

SGSECURE@ WORKPLACES BRIEFING TOOLKIT



SGSECURE
STAY ALERT. STAY UNITED. STAY STRONG.



**MINISTRY OF
MANPOWER**

GROWING THREAT OF TERRORISM TO SINGAPORE

Radicalisation
through social
media

Return fighters
and decentralized
attacks

Using everyday
items as weapons

RADICALISATION THROUGH SOCIAL MEDIA

- Convenient and effective platform for terrorist groups to spread their extremist ideologies and messages to the masses.
- Extremist ideologies and messages continue to live on in the virtual world, although the terrorists themselves might already be dead



RADICALISATION THROUGH SOCIAL MEDIA

- Growing number of terrorists are radicalised and recruited through these platforms, especially the young and vulnerable, e.g. marginalised individuals/groups



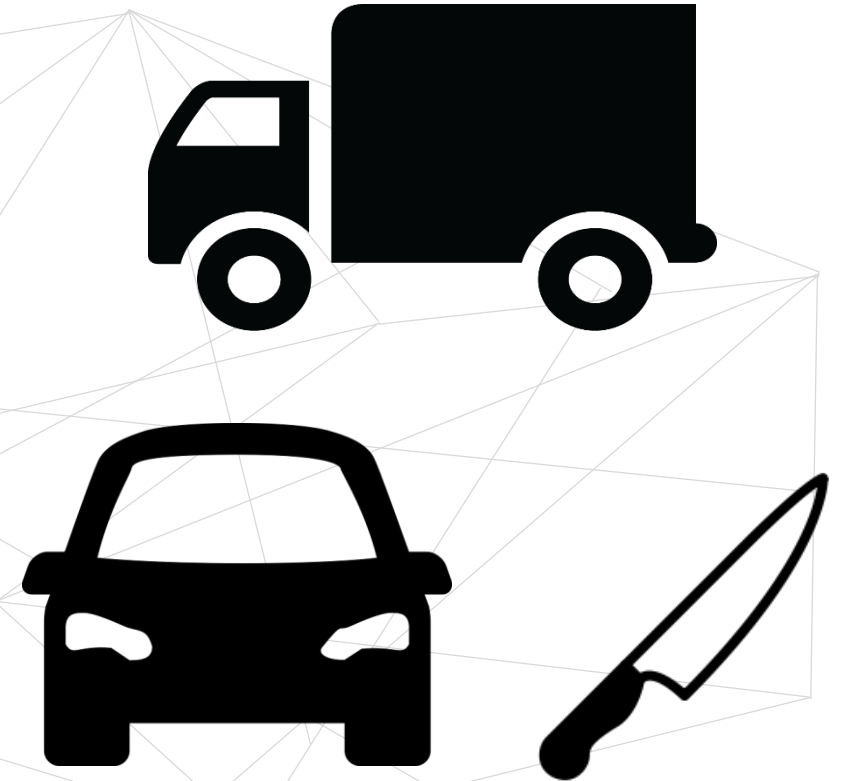
RETURN FIGHTERS AND DECENTRALISED ATTACKS

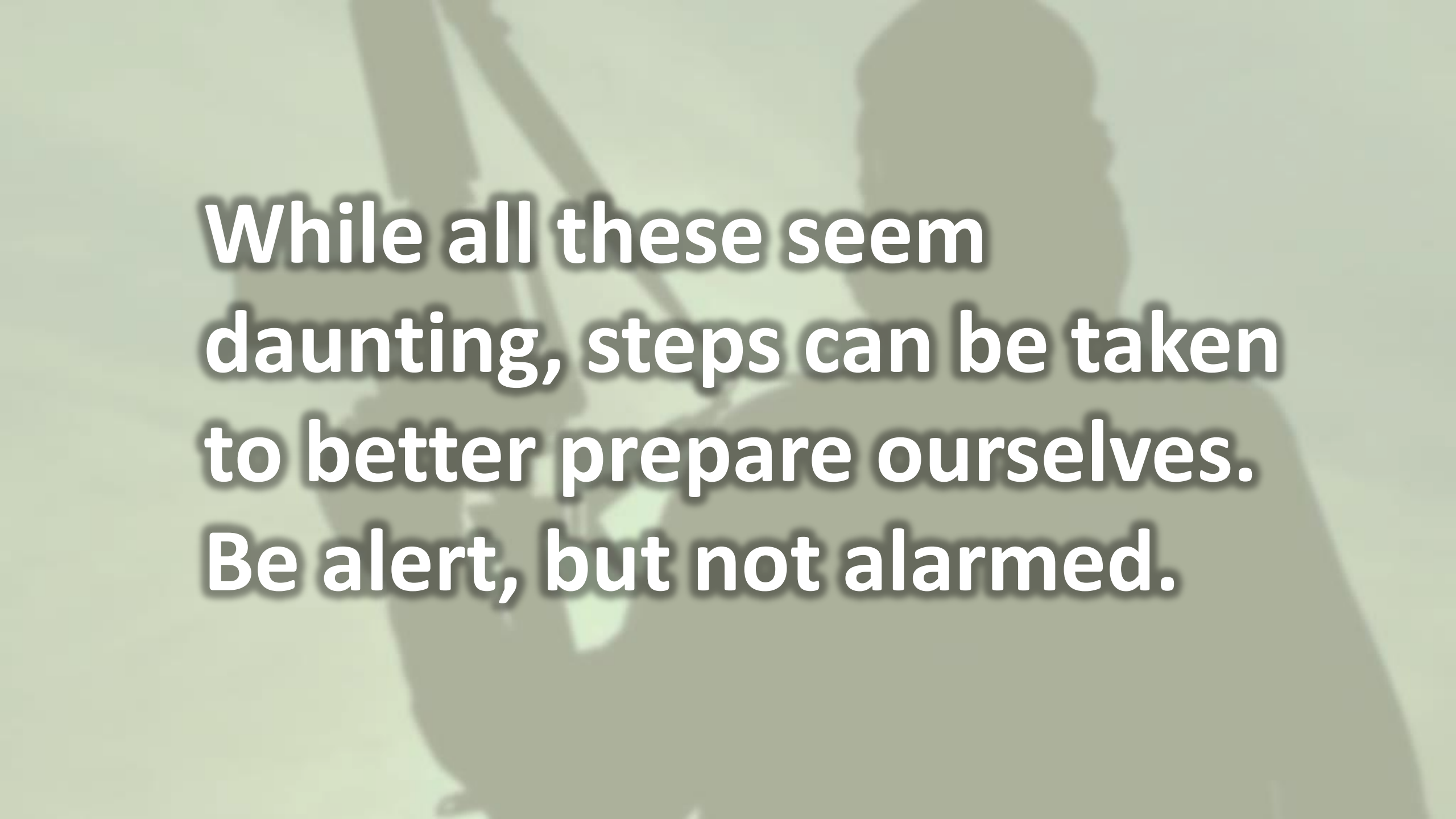
- As the ISIS strongholds falls, its leader called on followers to either return or stay in their countries and carry out the attacks there
- Several attacks have been carried out around the world by radicalised individuals:
 - Movidia Puchong Bombing 2016
 - Manchester Arena Bombing 2017
 - Barcelona Attacks 2017
 - Surabaya Attacks 2018



ACCESSIBILITY OF WEAPONS

- The choice of weapons have changed from conventional to common tools used in daily life, e.g. vehicles, knives, microwaves.
- To the untrained eye, it may be harder to detect if the use of those tools are for terror purposes
- Multiple incidents of vehicular and knife attacks have occurred:
 - Berlin Christmas Market Rampage 2016
 - Westminster Attack 2017



The background of the image shows the silhouettes of several people sitting around a table in a meeting or conference room. The scene is dimly lit, with the primary light source being the text overlay. The silhouettes are dark against a lighter, muted green background.

**While all these seem
daunting, steps can be taken
to better prepare ourselves.
Be alert, but not alarmed.**

What can we do at the workplace as **employees**?

Stay
Vigilant

Response

Respect

WHAT CAN WE DO AT THE WORKPLACE AS INDIVIDUALS?

