



**2014  
ANNUAL REPORT**

**ENVISION**  
LET'S DO THE RIGHT THING



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# SEC Core Values

Like our planet, SEC encompasses multiple layers of expertise, culture and character of our people and organisation.  
But at the very core, our values will always remain to steer us in one common direction.

## EXCELLENCE

We go the extra mile to succeed, exceed our stakeholders' expectations and stretch our capabilities to achieve the best possible outcome every time.

## INNOVATION

We promote an innovative culture and attitude. We think differently and strive to apply innovative thinking and creativity to everything we do.

## INTEGRITY

We meet the highest ethical and professional standards in all of our organisational endeavours and in doing so, hold ourselves accountable to our mission and to the public.

## TEAMWORK

We are supportive of each other's efforts, and work together to meet our common goals as a diverse, yet unified team. We respect all individuals and value their contributions.

## PASSION

We show pride, sincerity and dedication in our programmes, people and the environment, thereby delivering superior value to our stakeholders.

# Message from Chairman



It has been a very fulfilling 2014, filled with activities together with our Nation. It is my greatest pleasure to report to you some of the highlights.

2014 was the primary year for setting up SEC's Training and Education arm. We have been successfully conducting eco trails for local and international students as well as general public at Marina Barrage and Sengkang Floating Wetland and a series of more hands-on immersion courses for students, organisations and the community. The education activities will provide the practical foundation for everyone who complements our pillars of Awards, Certifications and Outreach. We have successfully trained 10,000 students and adults.

We began the year by facilitating the ENVision series of dialogue sessions jointly with the Ministry of Environment and Water Resources. We helped galvanise our communities (grassroots, businesses, schoolchildren, professionals, NGOs) with one collective voice from ground up to propel Singapore to evolve as a sustainable environmentally-friendly country. We put together the collective Visioning Statement from the People for the Sustainable Singapore Blueprint 2015, who have chosen to "Own, Care, be Responsible".

From there, we continued to advance with a media ad campaign of several advertorials which drew more than 100,000 views. We formed partnerships with Green Champions and Green Stars to push the message of ownership and care for the environment. For the second time running, SEC presented timely facts about haze to our community and asked for actions to be taken by heavier enforcement by ASEAN countries. SEC also addressed the need for consumer action on palm oil related products that are from the region.

SEC continued to spread our wings abroad by creating influence through the Green Labelling programme. We signed a MOU with the China Environmental United Certification Centre to promote sustainable economic development and

environment protection. The Singapore Green Labelling Scheme Secretariat has overseen the development of 10 new product categories that cover consumer and industrial needs and has amassed product certifications from 25 countries. We have achieved 12 new certifications on the retail front with our collaboration with SMRT on the Eco-Shop programme and our Eco Office partnership with CDL is into its 14th year with its first overseas certification awarded to PT Holcim Indonesia.

The Singapore Environmental Achievement Awards started its regional push and included South-Asian countries like India, Bangladesh and Nepal. We have also made an impact with Asian Journalism awards with the participation of 150 applicants from 21 countries from around the world. This includes China, Hong Kong, India, Philippines and Uzbekistan. This is to recognise and promote continued eco reporting amongst our journalists globally.

Our School Green Awards presented itself for the first time, to the Dayan and Anglo-Vedic Public School from India. Indeed, the environment sees NO distinctions, boundaries or horizons!

We shall not forget our late Mr Lee Kuan Yew who planted the first Merpat Tree in 1963, thus starting our island-wide greening movement. Thank you Mr Lee, for green paving the way for us. You are our Green Champion forever.

On behalf of the Board and SEC Secretariat, I would like to sincerely thank all of partners, volunteers, donors and friends for your continued support. In 2015, we have plans for a number of SG50 activities to celebrate SEC's 20th anniversary, so stay tuned!

**Ms Isabella Loh**  
Chairman



# Message from Executive Director



Growing from strength to strength and making a positive impact from the work we do, were the two key takeaways from 2014 for the SEC. As our events continue to grow and the message of environmental sustainability reaches more Singaporeans through our programmes, the goal of having a good shared environment remains strong.

Our signature annual awards such as the Singapore Environmental Achievement Awards, Asian Environmental Journalism Awards and School Green Awards continued to garner strong participation while more and more passionate individuals stepped forward to volunteer their precious time towards environmental causes through our Earth Helpers programme.

With more and more products certified under the Singapore Green Labelling Scheme and increasing numbers of companies and shops being Eco-office and Eco-shop certified, we are encouraged that our efforts - in collaboration with our partners from the private sector - are yielding fruits.

As we celebrate SEC's 20th anniversary in 2015, my hope is that every individual will regard the environment as their own, to care for it, be responsible for it, and to own it.

I also want to say a big 'thank you' to the many corporate, community and public sector organisations that have partnered us. Truly, without your support, SEC would not have been able to deliver on our programmes.



**Mr Edwin Seah**  
Executive Director





## BOARD OF DIRECTORS

### CHAIRMAN

**MS ISABELLA LOH**  
Singapore Environment Council

### DIRECTORS

**DR LEONG CHEE CHIEW**  
Deputy Chief Executive Officer  
(Professional Development & Services Cluster)  
National Parks Board

**MR JOHN BRUCE RAE-SMITH**  
Director  
Swire Pacific Offshore Operations Pte Ltd

**MS LINDA DOROTHY DE MELLO**  
Deputy Director  
3P Network Dept  
PUB

**MR ZECHARIAH CHAN**  
Partner - Intellectual Property  
Lee & Lee

### VICE CHAIRMAN

**DR TEO HO PIN**  
Mayor  
North West Community Development Council

**MR PHILIP SU POON GHEE**  
Executive Director, Retail Business Group  
Far East Organisation

**MR NEIL GLENN**  
Managing Director  
(Board Observer for Mr John Bruce Rae-Smith)  
Swire Pacific Offshore Operations Pte Ltd

**PROF NG WUN JERN**  
Executive Director  
Nanyang Environment & Water Research Institute  
Nanyang Technological University

**PROF LEO TAN WEE HIN**  
Director (Special Projects)  
National University of Singapore

**MR TAN WEE HOCK**  
Divisional Director  
National Environment Agency

**MS LEE SZE YENG**  
Partner  
KPMG LLP

**MR ROBERT YAP**  
Chairman  
Rock Productions Pte Ltd

## Advisor Committee

### CHAIRMAN

**MR GEORGE HUANG**  
Emeritus President  
Singapore Manufacturing Federation

### MEMBERS

**MR MICHAEL TOH**  
Director, 3P Network  
Ministry of the Environment and  
Water Resources (MEWR)

**MR DALSON CHUNG**  
Director  
Industry Development & Promotion  
Office/Sustainability Office  
National Environment Agency

## Members Of the Council

### CHAIRMAN

**PROF LEO TAN WEE HIN**  
Director (Special Projects)  
National University of Singapore

### MEMBERS

**PROF SU GUANING**  
President Emeritus  
Nanyang Technological University

**MR JOHN LIM**  
Chairman  
Singapore Institute of Directors

### IN APPRECIATION

We would like to express our sincere appreciation to our former board member – Dr Ming Tan for her guidance and contributions to SEC.

# SEC Secretariat



**EXECUTIVE DIRECTORS' OFFICE**

**TRAINING & EDUCATION**

**EDWIN SEAH**  
Executive Director

**SHEER ANGULLIA**  
Communications Executive

**K KOGILAM HANNAH**  
Receptionist

**STEVEN CHIN**  
Finance Senior Executive

**VEENITHA VIJAYAN**  
Finance Executive

**JESSICA WAN**  
Administration Manager

**SAAZLIANA ABDULLAH**  
Human Resource Manager

**GERARD CHRISTOPHER**  
Assistant Executive Director

**NURAMIRAH SUYIN**  
Environmental Engineer



**ENVIRONMENTAL CERTIFICATIONS**

**KELVIN LAI**  
Senior Manager

**HELEN HO**  
Executive

**AMBROSE LIM**  
Executive Assistant

**JASMINE SOH**  
Marketing Executive

**KAVICKUMAR MURUGANATHAN**  
Lead Environmental Engineer

**CHLOE LIM**  
Marketing Executive

**HARISUDDIN YAHYA @ RHYS**  
Environmental Engineer

**NURSYAFIQAH ROSLI**  
Executive Assistant

**HELMY SARPAN**  
Senior Marketing Executive



**ENVIRONMENTAL OUTREACH**

**YUDHI ARIANTO**  
Senior Manager

**NGEOW YIN TEEN**  
Manager

**PRAKASH RAJA**  
Manager

**SITI FARHANA MAHADI**  
Senior Executive

**SHARMINE TAN**  
Executive

**JEANETTE CHOONG**  
Executive

**ESTHER WEE**  
Executive

**ELAINE SIM**  
Executive Assistant



# Key Accomplishments



Tax-deductible Donations and Sponsorships

**FY2014 - S\$368,868**

**FY2013 - S\$348,782**



**25 Countries Reached**

238 New Certifications

1,301 Products Renewed



**33 Offices Renewed**

29 New Offices Certified

**48,199 PMEs &**

Business Owners Reached

99 Eco-Office Kits Distributed



12 Eco Shops Certified



344 Submissions Received

406,312 Estimated  
Number of Students Reached

**155 Schools Received**

The Sustained Achievement Awards

SINGAPORE  
ENVIRONMENTAL  
ACHIEVEMENT  
AWARDS

16 Submissions

1,166 Organisations Reached

ASIAN  
ENVIRONMENTAL  
JOURNALISM  
AWARDS

**21 Countries**

150 Submissions

690 Journalists, Media Organisations  
and Environmental Organisations



**641 Registered  
Earth Helpers**

**87 Events & Activities**

941 Hours of Volunteer Work



## PROGRAMME HIGHLIGHTS



**1** Group photo of outstanding school award recipients with Guest-of-Honour Ms Grace Fu, Minister, Prime Minister's Office, Second Minister for the Environment and Water Resources and Second Minister for Foreign Affairs at the first ever School Green Day on 3 November 2014. **2** National Junior College's student-initiated upcycling programme for Bishan residents, where they made reusable bags from old t-shirts. **3** Students from Bukit View Primary School receiving a copy of the SGA resource booklet at the SEC booth during Environment Week in April 2014.

