



Singapore  
Environment  
Council



*years of*  
CARE, RESPONSIBILITY  
& OWNERSHIP



# LEADING

THE CHANGE  FOR

OUR  FUTURE

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ANNUAL REPORT 2015

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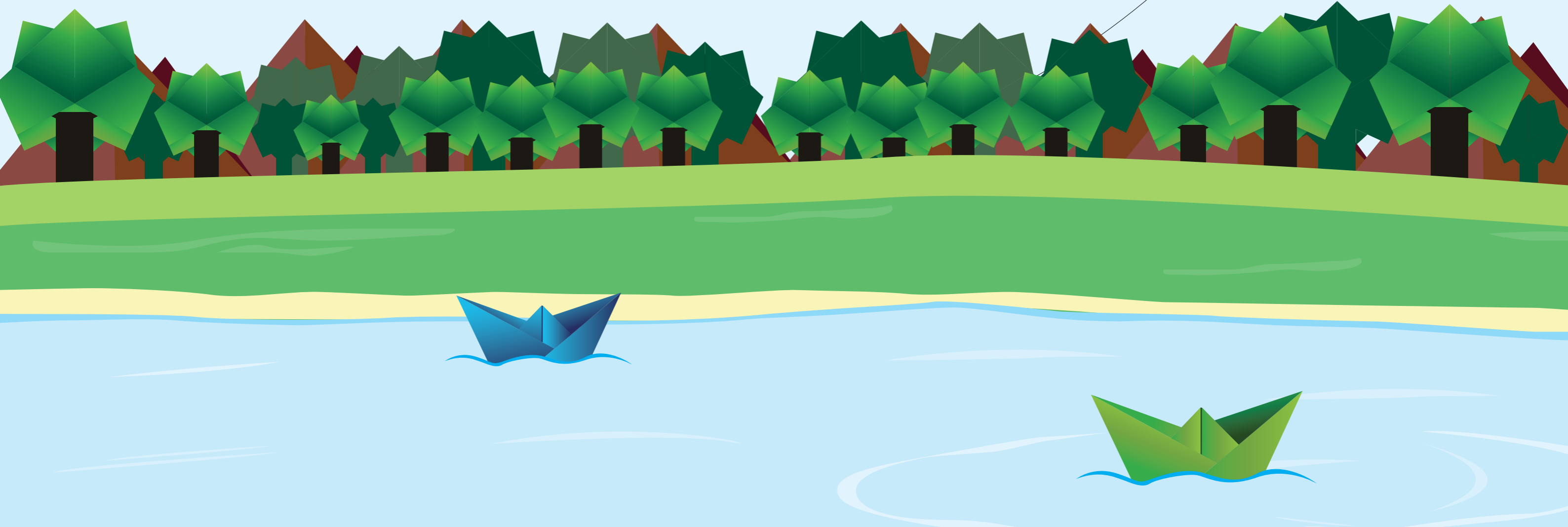
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# SEC CORE VALUES

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.

## 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.

## 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.

## Passion

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

# TRIBUTE TO THE LATE MR LEE KUAN YEW



Photograph by: Tara Sosrowardoyo, National Museum of Singapore Collection

“  
**NO OTHER HALLMARK OF SUCCESS  
WILL BE MORE DISTINCTIVE THAN  
THAT OF ACHIEVING OUR POSITION  
AS THE CLEANEST AND GREENEST  
CITY IN SOUTH ASIA.**”

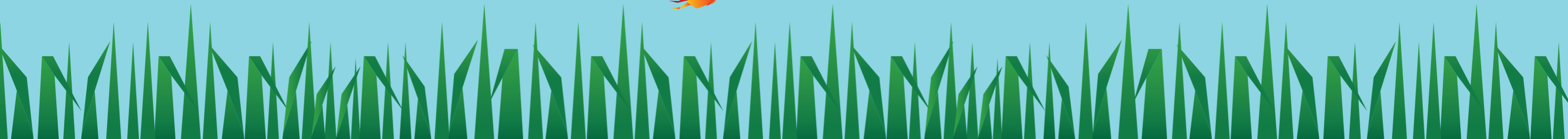
**PM LEE KUAN YEW  
KEEP SINGAPORE CLEAN CAMPAIGN  
1 OCTOBER 1968**

A country's economic advancement can come at the huge expense of our environment. The late Mr Lee Kuan Yew could foresee this back then, and recognised that the true success of a nation lies collectively with other factors such as the condition of the environment we live in, and societal values nurtured in its people.

We must honour Mr Lee's legacy by having the same degree of foresight, if not greater, in our land, our people and our environment. His leadership and conviction ceaselessly prompts the Singapore Environment Council to always seek a cleaner and more sustainable future for our children, following in the footsteps of the Father of Singapore.

“  
WE MUST  
BECOME  
THE CHANGE  
WE WANT TO  
SEE.”

MAHATMA GANDHI







# MESSAGE FROM SEC CHAIRMAN

Dear Donors, Partners, Volunteers and Friends,

2015 has been an eventful year filled with celebrations of the nation's golden jubilee year - SG50, alongside SEC's 20th anniversary. An orchid named Dendrobium Singapore Environment Council was gifted to us by the National Parks Board to commemorate this special year. We would like to thank our partners who have helped SEC lead this dedicated and fulfilling journey as we strive with passion to inculcate environmental awareness in a nation through fun-filled programmes and events.

Looking back to 1995, SEC was the first NGO to establish its mission to cultivate Singapore's green movement. With a small team, we developed impactful ideas that came to be the foundations of our programmes today. With our partners and the communities supporting us throughout this journey, we have reached national-level initiatives which aim to engage and inspire people to lead green lifestyles. Amongst them are the first Singapore Car Free Day in 2001, "Bring your own bag" campaign in 2007, the first Singapore GI race in 2011, and ENVision campaign in 2014.

Once again, we are eternally grateful for strong partnerships with communities, corporations and government agencies. We are in touch with the vital issues and challenges for now and the future, especially in shaping the Sustainable Singapore Blueprint 2015. We are also thankful to our new partners such as StarHub Limited, CITIC Telecom International (SEA) Pte Ltd, and Marina Bay Sands®.

The year 2015 saw through many good milestones achieved which included the Singapore Green Labelling Scheme (SGLS) awarding its 3,000th product certification to Ricoh Singapore Pte Ltd, signifying the trust vested in us to be a credible and high quality leading certification scheme in the region. We have now more than 600 companies which truly believe and trust in the Singapore Green Label programme.

Integrity is a core value which SEC upholds, and we would take all measures necessary to secure the confidence in the Singapore Green Label. In September, SEC took the lead with firm actions when errant companies were announced by Indonesia and Singapore Governments. The Green Labels were suspended for these products that had been sourced from unsustainable sources in Indonesia. We collaborated with the Consumers Association of Singapore and took decisive actions together with the supermarkets in Singapore, removing all tissue and paper related products.

Several stakeholders including Singapore Manufacturing Federation and Singapore Hotel Association declared that they are procuring wood, paper and pulp from sustainable sources. The haze episode also saw a surge in awareness on green consumerism through extensive coverage from both local and international media.

That same period, we took the lead as the first Southeast Asian NGO as an elected board member on the Global Ecolabelling Network. We also took up memberships with internationally recognised standard systems, the Roundtable on Sustainable Palm Oil (RSPO), and the

“  
**THE GREATEST THREAT TO OUR  
PLANET IS THE BELIEF THAT  
SOMEONE ELSE WILL SAVE IT.**”  
ROBERT SWAN

Forest Stewardship Council (FSC). These memberships meant that SEC may now take part, provide our input and vote in discussions around both palm oil as well as pulp and paper, placing the recognition of SGLS on the international platform.

Moving on, we are building on efforts to improve the Green Labelling scheme through an enhanced SGLS. We have announced the ongoing development of the new category for pulp and paper manufacturers and mill operators. This new category will focus on additional aspects for evaluation such as the company's fire mitigation and management practices, management of peat lands, commitment towards zero burning, and site surveillance.

