

Attn:SBF Members

Seminar on Enhancing Crisis Preparedness at Workplaces

Date: Wed, 3 March 2010 **Time:** 2.30pm – 5.00pm

Venue: Level 21, Keppel Towers, SBF Seminar Room 2
(10 Hoe Chiang Rd, Singapore 089315)

Fees per pax(inclusive of 7% GST) :
 : \$53.50 for 1st participant(SBF member)
 : Free for 2nd participant(SBF member)
 : \$107.00(non member)

The Singapore Business Federation (SBF) and Singapore National Employers Federation (SNEF) are pleased to invite all our members to this Seminar on Enhancing Crisis Preparedness at Workplaces on 3 March 2010.

At the seminar, Ministry of Home Affairs (MHA) will provide an update on the terrorist threat in Singapore and its implications to our racial and religious landscape. Participants will also hear from the Ministry of Manpower (MOM) the significance of building harmonious relations at workplaces, the importance of incorporating psycho-social aspects into your organization’s business continuity plans, and how employers and HR practitioners can play a crucial role to enhance crisis preparedness and workplace resilience.

Hear from SBF on how to leverage on the S\$30 million funding support for Singapore businesses to establish a holistic management process. This infrastructure can help businesses to prepare, respond and recover from disruptions to critical business functions, caused by threats like fire, floods and flu pandemics.

Find out from Jason Electronics (Pte) Ltd, what makes them embark on the challenging journey to be BCM SS540:2008 certified? What was their motivation? Was it a safety requirement, to enhance stakeholders’ confidence or for business survival? Does BCM really help to minimize financial losses, safeguard the company’s reputation and fulfill their critical obligations to customers and employees?

PROGRAMME

- 2.30pm Registration / Light Refreshments
- 3.00pm **Presentation on “Update on the Terrorism Threat to Singapore”**
By Ministry of Home Affairs (MHA)
- 3.20pm **Presentation on CEP: Building Socially Harmonious and Secure Workplaces**
By Ms Lim Cai Lin
Assistant Manager, Workplace Relations, Ministry of Manpower (MOM)
- 3.40pm **Presentation on the National Business Continuity Management (BCM) Programme**
By Mr Touw June Wah, Deputy Director
National BCM Centre, Singapore Business Federation (SBF)
- 4.00pm **Company Sharing on Business Continuity Management**
By Mr Ooi Chee Kong
Chief Human Resource Officer and BC Manager, Jason Electronics (Pte) Ltd
- 4.20pm **Q & A Session**
Co-Chaired by Ms Cheryl Kong
Assistant Executive Director, Singapore Business Federation (SBF)
& Mr Stephen Yee, Assistant Executive Director, Singapore National Employers Federation (SNEF)
- 5.00pm End

Administrative Details:

NOTE: As a precautionary measure, member/s who are unwell is/are advised not to attend the session

- Please fax registration form to reserve a seat. Registration is on a first-come, first-served basis.
- Admission shall be allowed only upon presentation of email confirmation from SBF.
- **We regret that no withdrawal upon registration, but a replacement is allowed.** Please note that no refund will be made for cancellation or non-attendance. Full fees will be charged for cancellation and non-attendance.

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| <p>Ref No: MBER 034/030310/02W REGISTRATION FORM - Attn: MR Dept - Celest (Closing date: Noon, 2 Mar 10) Fax: 6734 0610/ 6827 6801</p> <p>Company: _____ Contact Person: _____ Tel: _____ Fax: _____ Membership No: _____ Address: _____ Employment size: _____</p> <p>Please register the following participant/s;</p> <p>1) Name (Mr/Ms): _____ Desgn: _____ Email Add: _____ 2) Name (Mr/Ms): _____ Desgn: _____ Email Add: _____ 3) Name (Mr/Ms): _____ Desgn: _____ Email Add: _____</p> | <p style="text-align: center;">For Official Use: (SCC)</p> |
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