### SCHOOL GREEN AWARDS

This holistic environmental audit programme administered by SEC aims to educate and inspire learners of all ages in schools on issues such as waste minimisation, resource conservation and the greening of the school grounds. It adopts a ground-up approach in developing a sense of care, ownership and responsibility among the student population in the hope that they will be good future stewards of the environment.

Through the SGA, awareness of environmental issues and resource conservation among students and schools in Singapore continues to grow as the 14th School Green Awards (SGA) in 2014 saw a record 344 submissions. A

new category for Institutes of Higher Learning was also launched for universities, polytechnics and Institutes of Technical Education. To-date, 406,312 students across all educational levels have participated in the SGA, representing about 61% of the total student population in Singapore. The SEC hopes that in the not-too-distant future, every student and school in Singapore will get involved in the SGA. Imagine the impact this would have on the environment when this milestone is reached.

Schools that participated in SGA 2014 benefited from cost savings, conserving enough electricity equal to powering more than 9,000 HDB 4-room flats for one month. However consumption levels for water and paper were much higher in 2014 compared to 2013, proving that more work needs to be done to inculcate a culture of resource saving and waste minimisation.





1 Guest-of-Honour, Dr Vivian Balakrishnan, Minister for the Environment and Water Resources (7th from right) with SEAA 2014's sponsors, winners and merit winners at InterContinental Singapore on 21 August 2014. 2 MINDS perform drumming out majestic beats on their Taiko Drums during the opening performance of the Awards presentation ceremony. 3 SEAA 2014 site assessment at the premises of Regional category Merit Winner, Tanah Sutera Development Sdn Bhd, in June 2014.



2



3



1 Mr Fernando Garcia Sepe, Jr., a Filipino journalist from ABS-CBN News, receiving the Top Award for the SEC Coca-Cola Environmental Story of the Year Category from Ms Grace Fu, Minister, Prime Minister's Office, Second Minister for the Environment and Water Resources and Second Minister for Foreign Affairs, alongside Ms Isabella Loh, Chairman of the SEC (1st from left) and Ms Gill McLaren, General Manager, Coca-Cola Singapore, Malaysia & Brunei. 2 Merit and Top Winners at the AEJA 2014 Awards Ceremony posing with Ms Grace Fu, Ms Isabella Loh and AEJA Award Sponsors. 3 The Joshiley Bhangra Group kicks off the AEJA 2014 Awards Ceremony with their opening performance.



2



3

## SINGAPORE ENVIRONMENTAL ACHIEVEMENT AWARDS

The SEAA is a premier environmental awards that recognises organisations that have shown commitment to the environment and influenced stakeholders to do the same.

The awards reached out to organisations from South Asian countries like India and Bangladesh in 2014, as part of a longer-term goal to encourage environmental excellence among businesses throughout Asia over the next three years.

The stringent awards selection process saw eight organisations receiving the SEAA at the awards ceremony graced by Dr Vivian Balakrishnan, Minister for the Environment and Water Resources on 21 August 2014 at InterContinental Singapore.

SEAA winners were chosen for taking the lead in their respective industries such as integrating new technology solutions that recycle heat waste to reduce heat emissions, generate electricity and reduce reliance on fossil fuels. Prominent names among the winners included Glaxo Wellcome Manufacturing (a subsidiary of GlaxoSmithKline Group), Novotel Singapore Clarke Quay and Grand Hyatt Singapore.

### WINNERS OF SEAA 2014

#### SEC-Setsco SEAA (Manufacturing)

Winner: Glaxo Wellcome Manufacturing Pte Ltd

#### SEC-Kimberly-Clark SEAA (Services)

Winner: Novotel Singapore Clarke Quay  
Merit Winner: Ricoh Asia Pacific Pte Ltd

#### SEC-Lee Foundation SEAA (Public Sector)

Merit Winner: Fuchun Secondary School  
Merit Winner: Holy Innocents' Primary School

#### SEC SEAA (Regional)

Merit Winner: Tanah Sutera Development Sdn Bhd

#### SEC-Senoko Energy Green Innovation Award

Winner: Grand Hyatt Singapore  
Merit Winner: Carrier Singapore Pte Ltd

#### SEC-CDL Outstanding SEAA

Winner: Glaxo Wellcome Manufacturing Pte Ltd

## ASIAN ENVIRONMENTAL JOURNALISM AWARDS

Launched in 2012 to recognise and reward excellence in environmental journalism, the annual AEJA received 150 submissions in 2014, a 78% increase from 2013.

Submissions featured environmental news reports from 21 countries, compared to 14 in 2013.

To encourage more young journalists to report on the environment, the SEC Young Environmental Journalist of the Year was introduced in 2014, garnering 10 submissions from professionals age 18 to 27.

Ms Grace Fu, Minister, Prime Minister's Office, Second Minister for the Environment and Water Resources and Second Minister for Foreign Affairs, presented the awards to winners of the six AEJA categories at a ceremony at the Grand Copthorne Waterfront Hotel on 30 October 2014.

### WINNERS OF AEJA 2014

#### SEC Young Environmental Journalist of the Year

Winner: Denise Hruby (Cambodia)  
Merit Winner: Liu Hongqiao (China)  
Merit Winner: Patricia Ranada (Philippines)

#### SEC Coca-Cola Environmental Story of the Year

Winner: Fernando Garcia Sepe, Jr. (Philippines)  
Merit Winner: Akshai Jain (India)  
Merit Winner: Zsombor Peter (Cambodia)

#### SEC-Lee Foundation Excellence in Environmental Reporting by a Media Organisation

Winner: Channel NewsAsia, MediaCorp Pte Ltd  
Merit Winner: Caixin Media  
Merit Winner: South China Morning Post

#### SEC-CDL Environmental Journalist of the Year

Winner: Tan Cheng Li (Malaysia)  
Merit Winner: Amantha Perera (Sri Lanka)  
Merit Winner: Ananda Banerjee (India)

#### SEC-Sky Creation Design Environmental Blogger of the Year

Winner: Stella Paul (India)  
Merit Winner: Neo Mei Lin (Singapore)  
Merit Winner: Anthony Quek San Huat (Singapore)

#### SEC-CITIC Telecom International Environmental Photograph of the Year

Winner: Eli Ritchie B. Tongo (Philippines)  
Merit Winner: Chaideer Mahyuddin (Indonesia)  
Merit Winner: Douglas Ho Kah Joon (Singapore)





1 Ms Zhang Xiaodan, General Manager of China Environmental United Certification Centre (left) and Mr Damon Yong, Director of Operations, SEC, signed the MOU in Beijing. 2 Resident Environmental Engineer Kavickumar Muruganathan giving a talk at the International Greentech & Eco Products Exhibition & Conference Malaysia IGEM 2014. 3 Eco-certifications executive \*Jacey Yong (right) promoting eco-certifications during IGEM 2014.



1 Minister of State For Defence, Dr Mohamad Maliki bin Osman presenting the Eco-Office certification to Captain Michael Elwert from the Tome Group 2 SEC Chairman, Ms Isabella Loh, making opening remarks at the Project; Eco-Office Presentation Ceremony on 13 March 2015.



## SINGAPORE GREEN LABELLING SCHEME

The Singapore Green Labelling Scheme (SGLS) is Singapore's and the region's foremost environmental standard and certification mark. First introduced in 1992, SGLS has extended its geographic reach and product range to cover 25 countries such as India, Japan, Vietnam and Indonesia, and close to 3,000 products ranging from paper and detergents to carpets and lightings. In 2014 SEC added six new product categories including soil substrates & fertilisers, LED lights, products made from recycled content & sustainable sources, surface covering, doors and pipes, bringing the total number of categories to 38.

SEC is also a member of the Global Eco-labelling Network (GEN) which enables the SGLS to potentially be recognised in countries like Southeast Asia, China, Japan, the European Union and Brazil. Several Mutual Recognition Agreements are in the pipeline between the SEC and GEN members. When completed, it will enable SGLS-certified products to be recognised in these countries with a single label.

A Memorandum of Understanding (MOU) between the SEC and China Environmental United Certification Centre (CEC) was signed at the GEN Annual General Meeting in Beijing on 14 September 2014. Through this MOU, SGLS certified products now enjoy a competitive edge when venturing into the China market, particularly with government agencies, since the enactment of the government's green procurement policy that was implemented to promote sustainable economic development and environmental protection.