The 2015 SEC-StarHub School Green Awards aimed at nurturing environmental interests and action through schools has once again achieved a new record of 376 schools participating which collectively saved a total of 7,380,000 kWh (kilowatt hour) of electricity, 372,000 m<sup>3</sup> (cubic metre) of water, and also collected 45,254.22 kg of electronic waste for recycling. We have extended this awards to include pre-schoolers with the new Daisy Sustained Award category.

SEC continues to enhance our efforts in experiential learning through the Training and Education arm. We are especially pleased that the number of workshops and biodiversity trails have doubled in size of participation. For 2016, we have rolled out new biodiversity trails with partners including North West Community Development Council and Sentosa Development Corporation.

An essential channel of advocacy also comes from the spirit of environmental volunteerism. We would like to thank all our Earth Helpers of more than 900 for amplifying our call and walking-the-talk with over 130 activities held last year, including the Green Homes Audit programme, monthly recycling drives, coral relocations, and the inaugural SEC Coca-Cola® Eco Autumn Festival. We even broke the Singapore Book of Records for the largest text formed by plastic bottle caps!

Last but not least, on behalf of the Board and SEC Secretariat, I sincerely thank all partners, volunteers, donors and friends once again for your continued support.

Humblest Regards and Respectfully,

Ms Isabella Loh  
Chairman

“

CLIMATE CHANGE HAS  
HAPPENED BECAUSE OF

**HUMAN  
BEHAVIOUR.**

IT'S ONLY NATURAL  
IT SHOULD BE US,

**HUMAN BEINGS,**

TO ADDRESS THIS ISSUE. ”

BAN KI-MOON  
SECRETARY-GENERAL  
UNITED NATIONS





# BOARD OF DIRECTORS 2015/2016

## CHAIRMAN

1. **MS ISABELLA LOH**  
Singapore Environment Council

## VICE CHAIRMAN

2. **DR TEO HO PIN**  
Mayor  
North West Community Development Council
3. **PROF LEO TAN WEE HIN**  
Director (Special Projects)  
National University of Singapore

## DIRECTORS

4. **MR TAN PUAY HIANG**  
Chairman/CEO  
Highvest Pte Ltd  
(joined wef 1 April 2016)
5. **MR LEE KHENG SENG**  
Director  
Communications & 3P Partnership Division  
Ministry of the Environment & Water Resources  
(Board Observer)

6. **MR LAM JOON KHOI**  
Secretary-General  
Singapore Manufacturing Federation  
(joined wef 1 April 2016)

7. **MR PHILIP SU POON GHEE**  
Executive Director  
Far East Organisation

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

9. **MR ZECHARIAH CHAN JIN HAN**  
Partner - Intellectual Property  
Lee & Lee

10. **MR DALSON CHUNG**  
Director  
Industry Development & Promotion Office /  
Sustainability Office  
National Environment Agency  
(joined wef 1 April 2016)

11. **MR SIMON BENNETT**  
General Manager  
Swire Pacific Offshore Operations Pte Ltd  
(Board Observer for Mr John Bruce Rae-Smith)

12. **MS RAHAYU BINTE MAHZAM**  
Associate Director  
Heng, Leong & Srinivasan LLC  
(joined wef 1 April 2016)

13. **MR TAN WEE HOCK**  
Divisional Director  
National Environment Agency  
(stepped down wef 1 April 2016)

14. **MS LINDA DOROTHY DE MELLO**  
Deputy Director  
3P Network Department  
Public Utilities Board  
(stepped down wef 1 April 2016)

15. **MR GEORGE HUANG**  
Chairman of Advisory Committee  
(stepped down wef 1 April 2016)

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

17. **MR TAN NGUAN SEN**  
Chief Sustainability Officer  
Sustainability Office  
Public Utilities Board  
(joined wef 1 April 2016)

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

19. **MS CHEN YEW NAH**  
Director  
Brahm Centre Ltd



# BOARD OF DIRECTORS 2015

## CHAIRMAN

MS ISABELLA LOH  
Singapore Environment Council

## VICE CHAIRMAN

DR TEO HO PIN  
Mayor  
North West Community  
Development Council

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

## ADVISORY COMMITTEE

As of 1 April 2016, the Executive Committee was formed, and the Advisory Committee was dissolved.

## DIRECTORS

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

MR PHILIP SU POON GHEE  
Executive Director  
Far East Organisation

MR TAN WEE HOCK  
Divisional Director  
National Environment Agency

## CHAIRMAN

MR GEORGE HUANG  
Emeritus President  
Singapore Manufacturing Federation

## MEMBERS

MR LEE KHENG SENG  
Director  
Communications & 3P  
Partnership Division  
Ministry of the Environment &  
Water Resources  
(Board Observer)

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

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

MS CHEN YEW NAH  
Director  
Brahm Centre Ltd

MS LINDA DOROTHY  
DE MELLO  
Deputy Director  
3P Network Department  
Public Utilities Board

## 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  
Immediate Past Chairman  
Singapore Institute of Directors

MR SIMON BENNETT  
General Manager  
(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

MR ZECHARIAH CHAN JIN HAN  
Partner - Intellectual Property  
Lee & Lee

## IN APPRECIATION

We would like to express our sincere appreciation to the members for their guidance and contributions to SEC.

MR ROBERT YAP  
(Board Member,  
resigned on 30 June 2015)

