2020 SGD	2019 SGD
Current assets	1,375,562	830,377
Current liabilities	(20,436)	(18,239)
Net current assets	<u>1,355,126</u>	<u>812,138</u>
Total assets	1,631,605	1,586,792
Total liabilities	(24,502)	(18,239)
Fund surplus	<u>1,607,103</u>	<u>1,568,553</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.

ACKNOWLEDGEMENTS

The Council wishes to extend its thanks to the following organisations for their support and contributions:-

- **Association Of Company Emergency Response Team**
- **Fire Safety Managers' Association of Singapore**
- **General Insurance Association**
- **Housing and Development Board**
- **Orchard Road Business Association**
- **People's Association**
- **Singapore Chemical Industry Council**
- **Singapore Civil Defence Force**
- **Singapore Hotel Association**
- **Singapore Institution Of Safety Officers**
- **Singapore Manufacturing Federation**
- **The Shaw Foundation Pte**



National Fire
And
Civil Emergency
Preparedness
Council

Mission

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



CENTRAL FIRE STATION

62 Hill Street Singapore 179367 • Tel: 6332 3178 Fax: 6286 0073
E-mail: secretariat@nfec.org.sg • Website: www.nfec.org.sg