## PROJECT: ECO-OFFICE

Project: Eco-Office was established in partnership with CDL to drive sustained environmentally-friendly practices in offices by increasing awareness amongst staff, and by making available a range of knowledge-based and practical resources. While the SEC continues to increase outreach and Eco-Office certification among offices in Singapore, offices in Malaysia and Indonesia have shown interest in being certified and in December 2014, PT Holcim Indonesia was the first overseas office to be certified.

The programmes offered under Project: Eco-Office 2014 were also revamped with the introduction of the online audit protocol. This provides assessments and environmental performance statistics at a single glance, and companies are now able to monitor and track electricity, water and paper consumption within the organisation, and identify areas of improvements. This protocol will allow for a complete review of their performance and sets a benchmark for more realistic and sustained targets and goals to be achieved.





**1** Gracing the grand opening of the Ang Mo Kio Xchange with successfully certified Ang Mo Kio tenants is Ms Denise Phua, Mayor of Central Singapore District (top row, third from right), Mr Desmond Quek, CEO of the SMRT Corporation, Ms Isabella Loh, Chairman of the SEC and Mr Jose Raymond, CEO of the SEC. **2** Eco-Shop ads displayed at MRT stations serves as a gentle reminder for consumers to shop responsibly.

## PROJECT: ECO-SHOP

With growing awareness for environmental-related issues, consumers are leaning towards sustainable green shopping. Project: Eco-Shop is a certification programme for retailers and is a joint initiative between the SEC and SMRT Corporation Ltd and serves as a guide for consumers searching for stores operating on green principles. Through a self-audit checklist, retailers are empowered to make efficient and effective green retail decisions as of the audit process.

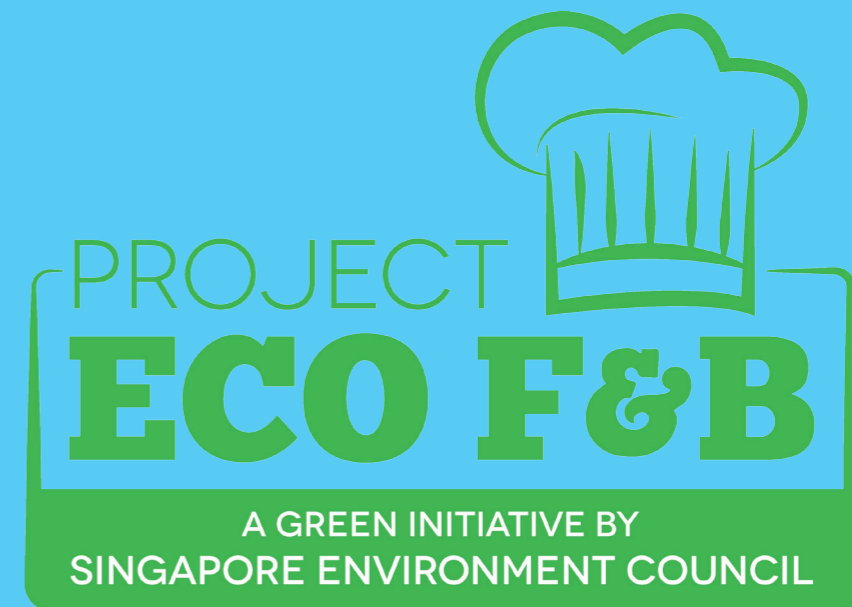
In 2014, 12 SMRT tenants at Ang Mo Kio Xchange were certified following the pioneer batch at Woodlands Xchange in 2013. Ms Denise Phua, Mayor of Central Singapore District, gave out the certificates to the tenants on 7 November 2014.

## PROJECT: ECO-F&B

Project: Eco-F&B was given a fresh look following a major rebranding exercise in 2013 when it was renamed from Project: Eco-Food Court. While the latter targeted solely food courts, Project: Eco-F&B has expanded its reach to encompass F&B establishments such as cafés, restaurants, and other eating haunts. Through this formal accreditation, both food operators and patrons can affirm their support for the environment through their patronage of F&B establishments that adopt green business practices.

Currently in its third year, Project: Eco-F&B has certified seven food establishments that have successfully adopted environmentally sustainable practices through managing water, energy and wastes effectively. With an increase in environmental awareness through the collaborative efforts of patrons and F&B operators, Project: Eco-F&B aims to reduce the amount of food waste in Singapore.

All Project: Eco-F&B certified establishments are now able to make well-informed green decisions and use resources wisely, through a simple self-audit checklist that serves as a basis for the auditing process.







**1** Students and educators sharing their thoughts about the future of Singapore's environment at a stakeholder consultation on 27 February 2014. **2** Minister for the Environment and Water Resources, Dr Vivian Balakrishnan, unveiling the three core values of Care, Responsibility and Ownership at the ENVision Appreciation Evening on 27 May 2014 together with SEC's Chairman, Ms Isabella Loh and CEO, Mr Jose Raymond. **3** Dr Vivian Balakrishnan receiving the ENVision statement from Ms Isabella Loh at the ENVision Appreciation Evening

**1** Like-minded Earth Helpers gather every 2nd Sunday of the month to learn and share proper recycling habits. In 2014 alone, approximately 9,000 kilograms of recyclables were donated by residents in Sembawang! **2** In an effort to raise awareness of our local biodiversity and green spaces, 20 facilitators were trained to lead residents on green educational trails every 3rd Sunday of the month at Lorong Halus Wetlands. **3** Earth Helpers acquiring knowledge on the ground as they visited the SenokoWaste-to-Energy Plant, discovering Singapore's solid waste management.

## ENVISION

ENVision started off as an exercise to engage participants from NGOs, schools, youths, private and public sectors, and the community to provide their feedback and vision for the future of Singapore's environment. Input from stakeholder consultations held from February to April 2014 were put together into a Visioning Statement, which was then presented to the Ministry of Environment and Water Resources on 27 May 2014 for incorporation into the Sustainable Singapore Blueprint 2015.

Since then, SEC has been spreading awareness about Singapore's environmental challenges by leveraging several platforms (social media, print and online) using the key values of Care, Ownership and Responsibility

identified during the dialogue sessions to guide its approach.

A series of videos and ads were launched across multiple media channels in October and November 2014, and SEC hopes to develop a deeper sense of ownership for the environment among Singaporeans through the propagation efforts for ENVision planned for 2015.

## EARTH HELPERS

The Earth Helpers programme was launched in 2011 to promote environmental volunteerism amongst the general public and corporations. In 2014, a total of 103 Earth Helpers rendered help in 87 activities, amounting to 941 hours of volunteer service to the environment. Through Earth Helpers, the SEC was able to work with other organisations such as North East CDC on the Lorong Halus Green Trails and the National Environmental Agency on the Litter Enforcement Programme.

From cameo roles in ENVision videos to helping out in SEC's upcycling workshops and speaking at talks,

many of the SEC programmes were supported by Earth Helpers. The monthly recycling drive at Sembawang collected about 9,000 kilograms of recyclables in 2014, while about 1,600 coral colonies were relocated away from developments for preservation in a project with the Maritime and Port Authority of Singapore.

Earth Helpers don't just volunteer their time. The work they do has an impact on our environment and in return, they fulfil their passion of contributing towards ensuring Singapore's environmental sustainability.







1 UK Shyam, one of our Green Champions, leading an ABC Waters Learning Trail for our Girl Guides at the Marina Barrage 2 SEC's Green Champion Bowlers (left to right) Muhammad Jaris Goh, Geraldine Ng and Keith Saw celebrating the successful delivery of the Visioning Statement at the ENVision Appreciation Evening on 27 May 2014.

1 Beam Artistes (Jaymee Ong, Paul Foster and Utt Panichkul) pose with SEC staff after launching the Green Stars programme. 2 Dr Teo Ho Pin, Mayor of North West CDC (second from right) taking a we-fie with Beam Artistes, Utt Panichkul, Jaymee Ong and Paul Foster during the launch of Green Stars

## GREEN CHAMPIONS

Top local athletes like swimmer Joseph Schooling, paddler Isabelle Li and former star striker for the Lions Aleksandar Duric are now among the 20 former and current athletes enlisted to promote environmental awareness and sustainable development to athletes, officials and sports administration offices in Singapore under the Green Champions initiative launched by the SEC and the Singapore National Olympic Council (SNOC) in 2013. The number of athletes in this programme has seen a 54% increase from 2013, with seven more athletes becoming Green Champions ambassadors in 2014.

In support of the Olympic Day Run hosted by McDonald's and the SNOC, SEC set up a booth at

West Coast Park on 12 July 2014 and distributed Green Champions posters and athlete kits.

And just before the 17th Incheon Asian Games 2014 in September, SEC gave a talk to our national athletes who were representing Singapore at the games. More than 360 athletes' kits were also distributed at the briefing on 1 September 2014. So our national athletes are not only flying the flag but also championing the environmental cause every time they represent Singapore.