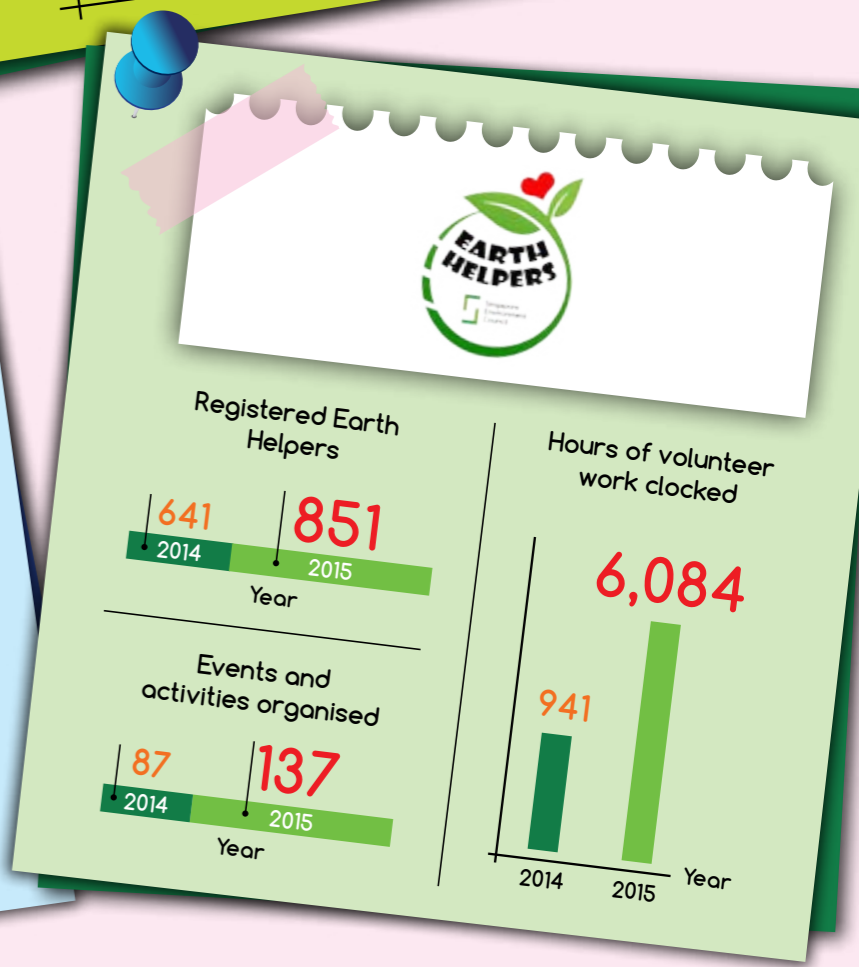
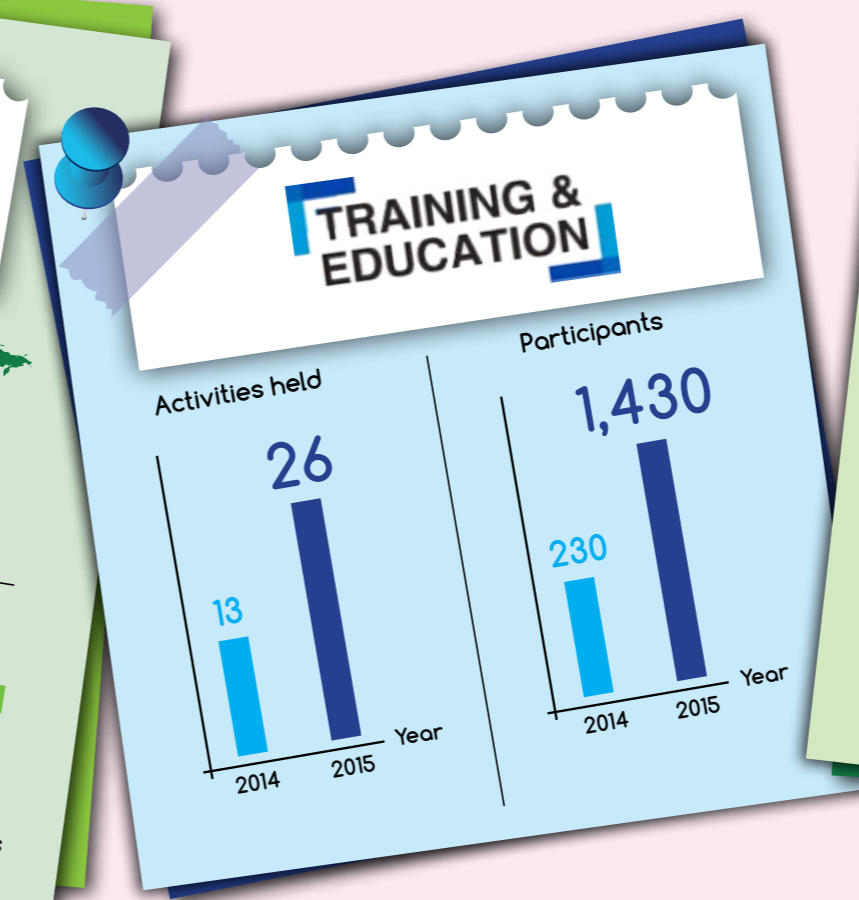
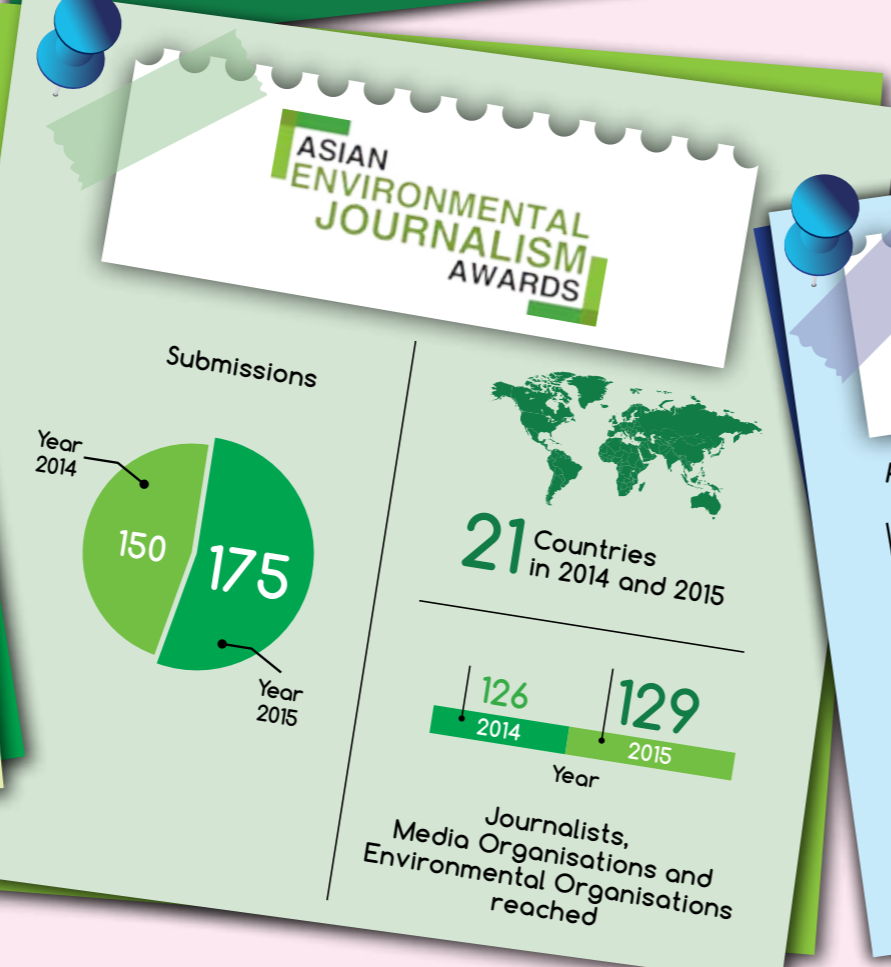
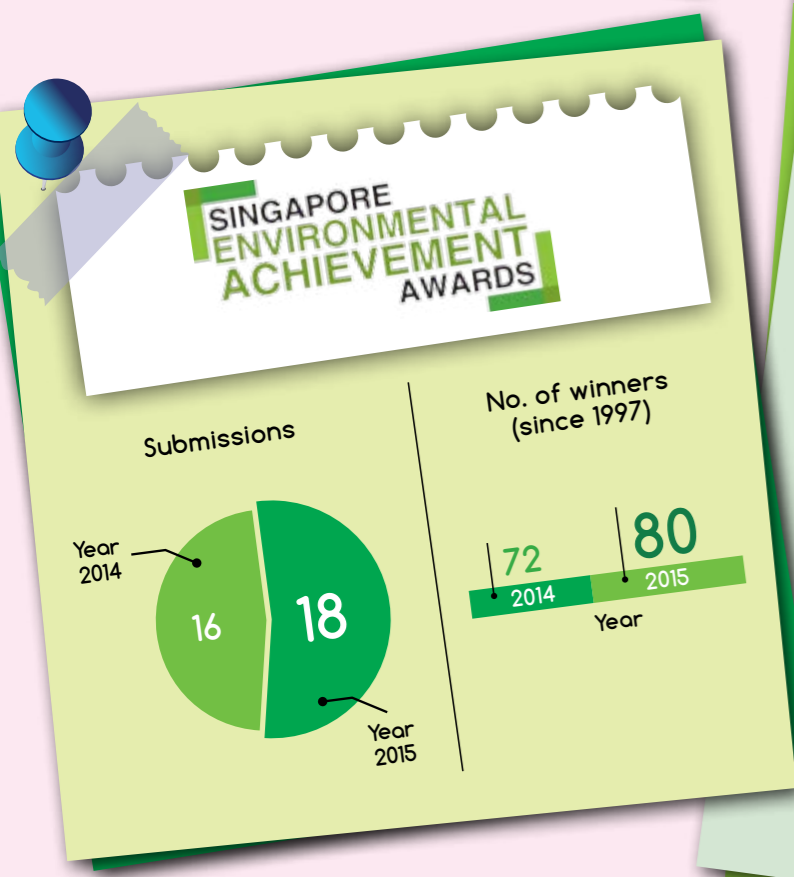
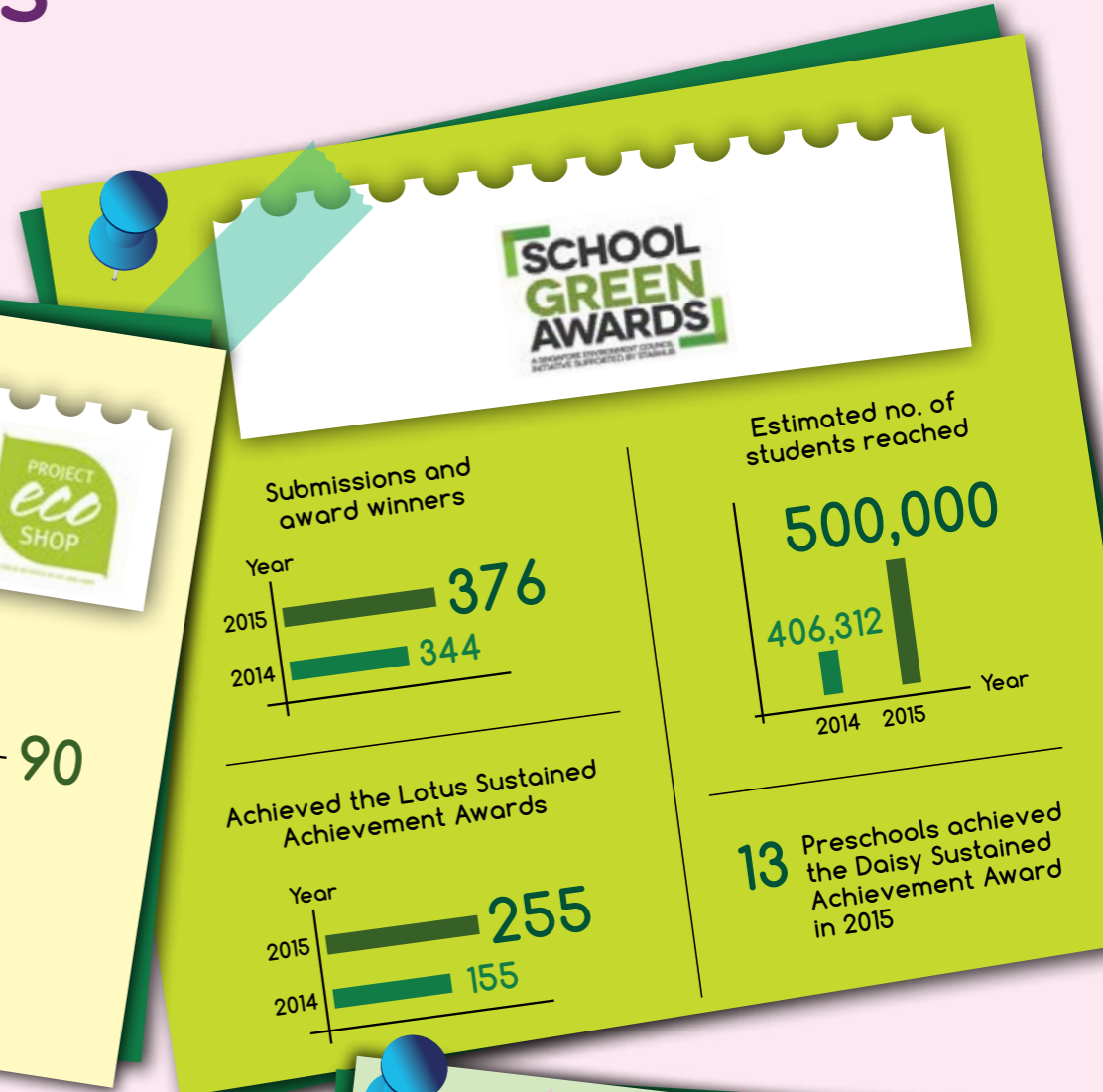
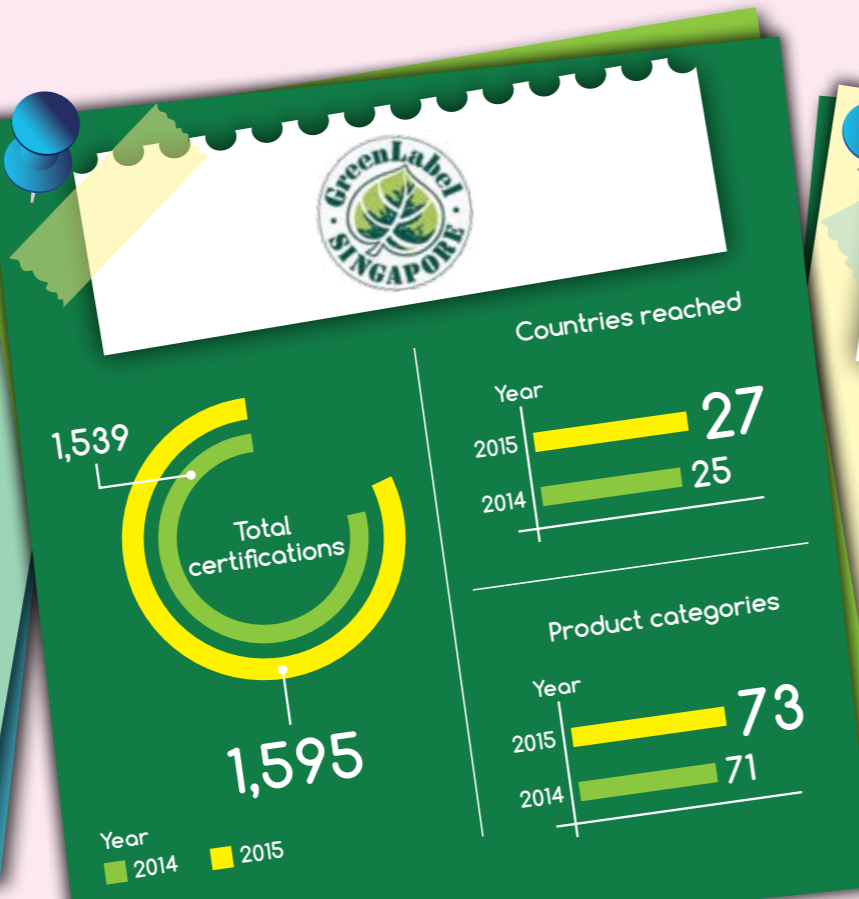
MR NEIL GLENN  
(Board Observer for  
Mr John Bruce Rae-Smith,  
resigned on 18 September 2015)