### The following are our Green Champions:

- |                                |                                |                                      |                                     |
|--------------------------------|--------------------------------|--------------------------------------|-------------------------------------|
| Mr Aleksandar Duric (Football) | Mr Ho Han Boon (Judo)          | Mr Keith Saw (Bowling)               | Mr Muhd Jaris Goh (Bowling)         |
| Mr Amirudin Jamal (Athletics)  | Ms Isabelle Li (Table Tennis)  | Mr Mark Chay (Swimming)              | Ms Rachel Yang (Pole Vault)         |
| Mr C. Kunalan (Athletics)      | Mr James Wong (Athletics)      | Mr Muhd Iqbal bin Abd Rahman (Silat) | Ms Saiyidah Aisyah (Rowing)         |
| Mr Delvin Goh (Basketball)     | Ms Joan Huang (Sailing)        | Mr Muhd Nur Alfian Juma'en (Silat)   | Mr Salihin Sinai (Special Olympics) |
| Ms Geraldine Ng (Bowling)      | Mr Joseph Schooling (Swimming) | Mr Muhd Shakir (Silat)               | Mr U.K. Shyam (Athletics)           |

## GREEN STARS

An initiative by the SEC, Green Stars aims to leverage on the popularity and star power of celebrities managed by Beam Artistes to drive home the message of caring about urban sustainability in the environment we live in to the general public.

The programme was launched on 24 November 2014 with the signing of the Memorandum of Understanding (MOU) between the programme's partners - SEC, Beam Artistes and North West Community Development Council (NWCDC). Dr Teo Ho Pin, Mayor of North West CDC, was the Guest-of-Honour and he was also on hand to witness the MOU signing.

Even before the launch, former MTV VJ Utt Panichkul, already lent his popularity to one of SEC's ENVision videos on food waste.

In all, 12 artistes from the talent agency were appointed as Green Stars ambassadors. Besides Utt, other ambassadors include Paul Foster, Jaymee Ong, Shane Pow, Keagan Kang, Yvette King, Sonya Davison, Choy Wan, May Wan, Devarajan V. and Florence Lim.





## CORPORATE GOVERNANCE

*The SEC's Board comprises 13 Directors with corporate and public sector experience and is chaired by Ms Isabella Loh. Board Directors are appointed and hold office for a term commencing from the date of her appointment and expiring at the conclusion of the second Annual General Meeting after his appointment, guided by the principles of SEC's governing instrument. An Advisory Committee made up of three advisors provides advice to the Board. Day-to-day management of SEC is tasked to the secretariat headed by the Executive Director.*

### RESPONSIBILITY OF THE BOARD

The Board ensures that the charity is run responsibly, according to its governing instrument. SEC's strategic growth plan, vision and mission statements are reviewed from time to time so that the charity stays relevant in an ever-changing environment. The Board ensures that SEC is meeting its goals and objectives as an environmental charity. It ensures that effective and efficient systems are in place for managing SEC's financial and human resources. Another important role is to maintain adequate reporting to all SEC stakeholders regarding our strategic plan and status of our programmes.

### INTERNAL CONTROLS

#### FUNDRAISING PRACTICES

All fundraising practices are transparent and ethical, with proper accounting to donors on how funds are utilised.

#### DISCLOSURE & TRANSPARENCY

SEC seeks financial management advice from the Board and complies with all applicable laws and regulations. Annual external audits are conducted to ensure that its resources are used responsibly and are accountable. Updated information about its mission, structure, programmes, activities and finances are publicly displayed on SEC's website.

#### BUDGET PLANNING & MONITORING

The Board approves an annual budget for SEC's programmes. There is close monitoring of the expenditure for each programme. A mid-year review of budget is conducted to compare and adjust the financial projections.

#### PROGRAMME MANAGEMENT

All programmes and activities conducted by SEC are carefully planned, tracked and reviewed to ensure that they are relevant to the mission and vision of SEC. Each programme is evaluated for its effectiveness and the progress is reported to both the Board and programme donor.

### THE SEC BOARD

SEC Board provides independent objective guidance to the SEC and acts in the best interests of the SEC. The Board periodically reviews and approves the objectives of SEC to ensure that the programmes and operations are managed and directed towards achieving SEC's objectives. It acts as advocates and enthusiastic communicators of SEC's mission and vision, and to play an integral role in SEC's fundraising activities. It supports and guides SEC's programs and fundraising plans and hence assists the Council in achieving its long term strategic plans.

*3 Board meetings were held in 2014.*

### ADVISORY COMMITTEE

**CHAIRMAN** Mr George Huang **MEMBERS** Mr Dalson Chung and Mr Michael Toh

The Advisory Committee acts in an advisory capacity to the SEC Board to provide advice to the Board on the Council's activities and roles, including strategic direction, environmental trends and issues in the community and development of new policies or activities.

*The Advisory Committee convenes as and when necessary.*

### AUDIT COMMITTEE

**CHAIRMAN** Mr Philip Su **MEMBER** Ms Lee Sze Yeng

The Audit Committee reviews the financial information provided by SEC to the Board, in particular, the critical accounting policies and practices, the effectiveness of the internal controls over financial reporting and budgeting to identify, assess, manage and disclose financial risks. It also makes recommendations to the Board on the selection and appointment of the external auditor(s), reviews the external auditor's audit independence, and evaluates the audit findings.

*4 Audit Committee meetings were held in 2014.*

### COMPLIANCE COMMITTEE

**CHAIRMAN** Prof Leo Tan **MEMBERS** Mr Philip Su, Ms Lee Sze Yeng and Mr Michael Toh

The Compliance Committee monitors the level of compliance by the SEC, with reference to its governing instrument and all relevant laws and regulations. It assists the Board in identifying and reviewing compliance matters which it considers require action or improvement and makes recommendations to be taken.

*The Compliance Committee convenes as and when necessary.*

### GREEN LABEL STEERING COMMITTEE

**CHAIRMAN** Mr Philip Su **MEMBERS** Mr Neil Glenn and Mr Zechariah Chan

The Green Label Steering Committee provides advice on creating and maintaining the Green Label certification process. The Committee assists to guide new category developments and monitor the impartiality of the certification process. It helps to guide the development of service delivery mechanisms related to lab testing, applications and assessment, initiates and guides programme evaluations, and recommends mechanisms for recertification.

*The Green Label Steering Committee convenes as and when necessary.*

### NOMINATION COMMITTEE

**CHAIRMAN** Ms Isabella Loh **MEMBERS** Dr Teo Ho Pin and Mr John Bruce Rae-Smith

The Nomination Committee identifies, facilitates and recommends potential candidates to the Board to serve as Board Directors. It ensures that the Board consists of independent members from varied industry sectors, with the capacity to contribute their expertise, knowledge and skills. Potential candidates are identified and contacted for their interest and availability for serving on the Board. The Committee will then make recommendations for these candidates to be elected as Directors of the Board. Re-nomination will be subject to individuals' contribution and performance.

*1 Nomination Committee meeting was held in 2014.*

**REMUNERATION COMMITTEE**

**CHAIRMAN** Ms Isabella Loh **MEMBERS** Dr Teo Ho Pin and Mr John Bruce Rae-Smith

The Remuneration Committee assists the Board in establishing equitable remuneration and human resource policies and practices. It enables SEC to attract, retain and develop talent by ensuring its employees are fairly and responsibly rewarded according to performance and the external remuneration environment. The Committee also reviews and makes recommendations to the Board on the SEC's compliance with legislative requirements such as the Employment Act.

*1 Remuneration Committee meeting was held in 2014.*

**TENDER COMMITTEE**

**CHAIRMAN** Mr Philip Su **MEMBERS** Ms Isabella Loh and Ms Lee Sze Yeng

The Tender Committee advises SEC on procurement matters to ensure that the process is transparent and competitive. It reviews conflict of interest, if any, during the procurement process. The Committee decides on the approval of or waiving of the tender requirements for procurement of services or goods, according to the SEC's Financial Policies and Procedures. It also guides and periodically reviews the procurement strategies, guidelines and policies.

*The Tender Committee convenes as and when necessary.*

**STRATEGIC MARKETING & COMMUNICATIONS COMMITTEE**

**CHAIRMAN** Mr Robert Yap **MEMBER** Dr Ming Tan\*

The Strategic Marketing & Communications Committee provides advice on managing stakeholder relationships and marketing strategies to maximise the branding and revenue opportunities for SEC. The Committee provides a forum for an initial review of new SEC programmes and corresponding communications and outreach proposals being brought forward. It helps identify potential partnership/sponsorship opportunities for SEC's programmes through a combination of professional connection and networks. It also acts as a resource in formulating, promoting and delivering communications and outreach's strategies and makes recommendations to the Board.

*The Strategic Marketing & Communications Committee convenes as and when necessary.*

\*Dr Ming Tan stepped down from the board in August 2014.



## FINANCIAL STATEMENTS





**SINGAPORE ENVIRONMENT COUNCIL**

Limited By Guarantee(UEN 199507762R)

**DIRECTORS' REPORT**

For The Year Ended 31 December 2014

We are pleased to submit this annual report to the members of the Council together with the audited financial statements for the financial year ended 31 December 2014.

**DIRECTORS**

The directors in office at the date of this report are as follows:

**CHAIRMAN**

Ms Isabella Loh Wai Kiew

**VICE-CHAIRMAN**

Prof. Leo Tan Wee Hin  
Dr. Teo Ho Pin

**BOARD MEMBERS**

Su Poon Ghee Philip  
Dr. Leong Chee Chiew  
Tan Shu Ming Patricia  
John Bruce Rae-Smith  
Lee Sze Yeng  
Tan Wee Hock  
De Mello Linda Dorothy  
Ng Wun Jern  
Yap Min Choy  
Chan Jin Han (appointed on 1 August 2014)

**ARRANGEMENTS TO ENABLE DIRECTORS TO ACQUIRE SHARES OR DEBENTURES**

The Council is a company limited by guarantee and has no

share capital. None of the directors holding office at the end of the financial year had an interest in the share capital of the Council that is to be reported pursuant to Section 201(6)(g) of the Singapore Companies Act, Cap.50.