MS LEE SZE YENG  
(Board Member,  
resigned on 29 July 2015)

MR MICHAEL TOH  
(Advisory Committee Member,  
resigned on 31 March 2015)



# KEY ACCOMPLISHMENTS



## PROGRAMME HIGHLIGHTS

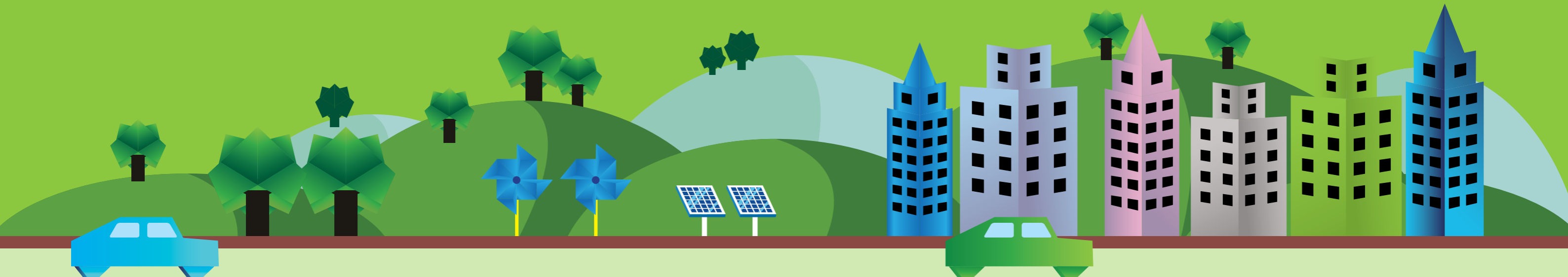
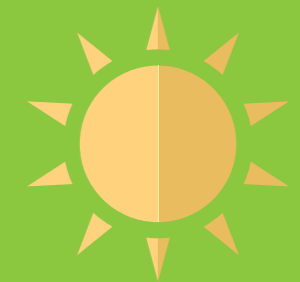
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ASIANS WILL BE EXPECTED  
TO PROVIDE

# GREATER LEADERSHIP

TO SOLVE GLOBAL CHALLENGES,  
INCLUDING ENVIRONMENTAL  
CHALLENGES.”

PROFESSOR KISHORE MAHBUBANI  
DEAN, LEE KUAN YEW SCHOOL OF  
PUBLIC POLICY  
NATIONAL UNIVERSITY OF SINGAPORE







The mark of a new milestone. Mr Choi Shing Kwok, Permanent Secretary, Ministry of the Environment and Water Resources (right), presenting the SGLS 3000th product certification to Mr Adrian Lim, Head of Managing Director's Office, Ricoh Singapore Pte Ltd (centre), with Ms Isabella Loh, SEC Chairman (left).

## SINGAPORE GREEN LABELLING SCHEME (SGLS)

### Changing Consumer Behaviour One Product At A Time

A strong connection exists between the things we buy and our environment. As Singapore's most established certification standard, the SGLS brings this to mind both locally and internationally, reaching 27 countries including most recently, Slovakia and Oman. With strong credibility and affirmation from its stakeholders, the year 2015 witnessed a new milestone with SGLS certifying its 3000th product and celebrating this occasion with a networking session among SGLS clients.

On the technical front, the engagement on the development and revision of product criteria was ongoing with consultants from Ernst & Young, for seven categories including office furniture, detergent and flooring products. We expect the expanded scope and update to reflect SGLS' robustness in the international scene.

The haze episode in the last quarter resulted in the temporary restriction of the Singapore Green Label to several companies. Retailers including large supermarket chains such as NTUC FairPrice and Sheng Siong, voluntarily took affected Asia Pulp & Paper products off their shelves, pending investigations. News coverage occurred nationwide and subsequently gained traction with the international media. As part of the movement in tackling haze, a new category to certify products containing palm oil was launched in February 2016. SEC's continued efforts in advocating green consumerism, led to the SEC team being nominated for The Straits Times Singaporean of the Year 2015.

The year also witnessed many new friends from abroad, as we penned a Mutual Recognition Agreement in October with the Japan Eco-Mark Program during the Global Ecolabelling Network Annual General Meeting in Hong Kong. The event also witnessed SEC Executive Director, Mr Edwin Seah, being elected as a member on the GEN Board of Directors.



A ripple effect. International media with stories following SEC's temporary restriction of the Singapore Green Label on affected products.



Championing for the environment. Guest-of-Honour, Prime Minister Lee Hsien Loong (centre), with Mr Edwin Seah, SEC Executive Director (left) and Mr Kavickumar Muruganathan, SEC Head of Eco-Certifications (right) at The Straits Times Singaporean of the Year 2015 Award Ceremony held at UBS Business University APAC on 2 February 2016.

## PROJECT: ECO-OFFICE Presentation Ceremony 2015



A step into the Philippines. Guest-of-Honour, Dr Mohamad Maliki Bin Osman, Minister of State, Ministry of National Development and Ministry of Defence (2nd from left), presenting the certification to Mr Michael Elwert, representative of Thome Ship Management (2nd from right), with Ms Esther An, Chief Sustainability Officer, City Developments Limited (far right), and Ms Isabella Loh, SEC Chairman (far left).

## ECO-ESTABLISHMENTS

### Changing Lifestyles Through Holistic Habits

For sustainability to be a way of life, it has to be instilled through multiple aspects of our daily activities. The Project: Eco-Office, Project: Eco-Shop and Project: Eco-F&B were established to encourage and provide greener options for people while they work, shop and dine.

2015 marked the first Project: Eco-office presence in the Philippines with the certification of Thome Ship

Management's Manila office. Locally, SMRT Corporation, Marina Bay Sands® (MBS), Shell Eastern Petroleum and the Economic Development Board received their eco-office status in 2015.

Launched in 2013, Project: Eco-Shop is a joint initiative between SEC and SMRT Corporation Ltd and brings together shop owners and the growing number of consumers leaning towards sustainable green shopping. 2015 saw a two-fold increase in the number of SMRT tenants being certified, along with world renowned brands such as the Anne Fontaine outlet and Gucci outlet located at MBS.

With food noted to be a popular pastime in Singapore, it is no surprise that 2015 saw much support and response from some of the top celebrity chef restaurants in MBS. Gordon Ramsay's Bread Street Kitchen, CUT by Wolfgang Puck, Sky on 57® by Justin Quek, Osteria Mozza and Pisteria Mozza by Mario Batali, Waku Ghin by Tetsuya Wakuda, db Bistro & Oyster Bar by Daniel Boulud, Adrift by David Myers, and RISE®, have all been certified for successfully adopting environmentally sustainable practices alongside their top-class cuisine.

Just like pieces of a jigsaw, everyone comes together under the Eco-Establishments for the realisation that going green need not be at the expense of our lifestyles.



Project: Eco-Shop certified! Gucci outlet at MBS.





A symbolic moment. Guest-of-Honour, Dr Vivian Balakrishnan, Minister for the Environment and Water Resources (centre), with Mr Tan Tong Hai, Chief Executive Officer, StarHub Limited (right), and Ms Isabella Loh, SEC Chairman (left), watering a plant to signify the launch of SGA 2015 at MINDS Fernvale Gardens School on 12 February.

## SEC-STARHUB SCHOOL GREEN AWARDS (SGA)

### Changing Mindsets From One Generation To Another

The future will be led by our youths, and what is being taught today must be lessons for the future. SGA has been constantly evolving since 2000, and has seen the changing landscape of schools as more seek to come on board – from Pre-schools to tertiary institutions, and even special needs schools.

SGA has begun its shift towards deepening engagement levels. Effective changes can be achieved when the mind recognises the necessity. By triggering thought-provoking ideas from discussions and hands-on projects, the underlying reasons are highlighted and stay imprinted in these young and impressionable thinkers.

Associate Professor Muhammad Faishal Ibrahim, Parliamentary Secretary, Ministry of Education and Ministry of Social and Family Development, celebrated on 5 November at ITE College West, the success of the strategic steps taken by SGA, which resulted in a record submission from 376 schools.

Through strong partnerships with its stakeholders from government agencies, businesses and the community, 2015 marked the reaffirmation of SGA's mission with StarHub Limited coming on board as the title sponsor. SGA is set to inspire an increasing number of change agents for a more Sustainable Singapore.



Try out our very own customised hand-made games. Students from CHIU Our Lady Queen of Peace showcasing their upcycled arcade game creation at the SGA presentation ceremony.



The more the merrier – Selfies are out, wefies are in! A "wefie" choreographed by Guest-of-Honour, Associate Professor Muhammad Faishal Ibrahim, Parliamentary Secretary, Ministry of Education and Ministry of Social and Family Development, together with Ms Isabella Loh, SEC Chairman and a whole lot of smiley faces.



A night of excellence. The 2015 SEAA winners with Guest-of-Honour, Dr Vivian Balakrishnan, Minister for the Environment and Water Resources (5th from right), Ms Isabella Loh, SEC Chairman (2nd from right), Mr George Huang, Chairman of the SEAA Steering Committee (4th from left).