**DIRECTORS' INTERESTS IN SHARES OR DEBENTURES**

The Council is a company limited by guarantee whereby each member of the Council undertakes to meet the debts and liabilities of the Council, in the event of its liquidation, to an amount not exceeding \$1 per member. There were no shares or debentures in issue in the Council at the end of the financial year.

**DIRECTORS' CONTRACTUAL BENEFITS**

Except as disclosed in the financial statements, since the end of the last financial year, no director of the Council has received or become entitled to receive a benefit which is required to be disclosed under Section 201(8) of the Companies Act, Cap. 50, by reason of a contract made by the Council or a related corporation with the director or with a firm of which the director is a member or with a Company in which the director has a substantial financial interest.

**SHARE OPTIONS**

The Council is a company limited by guarantee. As such, there are no share options or unissued shares under option.

**AUDITORS**

The auditors, S. K. Cheong & Co., have indicated their willingness to accept re-appointment.

On behalf of the Board of Directors



ISABELLA LOH WAI KIEW  
Chairman



PHILIP SU POON GHEE  
Director

Singapore, 29 April 2015

**SINGAPORE ENVIRONMENT COUNCIL**

Limited By Guarantee(UEN 199507762R)

**STATEMENT BY DIRECTORS**

For The Year Ended 31 December 2014

In our opinion:

(a) the accompanying statement of financial position, statement of financial activities/comprehensive income, statement of changes in fund and cash flow statement together with the notes thereto are drawn up so as to give a true and fair view of the state of affairs of the Council as at 31 December 2014 and of the results, changes in funds and cash flows of the Council for the year ended on that date in accordance with the provisions of the Singapore Companies Act, Cap.50 and Singapore Financial Reporting Standards; and

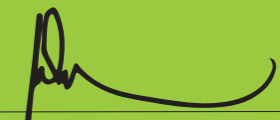
(b) at the date of this statement, there are reasonable grounds to believe that the Council will be able to pay its debts as and when they fall due.

The Board of Directors has, on the date of this statement, authorised these financial statements for issue.

On behalf of the Board of Directors



ISABELLA LOH WAI KIEW  
Chairman



PHILIP SU POON GHEE  
Director

Singapore, 29 April 2015

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS  
OF SINGAPORE ENVIRONMENT COUNCIL**

**REPORT ON THE FINANCIAL STATEMENTS**

We have audited the accompanying financial statements of Singapore Environment Council (the "Council"), which comprise the statement of financial position as at 31 December 2014, statement of financial activities/comprehensive income, statement of changes in fund and cash flow statement for the year then ended, and a summary of significant accounting policies and other explanatory information, as set out on pages 6 to 30.

**MANAGEMENT'S RESPONSIBILITY FOR THE FINANCIAL STATEMENTS**

Management is responsible for the preparation of financial statements that give a true and fair view in accordance with the provisions of the Singapore Companies Act, Chapter 50 (the "Act"), the Singapore Charities Act, Chapter 37 (the "Charities Act") and Singapore Financial Reporting Standards, and for devising and maintaining a system of internal accounting controls sufficient to provide a reasonable assurance that assets are safeguarded against loss from unauthorised use or disposition; and transactions are properly authorised and that they are recorded as necessary to permit the preparation of true and fair profit and loss accounts and balance sheets and to maintain accountability of assets.

**AUDITOR'S RESPONSIBILITY**

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with Singapore Standards on Auditing. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies

used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

**OPINION**

In our opinion, the financial statements are properly drawn up in accordance with the provisions of the Act, the Charities Act and Singapore Financial Reporting Standards so as to give a true and fair view of the state of affairs of the Council as at 31 December 2014 and the results, changes in fund and cash flows of the Council for the year ended on that date.


**REPORT ON OTHER LEGAL AND REGULATORY REQUIREMENTS**

In our opinion, the accounting and other records required by the Act to be kept by the Council have been properly kept in accordance with the provisions of the Act.

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

a. *The use of the donation moneys was not in accordance with the objectives of the Council as required under regulation 16 of the Charities (Institutions of a Public Character) Regulations; and*

b. *The Council has not complied with the requirements of regulation 15 (Fund-raising expenses) of the Charities (Institutions of a Public Character) Regulations.*

  
**S.K CHEONG & CO**  
Public Accountants and  
Chartered Accountants

Singapore, 29 April 2015

**SINGAPORE ENVIRONMENT COUNCIL**

Limited By Guarantee(UEN 199507762R)

**STATEMENT BY FINANCIAL POSITION**

For The Year Ended 31 December 2014

	Note	2014 \$	2013 \$
<b>Non Current Assets</b>			
Plant & Equipment	3	73,016	97,973
		<u>73,016</u>	<u>97,973</u>
<b>Current Assets</b>			
Trade and Other Receivables	4	377,898	279,414
Prepayments		11,655	16,984
Cash in Hand and at Banks		353,230	337,667
		<u>742,783</u>	<u>634,065</u>
<b>Total Assets</b>		<u>815,799</u>	<u>732,038</u>
<b>Current Liabilities</b>			
Trade and other payables	5	161,396	151,863
		<u>161,396</u>	<u>151,863</u>
<b>Net Current Assets</b>		<u>581,387</u>	<u>482,202</u>
<b>Total Net Assets</b>		<u>654,403</u>	<u>580,175</u>
<b>The Funds of The Charity</b>			
<u>Unrestricted Funds</u>			
Accumulated General Funds	6	654,403	580,175
		<u>654,403</u>	<u>580,175</u>

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



**SINGAPORE ENVIRONMENT COUNCIL**  
Limited By Guarantee(UEN 199507762R)

**STATEMENT OF FINANCIAL ACTIVITIES/COMPREHENSIVE INCOME**

For The Year Ended 31 December 2014

	Note	Unrestricted Funds	
		2014 \$	2013 \$
<b>Incoming Resources</b>			
<b>Incoming Resources from Generated Funds</b>			
<u>Voluntary income</u>			
Donations	7	86,021	137,147
Grant from National Environment Agency		40,520	56,612
Sponsorships	8	336,279	282,588
<u>Activities for generating funds</u>			
Programme receipts	9	2,525,925	2,028,061
<b>Charitable Income</b>			
Miscellaneous income		34,446	19,809
<b>Other Incoming Resources</b>			
Dibursement Charges		-	5
<b>Total Incoming Resources</b>		<u>3,023,191</u>	<u>2,524,222</u>
<b>Resources Expended</b>			
<b>Costs of generating funds</b>			
Programme expenses	10	1,230,708	1,018,769

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

**SINGAPORE ENVIRONMENT COUNCIL**  
Limited By Guarantee(UEN 199507762R)

**STATEMENT OF FINANCIAL ACTIVITIES/COMPREHENSIVE INCOME**

For The Year Ended 31 December 2014

	Note	Unrestricted Funds	
		2014 \$	2013 \$
<b>Expenses</b>			
Advertising		1,209	5,017
Audit fee		3,500	3,500
Audit certification		600	-
Awards and recognition		1,600	2,400
Bank charges		4,072	3,313
Chairman's car park fees		952	900
Commission charges		2	20
CPF contribution		161,858	170,452
Dental fees		1,078	1,500
Depreciation of plant and equipment	3	40,711	41,958
Employee medical fees		7,886	8,434
Entertainment		16,099	6,330
General expenses		1,935	1,565
Gifts and representation		1,734	3,112
Groceries and refreshment		4,092	2,247
Insurance		10,064	8,354
Legal and professional fees		41,766	38,180
Office supplies		701	515
Postage		178	230
Printing and stationery		22,212	13,062
Rent of office		114,586	114,586
Rental of office equipment		7,499	5,354
Rental of storage		7,777	2,593
Repair and maintenance		7,896	8,990
Salaries and bonus		1,161,441	1,199,232
Secretarial fees		9,863	-
Staff training cost		35,622	24,135
Staff welfare		2,022	2,569
Subscription		3,774	4,994
Telephone and facsimile		25,461	31,166
Transportation and travel		4,738	13,308
Utilities		9,384	9,456
Website expenses		5,943	36,350
		<u>1,718,255</u>	<u>1,763,822</u>
<b>Total resources expended</b>		<u>2,948,963</u>	<u>2,782,591</u>
		<u>74,228</u>	<u>-258,369</u>
<b>Net incoming/(outgoing) resources representing total comprehensive income for the year</b>			

**SINGAPORE ENVIRONMENT COUNCIL**  
Limited By Guarantee(UEN 199507762R)

**STATEMENT OF CHANGES IN FUND**

For The Year Ended 31 December 2014

	Accumulated General Fund \$	Total Fund \$
At 1 January 2013	838,544	838,544
<u>Loss Of The Year</u>	(258,369)	(258,369)
Other comprehensive income	-	-
<b>Total comprehensive income for the year</b>	(258,369)	(258,369)
At 31 December 2014	580,175	580,175
<u>Profit For the Year</u>	74,228	74,228
Other comprehensive income	-	-
<b>Total comprehensive income for the year</b>	74,228	74,228
At 31 December 2014	654,403	654,403