## SINGAPORE ENVIRONMENTAL ACHIEVEMENT AWARDS (SEAA)

### Changing The Balance Of Businesses And Sustainability

Over the past 18 years, SEAA has served as a prestigious platform and has recognised 80 organisations for their exemplary environmental stewardship. SEAA now reaches out regionally to countries such as Sri Lanka, India and Pakistan, while locally, the maritime industry has balanced their blue waters with green sustainability. This is seen in the excellent performance of the Maritime and Port Authority of Singapore as they clinched the SEC-CDL Outstanding Environmental Achievement Award and the SEC-Lee Foundation Singapore Environmental Achievement Award (Public Sector). Another organisation



Bringing together environment and technology. Mr Nilesh Jadhav, Program Director at the Energy Research Institute @ NTU, gives a demonstration of NTU's self-designed POWERZ dashboard application which provides real-time tracking of resource consumption on campus.

in the industry is Orient Overseas Container Line, which received the SEC-CITIC Telecom Singapore Environmental Achievement Award (Regional).

The award ceremony was held in conjunction with SEC 20th anniversary gala dinner, where a special SEC 20th Anniversary Sustained Impact Achievement Award was given out to City Developments Limited, for their sustained environmental excellence.



Flowers make for a special occasion. Guest-of-Honour, Dr Vivian Balakrishnan, Minister for the Environment and Water Resources (centre), unveils the Dendrobium Singapore Environment Council, with Ms Isabella Loh, SEC Chairman (left), and Mr Edwin Seah, SEC Executive Director (right) on 26 August.





A celebration of achievements. Winners and merit winners of AEJA 2015.



Make merry with Rudolph the red nose planter. Staff at Accor Hotels had a great time upcycling Christmas-themed planters on 9 December.

## ASIAN ENVIRONMENTAL JOURNALISM AWARDS (AEJA)

### Changing Perspectives Through Impactful Stories And Pictures

The power of the media is never one to be underestimated. It connects people, it connects situations, and it connects to our very hearts. Established in 2012, AEJA honours the journalists' efforts in bringing awareness not just to the world, but to our innermost consciousness.

In 2015, Mr Peter Zsombor of Cambodia Daily, brought to light how loopholes and corruption undermine the deforestation efforts in Cambodia and won the SEC Coca-Cola Environmental Story of the Year. Mr Chaideer Mahyuddin of the Agence France-Presse (Indonesia), explained without uttering a single word, why forest rangers cleared illegal palm oil plantations and won the SEC Environmental Photograph of the Year.

Such entries are what the Judging Committee, led by Former Senior Minister of State for Foreign Affairs and Foreign Minister's Special Envoy to the Middle East - Mr Zainul Abidin Rasheed - look for when faced with submissions from 21 countries. Dr Amy Khor, Senior Minister of State, Ministry of the Environment and Water Resources, and Ministry of Health presented awards to these passionate and dedicated journalists on 20 October at Orchard Hotel.



Two passions, one responsibility. Guest-of-Honour Dr Amy Khor, Senior Minister of State, Ministry of the Environment and Water Resources and Ministry of Health (far right), and Ms Isabella Loh, SEC Chairman (2nd from right), having a friendly chat with AEJA 2015 winners.



A picture captivating the soul of a thousand words. Winning SEC Environment Photograph of the Year by Mr Chaideer Mahyuddin.

## TRAINING & EDUCATION (T&E)

### Changing Behaviours With Knowledge Empowerment

"Education is the most powerful weapon you can use to change the world", so said a wise man. T&E was set up in 2014 precisely to raise awareness and empower the people with the faculties of factuality and critical thinking.

T&E develops customised activities to cater to heightened interests from schools, government bodies such as People's Association, and companies like Cargill Asia Pacific Holdings Pte Ltd, City Developments Limited and Deloitte & Touche LLP. Enriching talks and engaging workshops delivered through multi-faceted platforms, direct people's attitudes towards one that embraces the environment.



It was just a shirt, now it is our trusty bag. Staff from Singapore Telecommunications Limited showing off their Eco-tote bag made from old t-shirts at the workshop held on 2 July.



Gather and learn! Environmental talk held on 24 August at Queenstown Secondary School to educate the youth on Environmental Conservation.

2015 signalled the expansion of T&E with the development of biodiversity trails, targeted to be rolled out in the first half of 2016. Guided trails are planned for parks and green spaces, including Admiralty Park and Coney Island, and collaborations are underway with partners to provide an interactive platform for people to synergise with their natural surroundings and be inspired to take action in conserving and protecting them.

We stand ready to equip people with the expertise and green mentalities to take on environmental challenges as they grow in complexity and scope in the future.





Who said anything about buying praps? Volunteers from Credit Suisse upcycle trash on 6 March in preparation of their CSR event, the Zero Waste Kayak Run.



Down we dive to protect the treasures of our sea Earth Helpers relocated corals from the Sultan Shores to St John's Island and Sisters' Islands on a monthly basis from 2014 to 2015.



The beauty of unity! Singapore's largest text made of bottle caps on 26 September at the City Square Mall.

## EARTH HELPERS

### Changing The Environmental Scene, One Hand At A Time

Environmental volunteerism is very much alive since the Earth Helpers programme was launched in 2011. Environmental issues continue to expand in scope and complexity as collaboration increase with various organisations across the 3P network. The variety of volunteering opportunities diversify with the Green Homes Audit programme with North West Community Development Council, and the relocation of corals with Maritime and Port Authority of Singapore. Many new initiatives with corporate partners including Credit Suisse and Volvo East Asia, see CSR taken to new heights.

The highlight of the year was the SEC Coca-Cola® Eco Autumn Festival, where an eco-lantern competition along with interactive exhibits and eco-skits engaged the public throughout the full-day event. 300 Earth Helpers and partners formed a 7.3 metre by 2.4 metre backdrop with 10,512 plastic bottle caps, earning a place in the Singapore Book of Records.

Volunteers are an essential part of the SEC family, and SEC presses on to develop their passion and to empower them to be advocates for the betterment of our environment.



Fly it up high and spread the message of sustainability. Staff from Volvo go on a guided trail at Marina Barrage, fly kites with eco-messages and upcycle to produce bags and pouches.



Let the fun begin! The Credit Suisse Zero Waste Kayak Run CSR event held on 21 March at Kallang River.



“

THIS IS THE MOMENT  
WHEN WE MUST COME

**TOGETHER**

TO SAVE  
THIS PLANET.”

BARACK OBAMA  
US PRESIDENT



# CORPORATE GOVERNANCE

The SEC's Board comprises of 11 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 appointment and expiring at the conclusion of the second Annual General Meeting after the 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 Mr Edwin Seah, Executive Director (Appointed wef 23 April 2015).

## 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.

### • 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.

### • Budget Planning and 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.

### • Disclosure and 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.

## 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 2015.**

## Advisory Committee

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.**

### Chairman

Mr George Huang

### Members

Mr Dalson Chung

Mr Michael Toh (resigned wef 31 March 2015)

Mr Lee Kheng Seng (joined wef 1 April 2015)

## Audit Committee

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.

**3 Audit Committee meetings were held in 2015.**

### Chairman

Mr Philip Su

### Members

Ms Lee Sze Yeng (resigned wef 29 July 2015)

Ms Chen Yew Nah (joined wef 3 Nov 2015)

## Compliance Committee

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.

**1 Compliance Committee meeting was held in 2015.**

### Chairman

Prof Leo Tan

### Members

Mr Philip Su

Ms Lee Sze Yeng (resigned wef 29 July 2015)

Ms Chen Yew Nah (joined wef 3 Nov 2015)

## Green Label Steering Committee

The Green Label Steering Committee provides professional 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.**

### Chairman

Mr Philip Su (stepped down wef 29 April 2015)

Mr Zechariah Chan (joined wef 29 April 2015)

### Member

Mr Neil Glenn (resigned wef 18 September 2015)



## Nomination Committee

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.

**2 Nomination Committee meetings were held in 2015.**

### Chairman

Ms Isabella Loh

### Members

Dr Teo Ho Pin

Mr John Bruce Rae-Smith

## Remuneration Committee

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.