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

**SINGAPORE ENVIRONMENT COUNCIL**  
Limited By Guarantee(UEN 199507762R)

**STATEMENT OF CASH FLOWS**

For The Year Ended 31 December 2014

	Note	2014 \$	2013 \$
<b>Operating Activities</b>			
Net incoming/(outgoing) resources for the year		74,228	(258,369)
Adjustments for:			
Depreciation of plant and equipment	3	40,711	41,958
Operating cash flows before changes in working capital		114,939	(216,411)
Changes in Working Capital:			
Trade and other receivables		(98,484)	115,205
Prepayments		5,329	(9,219)
Trades and other payables		9,533	(58,816)
Cash Generated from Operations		31,317	(169,241)
<b>Net cash flows generated from/(used in) operating</b>		31,317	(169,241)
<b>Investing Activities</b>			
Purchase of plant and equipment	3	(15,754)	(9,508)
<b>Net cash flows used in investing activities</b>		(15,754)	(9,508)
<b>Cash flows from financing activities</b>		-	-
<b>Net increase/(decrease) in cash and cash equivalents</b>		15,563	(178,749)
<b>Cash in hand and at banks at 1 January</b>		337,667	516,416
<b>Cash in hand and at banks at 31 December</b>		353,230	337,667

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



**SINGAPORE ENVIRONMENT COUNCIL**  
Limited By Guarantee(UEN 199507762R)

**NOTES TO FINANCIAL STATEMENTS**

For The Year Ended 31 December 2014

*These notes form an integral part of and should be read in conjunction with the accompanying financial statements.*

**1. GENERAL INFORMATION**

Singapore Environment Council (the "Council") was incorporated in Singapore as a company limited by guarantee whereby each member of the Council undertakes to meet the debts and liabilities of the Council, in the event of its liquidation, to an amount not exceeding \$1 per member.

The Council was registered with ACRA on 2 November 1995. Its registered office is at 1 Kay Siang Road, #04-02 Singapore 248922.

The Council has been registered as a charity under the Charities Act, (Cap. 37) since 5 March 1996 and has Institution of Public Character status from 1 November 2012 to 31 October 2015. It is an independently managed, non-profit, non-government organisation and principally engaged in the nurturing, facilitating and coordinating of environment causes and groups in and outside Singapore, working hand-in-hand with both government and private sectors.

The Council's objective is the promotion of greater public awareness of and concern for the living and natural environment, and to encourage members of the public to be more environmentally conscious. There have been no significant changes in the principal activities of the Council.

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**(a) Basis of preparation**

The financial statements have been prepared in accordance with Singapore Financial Reporting Standards ("FRS").

The financial statements have been prepared on the historical cost basis except as disclosed in the accounting policies below.

The financial statements are presented in Singapore Dollars, which is the Council's functional currency.

The preparation of the financial statements in conformity with FRS requires management to make judgements, estimates and assumptions that affect the application of accounting policies and the reported amounts of assets, liabilities, income and

expenses. Actual results may differ from these estimates.

Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimates are revised and in any future periods affected.

Information about significant areas of estimation uncertainties and critical judgements in applying accounting policies that have the significant effects on the amounts recognised in the financial statements are disclosed in Note 18.

**INTERPRETATIONS AND AMENDMENTS TO PUBLISHED STANDARDS EFFECTIVE IN 2014**

On 1 January 2014, the Council has adopted all the new and revised standards and Interpretations of FRS ("INT FRS") that are mandatory for application for the financial year. The adoption of these standards and interpretations did not have any significant effect on the financial performance or position of the Council.

**(b) Financial instruments**

**NON-DERIVATIVE FINANCIAL ASSETS**

The Council initially recognises loans and receivables and deposits on the date that they are originated. All other financial assets are recognised initially on the trade date, which is the date that the Council becomes a party to the contractual provisions of the instrument.

The Council derecognises a financial asset when the contractual rights to the cash flows from the asset expire, or it transfers the rights to receive the contractual cash flows on the financial asset in a transaction in which substantially all the risks and rewards of ownership of the financial asset are transferred. Any interest in transferred financial assets that is created or retained by the Council is recognised as a separate asset or liability.

Financial assets and liabilities are offset and the net amount presented in the balance sheet when, and only when, the

Council has a legal right to offset the amounts and intends either to settle on a net basis or to realise the asset and settle the liability simultaneously.

The Council classifies non-derivative financial assets into the following categories: loans and receivables.

**Loans and receivables**

Loans and receivables are financial assets with fixed or determinable payments that are not quoted in an active market. Such assets are recognised initially at fair value plus any directly attributable transaction costs. Subsequent to initial recognition, loans and receivables are measured at amortised cost using the effective interest method, less any impairment losses. Loans and receivables comprise trade and other receivables and cash in hand and at banks.

**NON-DERIVATIVE FINANCIAL LIABILITIES**

Financial liabilities are recognised initially on the trade date, which is the date that the Council becomes a party to the contractual provisions of the instrument.

The Council derecognises a financial liability when its contractual obligations are discharged, cancelled or expire.

Financial assets and liabilities are offset and the net amount presented in the balance sheet when, and only when, the Council has a legal right to offset the amounts and intends either to settle on a net basis or to realise the asset and settle the liability simultaneously.

The Council classifies non-derivative financial liabilities into the other financial liabilities category. Such financial liabilities are recognised initially at fair value plus any directly attributable transaction costs. Subsequent to initial recognition, these financial liabilities are measured at amortised cost using the effective interest method.

Other financial liabilities comprise trade and other payables.

**(c) Plant and equipment**

**RECOGNITION AND MEASUREMENT**

Items of property, plant and equipment are measured at cost less accumulated depreciation and accumulated impairment losses.

Cost includes expenditure that is directly attributable to the acquisition of the asset.

The gain or loss on disposal of an item of property, plant and equipment is determined by comparing the proceeds from

disposal with the carrying amount of property, plant and equipment, and is recognised in profit or loss.

**SUBSEQUENT COSTS**

The cost of replacing a component of an item of property, plant and equipment is recognised in the carrying amount of the item if it is probable that the future economic benefits embodied within the component will flow to the Council, and its cost can be measured reliably. The carrying amount of the replaced component is derecognised. The costs of the day-to-day servicing of property, plant and equipment are recognised in profit or loss as incurred.

**DEPRECIATION**

Depreciation is based on the cost of an asset less its residual value. Significant components of individual assets are assessed and if a component has a useful life that is different from the remainder of that asset, that component is depreciated separately.

Depreciation is recognised as an expense in profit or loss on a straight-line basis over the estimated useful lives of each component of an item of property, plant and equipment, unless it is included in the carrying amount of another asset.

**DEPRECIATION**

Depreciation is recognised from the date that the property, plant and equipment are installed and are ready for use.

The estimated useful lives for the current and comparative years are as follows:

Office equipment	3 years
Furniture and fittings	3 years
Renovation	5 years

Depreciation methods, useful lives and residual values are reviewed at the end of each reporting period and adjusted if appropriate.

Fully depreciated property, plant and equipment are retained in the financial statements until they are no longer in use.

**(d) Impairment**

**NON-DERIVATIVE FINANCIAL ASSETS**

A financial asset not carried at fair value through profit or loss is assessed at the end of each reporting period to determine whether there is objective evidence that it is impaired. A financial asset is impaired if objective evidence indicates that a loss event has occurred after the initial recognition of the asset, and that the loss event has a negative effect on the estimated future cash flows of that asset that can be estimated reliably.

Objective evidence that financial assets are impaired can include default or delinquency by a debtor, restructuring of an amount due to the Council on terms that the Council would not consider otherwise, indications that a debtor will enter bankruptcy.

#### Loans and receivables

The Council considers evidence of impairment for loans and receivables at both a specific asset and collective level. All individually significant loans and receivables are assessed for specific impairment. All individually significant receivables found not to be specifically impaired are then collectively assessed for any impairment that has been incurred but not yet identified. Loans and receivables that are not individually significant are collectively assessed for impairment by grouping together loans and receivables with similar risk characteristics.

In assessing collective impairment, the Council uses historical trends of the probability of default, the timing of recoveries and the amount of loss incurred, adjusted for management's judgement as to whether current economic and credit conditions are such that the actual losses are likely to be greater or less than suggested by historical trends.

An impairment loss in respect of a financial asset measured at amortised cost is calculated as the difference between its carrying amount and the present value of the estimated future cash flows, discounted at the asset's original effective interest rate. Losses are recognised in profit or loss and reflected in an allowance account against loans and receivables. Interest on the impaired asset continues to be recognised. When a subsequent event (e.g. repayment by a debtor) causes the amount of impairment loss to decrease, the decrease in impairment loss is reversed through profit or loss.

#### ON-FINANCIAL ASSETS

The carrying amounts of the Council's non-financial assets are reviewed at each reporting date to determine whether there is any indication of impairment. If any such indication exists, then the asset's recoverable amount is estimated. An impairment loss is recognised if the carrying amount of an asset or its related cash-generating unit ("CGU") exceeds its estimated recoverable amount.

The recoverable amount of an asset or CGU is the greater of its value in use and its fair value less costs to sell. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset or CGU. For the purpose of impairment testing, assets that cannot be tested individually are grouped together into the smallest group of assets that generates cash inflows from continuing use that are largely

independent of the cash inflows of other assets or CGUs.