**2 Remuneration Committee meetings were held in 2015.**

### Chairman

Ms Isabella Loh

### Members

Dr Teo Ho Pin

Mr John Bruce Rae-Smith

## Strategic Marketing & Communications Committee

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's 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.

**1 Strategic Marketing & Communications Committee meeting was held in 2015.**

### Chairman

Mr Robert Yap (resigned wef 30 June 15)

Ms Isabella Loh (interim Chairman wef 29 Apr 15)

Ms Chen Yew Nah (joined wef 2 Dec 2015)

### Members

Dr Leong Chee Chiew

Mr John Bruce Rae-Smith

## Tender Committee

The Tender Committee advises SEC on the 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.**

### Chairman

Mr Philip Su

### Members

Ms Isabella Loh

Ms Lee Sze Yeng (resigned wef 29 July 2015)

Ms Chen Yew Nah (joined wef 3 Nov 2015)

## Conflict of Interest Policy & Related Party Transactions

The conflict of interest policy and related party transactions shall apply to all staff, volunteers and the Executive Director and include but are not limited to the following situations:

- Personal interests in business transactions or contracts in which SEC may enter into
- Vested interest in organisations that have dealings/relationship with SEC or matters involving the interests of SEC and the other organisations are discussed
- Recruitment of individuals with close relationships

When a potential conflict of interest situation arises, the affected staff and volunteers shall immediately make a declaration of interest to the Executive Director and abstain from discussion and decision making on the matter. When a potential conflict of interest situation relates to the Executive Director, he shall declare his interest to the Chairman for escalation to the Board and if deemed necessary, he shall abstain from discussion and decision making on the matter.

The conflict of interest policy and reporting requirements for board members are dealt with in the Memorandum of Articles and Association.

## Reserve Policy

### Introduction

The Council is mindful that charities or Institutions of a Public Character (IPCs) should avoid raising excessive funds and keeping them as reserves for public accountability reasons. The Council aims to maintain a reasonable level of reserves to ensure that the operational activities could continue during a period of unforeseen difficulty.

### Reserve Policy

The Council aims to maintain a reserve ratio of at least 2 times the annual operating expenditure.

The Board shall review or re-assess the reserve ratio periodically or as and when the need arises.

In the review and determination of the reserve ratio, the Board will consider the following (but is not limited to):

- Past trends
- Forecast levels of income and expenditure of planned activities
- Analysis of future needs, opportunities and contingencies

### Definitions

Reserve refers to unrestricted funds that can be expended at the Council's discretion in furtherance of its objectives (commonly referred to as "Accumulated Funds" in the balance sheet).

Annual operating expenditure refers to fixed/recurrent expenditure plus major recurrent programme expenses.





# SINGAPORE ENVIRONMENT COUNCIL

(Limited by Guarantee)

(Company Registration No.: 199507762R)

Financial statements for the year ended  
31 December 2015

## SINGAPORE ENVIRONMENT COUNCIL (UEN 199507762R) (LIMITED BY GUARANTEE)

### DIRECTORS' STATEMENT

For the financial year ended 31 December 2015

We are pleased to present this statement to the members together with the audited financial statements of Singapore Environment Council (the "Council") for the financial year ended 31 December 2015.

#### Opinion of the directors

In our opinion:

- (a) the financial statements of the Council are drawn up so as to give a true and fair view of the financial position of the Council as at 31 December 2015 and the financial performance, changes in fund and cash flows of the Council for the year then ended; 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.

#### Directors

The directors of the Council in office at the date of this statement are:

##### Chairman

Ms Isabella Loh Wai Kiew

##### Vice-Chairmen

Prof. Leo Tan Wee Hin

Dr. Teo Ho Pin

##### Board Members

Su Poon Ghee Philip

Dr. Leong Chee Chiew

John Bruce Rae-Smith

Ng Wun Jern

Chan Jin Han

Chen Yew Nah (Appointed on 29 June 2015)

Tan Nguan Sen (Appointed on 1 April 2016)

Rahayu Mahzam (Appointed on 1 April 2016)

Dalson Chung (Appointed on 1 April 2016)

Lam Joon Khoi (Appointed on 1 April 2016)

Tan Puay Hiang (Appointed on 1 April 2016)

## DIRECTORS' STATEMENT

For the financial year ended 31 December 2015

### 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.

### Share options

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

### Auditors

S.K. Cheong & Co has expressed its willingness to accept re-appointment as auditor.

On behalf of the Board of Directors



**ISABELLA LOH WAI KIEW**  
Chairman



**PHILIP SU POON GHEE**  
Director

Singapore

20 April 2016

## 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 of the Council as at 31 December 2015, the statement of profit or loss and other comprehensive income, statement of changes in fund and statement of cash flows of the Council for the year then ended, and a summary of significant accounting policies and other explanatory information.

#### Management's responsibility for the financial statements

Management is responsible for the preparation of 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 financial statements 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.

## Report on the financial statements (continued)

### Opinion

In our opinion, the financial statements of the Council 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 financial position of the Council as at 31 December 2015 and of the financial performance, 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  
20 April 2016

## SINGAPORE ENVIRONMENT COUNCIL (UEN 199507762R) (LIMITED BY GUARANTEE)

### STATEMENT OF FINANCIAL POSITION As at 31 December 2015

	Note	2015 \$	2014 \$
<b>Non-current asset</b>			
Property, plant and equipment	3	54,209	73,016
		<u>54,209</u>	<u>73,016</u>
<b>Current assets</b>			
Trade and other receivables	4	360,012	377,898
Prepayments		14,643	11,655
Cash and cash equivalents	5	1,089,791	353,230
		<u>1,464,446</u>	<u>742,783</u>
<b>Total assets</b>		<u>1,518,655</u>	<u>815,799</u>
<b>Current liabilities</b>			
Trade and other payables	6	244,839	161,396
Income received in advance		349,750	-
		<u>594,589</u>	<u>161,396</u>
<b>Net current assets</b>		<u>869,857</u>	<u>581,387</u>
<b>Total net assets</b>		<u>924,066</u>	<u>654,403</u>
<b>The funds of the charity</b>			
<u>Unrestricted funds</u>			
Accumulated general funds	7	924,066	654,403
		<u>924,066</u>	<u>654,403</u>

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



**STATEMENT OF PROFIT OR LOSS AND OTHER  
COMPREHENSIVE INCOME**  
For the year ended 31 December 2015

	Note	Unrestricted funds	
		2015	2014
		\$	\$
<b>Incoming Resources</b>			
<b>Incoming resources from generated funds</b>			
<u>Voluntary income</u>			
Donations and sponsorships	8	513,914	422,300
Grant from National Environment Agency		-	40,520
<u>Activities for generating funds</u>			
Program receipts		2,447,550	2,525,925
<b>Other incoming resource</b>			
Other income	9	72,469	34,446
<b>Total incoming resources</b>		<u>3,033,933</u>	<u>3,023,191</u>
<b>Resources expended</b>			
<b>Costs of generating funds</b>			
Program expenses	10	936,585	1,230,708

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

**STATEMENT OF PROFIT OR LOSS AND OTHER  
COMPREHENSIVE INCOME (continued)**  
For the year ended 31 December 2015

	Note	Unrestricted funds	
		2015	2014
		\$	\$
<b>Expenses</b>			
Accountancy fee		9,200	-
Advertising		1,768	1,209
Audit fee		3,850	3,500
Bank charges		4,722	4,074
Car park fees		1,763	952
CPF contribution		188,742	161,858
Depreciation of property, plant and equipment	3	37,832	40,711
Employee dental and medical fees		6,687	8,964
Entertainment and refreshment		7,647	20,191
Gifts and representation		2,200	1,734
Insurance		10,926	10,064
Legal and professional fees		50,135	42,366
Postage, printing and stationery		17,444	23,091
Rental of office		121,871	114,586
Rental of office equipment		7,671	7,499
Rental of storage space		7,796	7,777
Repair and maintenance		15,211	9,831
Salaries and bonus		1,257,823	1,161,441
Secretarial fees		2,040	9,863
Staff training cost		10,984	35,622
Staff welfare		4,300	3,622
Subscription		4,004	3,774
Telephone and facsimile		24,593	25,461
Transportation and travel		4,541	4,738
Utilities		8,227	9,384
Website expenses		15,708	5,943
		<u>1,827,685</u>	<u>1,718,255</u>
<b>Total resources expended</b>		<u>2,764,270</u>	<u>2,948,963</u>
<b>Net incoming resources representing total comprehensive income for the year</b>			
		<u>269,663</u>	<u>74,228</u>