Impairment losses are recognised in profit or loss.

Impairment losses recognised in prior periods are assessed at each reporting date for any indications that the loss has decreased or no longer exists. An impairment loss is reversed if there has been a change in the estimates used to determine the recoverable amount. An impairment loss is reversed only to the extent that the asset's carrying amount does not exceed the carrying amount that would have been determined, net of depreciation or amortisation, if no impairment loss had been recognised.

#### (e) Employee benefits

##### DEFINED CONTRIBUTION PLANS

A defined contribution plan is a post-employment benefit plan under which an entity pays fixed contributions into a separate entity and will have no legal or constructive obligation to pay further amounts. Obligations for contributions to defined contribution pension plans are recognised as an employee benefit expense in profit or loss in the periods during which related services are rendered by employees.

##### SHORT-TERM EMPLOYEE BENEFITS

Short-term employee benefit obligations are measured on an undiscounted basis and are expensed as the related service is provided. A liability is recognised for the amount expected to be paid under short-term cash bonus or profit-sharing plans if the Council has a present legal or constructive obligation to pay this amount as a result of past service provided by the employee, and the obligation can be estimated reliably.

#### (f) Provisions

A provision is recognised if, as a result of a past event, the Council has a present legal or constructive obligation that can be estimated reliably, and it is probable that an outflow of economic benefits will be required to settle the obligation. Provisions are determined by discounting the expected future cash flows at a pre-tax rate that reflects current market assessments of the time value of money and the risks specific to the liability. The unwinding of the discount is recognised as finance cost.

#### (g) Incoming resources from generated funds

All incoming resources are included in the statement of financial activities/comprehensive income to the extent that it is probable that the economic benefits will flow to the Council and the amount can be reliably measured. No amounts are included for services donated by volunteers. Incoming resources from generated funds comprise:

#### Voluntary income

##### (i) Donations/Sponsorships

Donations/Sponsorships are taken up and accrued as and when they are committed. Those uncommitted donations/sponsorships are recognised on receipt basis.

##### (ii) Grants

Such grants are provided by National Environment Agency for funding of approved projects that promote environmental awareness. These grants are recognised where there is reasonable assurance that the grant will be received and all attaching conditions will be complied with.

When the grant relates to an expense item, it is recognised in the profit or loss over the period necessary to match them on a systematic basis to the costs that it is intended to compensate. Grants related to income are presented as a credit in the profit or loss.

##### (iii) Donations in kind

Donations in kind are recognised based on an estimate of the fair value at the date of the receipt of the donation of the non-monetary asset or the grant of a right to a monetary asset. The donation is recognised if the amount of the gift can be measured reliably and there is no uncertainty that it will be received.

#### ACTIVITIES FOR GENERATING FUNDS

Proceeds from such activities are recognised in the period in which the event takes place. Any sales of merchandise are accounted for when the transaction occurs.

#### INVESTMENT INCOME

Investment income comprises interest income on funds invested. Interest income is recognised on a time proportion basis, using the effective interest method.

#### (h) Resources expended

Resources expended comprise the followings:

##### Cost of generating funds

Cost of generating funds includes the costs of activities carried out to generate incoming resources, which will be used to undertake charitable activities.

##### Charitable activities expenses

Charitable activities include both direct and related support costs that are related to running of the Council, and generating funds and service delivery.

#### (i) Funds structure

##### i) Unrestricted funds

Unrestricted funds are funds that are expendable at the discretion of the Council for achieving their overall objectives.

##### (ii) Restricted funds

Restricted funds are funds that are set up for specific purposes which may be imposed by the donor or have specific restriction on the management's discretion regarding the utilisation of the funds.

The Council does not have any restricted funds.

#### (j) Lease payments

Payments made under operating leases are recognised in profit or loss on a straight-line basis over the term of the lease. Lease incentives received are recognised as an integral part of the total lease expense, over the term of the lease.

Minimum lease payments made under finance leases are apportioned between the finance expense and the reduction of the outstanding liability. The finance expense is allocated to each period during the lease term so as to produce a constant periodic rate of interest on the remaining balance of the liability.

Contingent lease payments are accounted for by revising the minimum lease payments over the remaining term of the lease when the lease adjustment is confirmed.

#### (k) Finance costs

Bank charges are recognised in profit or loss in the period in which they are incurred.

#### (l) Tax

Tax expense comprises current and deferred tax. Current tax and deferred tax is recognised in profit or loss except to the extent that it relates to items recognised directly in equity or in other comprehensive income.

Current tax is the expected tax payable or receivable on the taxable income or loss for the year, using tax rates enacted or substantively enacted at the reporting date, and any adjustment to tax payable in respect of previous years.

Deferred tax is recognised in respect of temporary differences between the carrying amounts of assets and liabilities for financial reporting purposes and the amounts used for taxation purposes.



The measurement of deferred taxes reflects the tax consequences that would follow the manner in which the Council expects, at the end of the reporting period, to recover or settle the carrying amount of its assets and liabilities. Deferred tax is measured at the tax rates that are expected to be applied to temporary differences when they reverse, based on the laws that have been enacted or substantively enacted by the reporting date.

Deferred tax assets and liabilities are offset if there is a legally enforceable right to offset current tax liabilities and assets, and they relate to taxes levied by the same tax authority on the same taxable entity.

A deferred tax asset is recognised for unused tax losses, tax credits and deductible temporary differences, to the extent that it is probable that future taxable profits will be available against which they can be utilised. Deferred tax assets are reviewed at each reporting date and are reduced to the extent that it is no longer probable that the related tax benefit will be realised.

*(m) New standards and interpretations not adopted*

A number of new standards, amendments to standards and interpretations are effective for annual periods beginning after 1 January 2014, and have not been applied in preparing these financial statements. None of these are expected to have a significant effect on the financial statements of the Council.

### 3. PLANT AND EQUIPMENT

Cost	Office and	Furniture	Renovation	Total
	Equipment	and Fittings		Fund
	\$	\$	\$	\$
At 1 January 2013	88,996	19,859	115,765	224,620
Additions	4,760	4,748	-	9,508
Disposal	-	-	-	-
At 31 December 2013	93,756	24,607	115,765	234,128
At 1 January 2014	93,756	24,607	115,765	234,128
Additions	15,754	-	-	15,754
Disposal	-	-	-	-
At 31 December 2014	109,510	24,607	115,765	249,882
<b>Accumulated Depreciation</b>				
At 1 January 2013	58,666	16,177	19,354	94,197
Additions	16,189	2,743	23,026	41,958
Disposal	-	-	-	-
At 31 December 2013	74,855	18,920	42,380	136,155
At 1 January 2014	74,855	18,920	42,380	136,155
Additions	14,960	3,076	22,675	40,711
Disposal	-	-	-	-
At 31 December 2014	89,815	21,996	65,055	176,866
<b>Carrying Amounts</b>				
At 1 January 2013	30,330	3,682	96,411	130,423
At 31 December 2013	18,901	5,687	73,385	97,973
At 31 December 2014	19,695	2,611	50,710	73,016

### 4. TRADE AND OTHER RECEIVABLES

	2014	2013
	\$	\$
Trade receivables:		
- third parties	305,463	185,244
Deposits	31,915	37,558
Program funding receivable	40,520	56,612
Total trade and other receivables	377,898	279,414
Add:		
Cash in hand and at banks	353,230	337,667
Total loans and receivables	731,128	617,081

Trade receivables are non-interest bearing and are generally on 30 days' terms. They are recognised at their original invoice amounts which represent their fair values on initial recognition.

#### IMPAIRMENT LOSSES

The Council establishes an allowance for impairment that represents its estimate of incurred losses in respect of trade receivables. This allowance represents specific loss that relates to individually significant exposures.

The ageing of trade receivables at the reporting date was:

	2014	2013
	\$	\$
Not past due	290,548	143,227
Past due 1 - 30 days	7,244	5,885
Past due 31 - 60 days	1,926	35,062
More than 60 days	5,745	1,070
	305,463	185,244

Based on the Council's monitoring of customer credit risk, the Council believes that, no impairment allowance is necessary in respect of trade receivables not past due or past due.

There has been no movement in the allowance account of the Council for the financial year ended 31 December 2013 and 31 December 2014.

## 5. TRADE AND OTHER PAYABLES

	2014	2013
	\$	\$
Trade payables:		
- third parties	63,093	14,173
Other payables	3,745	1,747
Accrued operating expenses	57,714	92,063
Income received in advance	-	12,500
Net GST payable	36,844	31,380
	<u>161,396</u>	<u>151,863</u>

Trade and other payables are non-interest bearing and are normally settled on 60 days terms while other payables have an average term of six months.

## 6. ACCUMULATED GENERAL FUND

The Council is prohibited by its Memorandum and Articles of Association from distributing any of its income and property by way of dividend, bonus or otherwise to members of the Council.