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

**STATEMENT OF CHANGES IN FUND**  
For the financial year ended 31 December 2015

	Accumulated general fund \$	Total fund \$
At 1 January 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
<u>Profit for the year</u>	269,663	269,663
Other comprehensive income	-	-
<b>Total comprehensive income for the year</b>	269,663	269,663
At 31 December 2015	924,066	924,066

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

**STATEMENT OF CASH FLOWS**  
For the financial year ended 31 December 2015

	Note	2015 \$	2014 \$
<b>Operating activities</b>			
Net incoming resources for the year		269,663	74,228
Adjustments for:			
Depreciation of property, plant and equipment	3	37,832	40,711
Operating cash flows before changes in working capital		307,495	114,939
Changes in working capital:			
Trade and other receivables		17,886	(98,484)
Prepayments		(2,988)	5,329
Trade and other payables		83,443	9,533
Income received in advance		349,750	-
Cash generated from operations		755,586	31,317
<b>Net cash flows generated from operating activities</b>		755,586	31,317
<b>Investing activity</b>			
Purchase of property, plant and equipment	3	(19,025)	(15,754)
<b>Net cash flows used in investing activity</b>		(19,025)	(15,754)
<b>Net increase in cash and cash equivalents</b>		736,561	15,563
<b>Cash and cash equivalents at 1 January</b>		353,230	337,667
<b>Cash and cash equivalents at 31 December</b>	5	1,089,791	353,230

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



**NOTES TO THE FINANCIAL STATEMENTS**  
**For the financial year ended 31 December 2015**

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 30 April 2016. 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 16.

**Interpretations and amendments to published standards effective in 2015**

On 1 January 2015, 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 statement of financial position 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 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 and cash equivalents.

**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 expired.

Financial assets and liabilities are offset and the net amount presented in the statement of financial position 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) Property, 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 within other gains/(losses) – net 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.

(c) **Property, plant and equipment (continued)**

**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 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.

**Non-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.

**Interest income**

Interest income is recognised 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 2015, 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. Property, plant and equipment**

	Office equipment	Furniture and Fittings	Renovation	Total
	\$	\$	\$	\$
<b>Cost</b>				
At 1 January 2014	93,756	24,607	115,765	234,128
Additions	15,754	-	-	15,754
At 31 December 2014	109,510	24,607	115,765	249,882
At 1 January 2015	109,510	24,607	115,765	249,882
Additions	9,724	-	9,301	19,025
At 31 December 2015	119,234	24,607	125,066	268,907
<b>Accumulated depreciation</b>				
At 1 January 2014	74,855	18,920	42,380	136,155
Additions	14,960	3,076	22,675	40,711
At 31 December 2014	89,815	21,996	65,055	176,866
At 1 January 2015	89,815	21,996	65,055	176,866
Additions	12,022	2,188	23,622	37,832
At 31 December 2015	101,837	24,184	88,677	214,698
<b>Carrying amounts</b>				
At 1 January 2014	18,901	5,687	73,385	97,973
At 31 December 2014	19,695	2,611	50,710	73,016
At 31 December 2015	17,397	423	36,389	54,209

#### 4. Trade and other receivables

	Note	2015 \$	2014 \$
Trade receivables:			
- third parties		329,444	305,463
Deposits		30,568	31,915
Program funding receivable		-	40,520
Total trade and other receivables		<u>360,012</u>	<u>377,898</u>
Add:			
Cash and cash equivalents	5	1,089,791	353,230
Total loans and receivables		<u>1,449,803</u>	<u>731,128</u>

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:

	2015 \$	2014 \$
Not past due	172,533	290,548
Past due 1 - 30 days	88,435	7,244
Past due 31 - 60 days	46,799	1,926
More than 60 days	21,677	5,745
	<u>329,444</u>	<u>305,463</u>

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.

#### 5. Cash and cash equivalents

	Note	2015 \$	2014 \$
Cash in hand and at banks		789,514	353,230
Fixed deposits		300,277	-
	4	<u>1,089,791</u>	<u>353,230</u>

Fixed deposits have effective interest rates ranging from 1.15% to 1.44% (2014 : Nil) per annum and mature on varying dates from 2 to 5 months (2014 : Nil) from the financial year end.

#### 6. Trade and other payables

	2015 \$	2014 \$
Trade payables:		
- third parties	98,807	63,093
Other payables	3,667	3,745
Accrued operating expenses	105,636	57,714
Net GST payable	36,729	36,844
Total financial liabilities carried at amortised cost	<u>244,839</u>	<u>161,396</u>

Trade and other payables are non-interest bearing. Trade payables are normally settled on 30 to 60 days terms while other payables have an average term of six months.

#### 7. 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.

#### 8. Donations and sponsorships

	2015 \$	2014 \$
Tax exempt donations and sponsorships	459,318	368,868
Non-tax exempt donations and sponsorships	54,596	53,432
	<u>513,914</u>	<u>422,300</u>

#### 9. Other income

	2015 \$	2014 \$
Wages credit scheme	60,381	28,544
Interest income	277	-
Other income	11,811	5,902
	<u>72,469</u>	<u>34,446</u>



## 10. Program expenses

	2015	2014
	\$	\$
Advertisement and promotion expenses	229,846	203,419
Consultancy and professional fee	287,039	543,765
Event setup and management	112,581	212,875
Food and catering	75,856	37,696
Gifts and awards	34,848	34,343
Insurance	4,030	4,289
Postage, printing and stationery	92,664	85,146
Subscriptions	16,020	9,612
Transport and travelling	42,038	52,129
Temporary staffs and volunteers	20,037	14,877
Website development and maintenance	21,626	32,557
	<u>936,585</u>	<u>1,230,708</u>

## 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

	2015	2014
	\$	\$
Within 12 months	128,400	29,148
After 12 months but within 5 years	160,789	-
	<u>289,189</u>	<u>29,148</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 2018 and 2020 respectively. The lease agreements have no clause for revision of rental charge.

## 13. Related party transactions

Parties are considered to be related to the Council if the Council has the ability, directly or indirectly, to control the party or exercise significant influence over the party in making financial and operating decisions, or vice versa, or where the Council and the party are subject to common control or common significant influence. Related parties may be individuals or other entities.

The following significant transactions between the Council and related parties took place at terms agreed between the parties during the financial year:

### 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.

Key management personnel compensation comprises:

	2015	2014
	\$	\$
Salaries, bonus and other short-term benefits	253,271	377,805
Central provident funds contributions	22,523	50,872
	<u>275,794</u>	<u>428,677</u>

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

	2015	2014
Number of employees in bands:		
\$50,001 to \$100,000	3	3
\$100,001 to \$150,000	1	1
Total number of staff	<u>4</u>	<u>4</u>

## 14. Financial risk management

The Council is exposed to financial risks arising from its operations and the use of financial instruments. The key financial risks include credit risk, liquidity risk and interest rate 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 statement of financial position.

- (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.

**(c) Interest rate risk**

Interest rate risk is the risk that the fair value or future cash flows of the Council's financial instruments will fluctuate because of changes in market interest rates.

The Council is exposed to limited interest rate risk on its fixed deposits.

The sensitivity analysis to a reasonably possible change in interest rates with all variables held constant, on the Council's equity and profit net of tax has not been disclosed as the Council's exposure to changes in market interest rates is insignificant.

**15. Fair value assets and liabilities**

**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, program 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 Directors on 20 April 2016.





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