## 7. DONATIONS

	2014	2013
	\$	\$
Tax exempt donations	80,689	66,193
Non-tax exempt donations	5,332	70,954
	<u>86,021</u>	<u>137,147</u>

## 8. SPONSORSHIPS

Funds are credited to income from sponsors for the following programmes:

	2014	2013
	\$	\$
Asian Environment Journal Awards	82,500	47,500
Eco - Office	50,000	20,000
Eco - Shop	-	20,000
Shell Eco-Marathon	-	60,000
School Green Awards	90,000	-
Singapore Environment Council Calendar	27,179	45,088
Singapore Environmental Achievement Award	85,000	90,000
YMCA - Youth for Causes	1,600	-
	<u>336,279</u>	<u>282,588</u>

## 9. PROGRAMME RECEIPTS

	2014	2013
	\$	\$
Active Beautiful Clean Waters Learning Trails	312,592	363,725
Ad-hoc project	-	390
Eco - Food Court	2,000	6,000
Eco - Office	83,610	108,200
Eco - Shop	7,200	10,800
Green Homes	27,600	19,500
Talk/ Workshop	50	1,164
School Green Awards	120	-
Singapore Green Label Scheme	1,663,326	1,507,782
Singapore Environmental Achievement Award	12,500	10,500
"Singapore Environment Council Training & Development"	8,540	-
Envision	406,835	-
YMCA - Youth for Causes	1,552	-
	<u>2,525,925</u>	<u>2,028,061</u>

## 10. PROGRAMME EXPENSES

	2014	2013
	\$	\$
Ad-hoc projects	3,174	23,691
Active Beautiful Clean Waters Learning Trails	144,905	238,312
Asian Environment Journal Awards	72,073	69,384
Bring Your Own Bag Day	76	24,801
Community Recycling	-	7,629
Earth Helper	5,474	1,544
Eco - Food Court	7,135	3,144
Eco - Office Project	91,745	115,205
Eco - Shop	16,075	20,302
Green Champions	13,056	34,046
Green Homes	2,312	30,331
Green Star	9,347	-
Envision	388,000	-
Singapore Green One	-	1,782
Singapore Environment Council Calendar	6,763	5,870
Singapore Environment Council Training & Development	3,110	-
Singapore Green Award (SGA)	114,861	83,902
Shell Eco-Marathon	-	41,340
Singapore Green Summit (SEAA)	145,669	143,069
Singapore Green Label Scheme	205,274	176,475
Talk/workshops	1,180	-
Others*	479	845
	<u>1,230,708</u>	<u>1,021,672</u>
Write (back)/off of Programme expenses	-	(2,903)
	<u>1,230,708</u>	<u>1,021,672</u>

\*For amount less than \$1,000, they are grouped under "Others"



**11. INCOME TAX**

The Council is an approved charity under the Charities Act, Cap 37 and an institution of public character under the Income Tax Act, Cap. 134.

With effect from Year of Assessment 2008, all registered charities will enjoy automatic income tax exemption without having the need to meet the 80% spending rule. Thus the Council is exempt from Income Tax.

**12. COMMITMENTS**

Non-cancellable operating lease rentals are payable as follows:

	2014 \$	2013 \$
Within 12 months	29,148	119,940
After 12 months but within 5 years	-	26,667
	<u>29,148</u>	<u>146,607</u>

The Council leases a number of office premises and office equipment under operating leases. The lease of both office premises and office equipment will expire in 2015. The lease agreements have no clause for revision of rental charge.

**13. RELATED PARTY TRANSACTIONS**

In addition to the related party information disclosed elsewhere in the financial statements, the following significant transactions between the Council and related parties took place at terms agreed between the parties during the financial year:

	2014 \$	2013 \$
<b>Revenue</b>		
Donations received from a related party	<u>45,275</u>	<u>48,750</u>
<b>Expenses</b>		
Expenses paid to a related party	<u>18,098</u>	<u>34,626</u>

Related parties comprise mainly companies which are controlled or significantly influenced by the Council's key management personnel and their close family members.

**COMPENSATION OF KEY MANAGEMENT PERSONNEL**

Key management personnel of the Council are those persons having the authority and responsibilities for planning, directing and controlling the activities of the Council. The Council comprises board of directors who are volunteers and they do not receive remuneration as well as key executives who are not board of directors that receive remuneration.

Key management personnel compensation is as follows:

	2014 \$	2013 \$
Salaries, bonus and other short-term benefits	377,805	357,306
Central provident funds contributions	50,872	49,189
	<u>428,677</u>	<u>406,495</u>

The details of remuneration and benefits of employees (including key management personnel) are as follows:

	2014	2013
Number of employees in bands:		
\$50,001 to \$100,000	3	4
\$100,001 to \$150,000	1	1
Total number of staff	<u>4</u>	<u>5</u>

**14. FINANCIAL RISK MANAGEMENT**

Singapore Environment Council (the "Council") was The Council is exposed to financial risks arising from its operations and the use of financial instruments. The key financial risks include credit risk and liquidity risk. The Board of Directors reviews and agrees policies and procedures for the management of these risks. Risk management policies and systems are reviewed regularly to reflect changes in market conditions and the Council's activities.

There has been no change to the Council's exposure to these financial risks or the manner in which it manages and measures the risks:

**(a) Credit risk**

Credit risk is the risk of loss that may arise on outstanding financial instruments should a counterparty default on its obligations. The Council's exposure to credit risk arises primarily from trade and other receivables. For other financial assets, the Council minimises credit risk by dealing exclusively with high credit rating counterparties.

The Council's objective is to seek continual revenue growth while minimising losses incurred due to increased credit risk exposure. The Council trades only with recognised and creditworthy third parties. It is the Council's policy that all customers who wish to trade on credit terms are subject to credit verification procedures. In addition, receivables balances are monitored on an ongoing basis with the result

that the Council's exposure to bad debts is not significant.

At the end of the reporting period, the Council has no significant concentration of credit risk. The maximum exposure to credit risk is represented by the carrying amount of each financial asset in the balance sheet.

(i) Financial assets that are neither past due nor impaired

Trade and other receivables that are neither past due nor impaired are with creditworthy debtors with good payment record with the Council. Cash and cash equivalents that are neither past due nor impaired are placed with or entered into with reputable financial institutions with high credit ratings and no history of default.

(ii) Financial assets that are either past due or impaired

Information regarding financial assets that are either past due or impaired is disclosed in Note 4 (Trade and other receivables)

**(b) Liquidity risk**

Liquidity risk is the risk that the Council will encounter difficulty in meeting the obligations associated with its financial liabilities that are settled by delivering cash or another financial asset. The Council's approach to managing liquidity is to ensure, as far as possible, that it will always have sufficient liquidity to meet its liabilities when due, under both normal and stressed

conditions, without incurring unacceptable losses or risking damage to the Council's reputation.

#### 15. FAIR VALUE OF FINANCIAL INSTRUMENTS

##### **FAIR VALUE OF FINANCIAL INSTRUMENTS BY CLASSES THAT ARE NOT CARRIED AT FAIR VALUE AND WHOSE CARRYING AMOUNTS ARE REASONABLE APPROXIMATION OF FAIR VALUE**

Cash and cash equivalents and other current financial assets and liabilities

The carrying amounts of these financial assets and liabilities are reasonable approximation of fair values either due to their short-term nature.

#### 16. CAPITAL MANAGEMENT

The Council defines "capital" to be the unrestricted general funds. The primary objective of the Council is to ensure that it maintains a healthy capital position through donations, sponsorship, programme receipts and government grants to sustain its operations and charitable activities.

There are no changes in the Council's approach to capital management during the year.

#### 17. CRITICAL ACCOUNTING ESTIMATES AND JUDGEMENTS

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The selection of critical accounting policies, the judgements and other uncertainties affecting application of those policies and the sensitivity of reported results to changes in condition and assumptions are factors to be considered when reviewing the financial statements. The principal accounting policies are set forth in Note 2. The Council believes the following critical accounting policies involve the most significant judgement and estimate used in the preparation of the financial statements.

##### (i) Useful lives of property, plant and equipment

Property, plant and equipment are depreciated on a straight-line basis over the estimated useful lives, after taking into account the estimated residual values. The Council reviews the estimated useful lives of the assets regularly in order to determine the amount of depreciation charge to be recorded during any reporting period. Changes in the expected level of use of the assets and the Council's historical experience with similar assets after taking into account anticipated technological changes could impact the economic useful lives and the residual values of the assets, therefore future depreciation charges could be revised. Any changes in the economic useful lives could impact the depreciation charges and consequently affect the Council's results.

##### (ii) Impairment of non-financial assets

The Council assesses whether there are any indicators of impairment for all non-financial assets at each reporting date are tested for impairment annually and at other times when such indicators exist. Other non-financial assets are tested for impairment when there are indicators that the carrying amounts may not be recoverable.

When value in use calculations are undertaken, management must estimate the expected future cash flows from the asset or cash-generating unit and choose a suitable discount rate in order to calculate the present value of those cash flows.

##### (iii) Impairment of loans and receivables

The Council assesses at the end of each reporting period whether there is any objective evidence that a financial asset is impaired. To determine whether there is objective evidence of impairment, the Council considers factors such as the probability of insolvency or significant financial difficulties of the debtor and default or significant delay in payments.

Where there is objective evidence of impairment, the amount and timing of future cash flows are estimated based on historical loss experience for assets with similar credit risk characteristics. The carrying amount of the Council's loans and receivables at the end of the reporting period is disclosed in Note 4 to the financial statements.

#### 18. AUTHORISATION OF FINANCIAL STATEMENTS

The financial statements were authorised for issue by the Board of Director on 29 April 2015.





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