STAY VIGILANT

Be aware of tell-tale indicators of suspicious items/activities/personnel

CARS 车辆

- Heading towards a crowd and not slowing down
- Circling around an area repeatedly
- Overly laden
- 车辆直冲人群, 且没有减速
- 在某个地方反复徘徊
- 超载



BEHAVIOUR 行为

- Low tolerance towards multi-racial/religious living
- Expressing belief that violence is justified
- Wants to participate in foreign conflict
- Loitering suspiciously
- 对多元种族/宗教的生活抱着难以容忍的态度
- 表示相信暴力有其正当性
- 有意参与国外的武装暴力行动
- 行迹可疑地游荡



ARTICLES 物品

- Unattended
- Emitting unusual odour
- Wires sticking out
- 无人看管
- 散发异常气味
- 有裸露电线

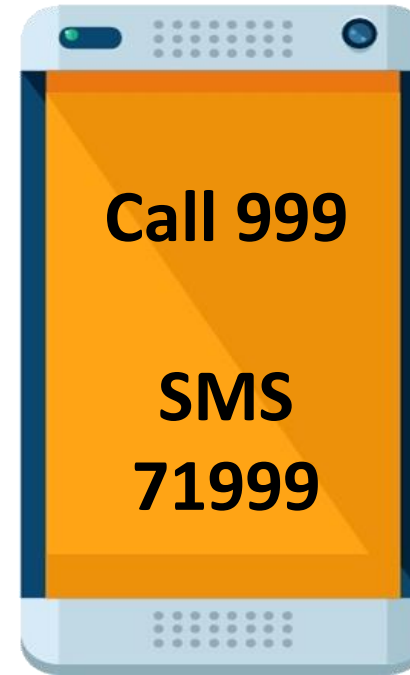


WHAT CAN WE DO AT THE WORKPLACE AS INDIVIDUALS?

STAY VIGILANT



Report using the
SGSecure App



Call 999 or SMS 71999 if
it is not safe to talk

WHAT CAN WE DO AT THE WORKPLACE AS INDIVIDUALS?

KNOW HOW TO RESPOND IN THE EVENT OF A TERROR ATTACK



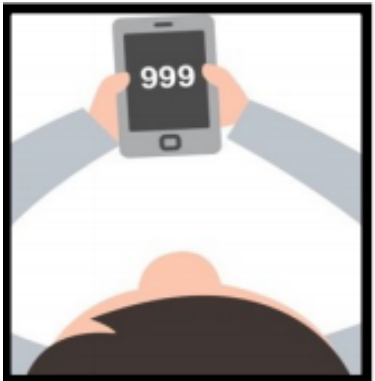
RUN away from danger. Do not surrender or attempt to negotiate.

- Consider the safest route
- Move quickly and quietly and stay out of view of the attackers
- Insist others leave with you
- Leave your belongings behind



If escape is not possible, **HIDE**. Be very quiet and switch your phone to silent mode.

- Find cover and stay out of sight of the attackers
- Lock yourself in but do not get trapped
- Place heavy objects such as tables/cupboards behind the entrances if you can't lock them
- Move away from the doors



TELL the Police. Call 999 or SMS 71999 if it is not safe to talk. You may use the SGSecure app to provide information such as:

- Your location
- About the attackers – T.E.L.L. Framework (e.g. number of them, their looks, weapons and equipment used, their location, where they are moving towards)

WHAT CAN WE DO AT THE WORKPLACE AS INDIVIDUALS?

KNOW HOW TO RESPOND IN THE EVENT OF A TERROR ATTACK



PRESS directly on the wound to stop the bleeding using items such as handkerchief or cloth.



TIE above the wound using items such as a neck tie, belt, or sling of a bag to stop any excessive bleeding.



TELL SCDF Emergency Responders about the injury and the time at which you tied the wound.

WHAT CAN WE DO AT THE WORKPLACE AS INDIVIDUALS?

KNOW HOW TO RESPOND IN THE EVENT OF A TERROR ATTACK



WHAT CAN WE DO AT THE WORKPLACE AS INDIVIDUALS?

KNOW HOW TO RESPOND IN THE EVENT OF A TERROR ATTACK

LEARN CPR + AED



60%*

Survival rate when
early CPR with AED
are given



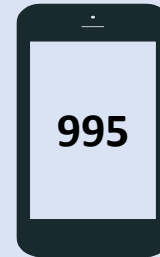
4 Mins+

without oxygen,
brain damage will
likely occur



15 Mins*

for an ambulance to
arrive at the scene



Call 995 and
shout for an
AED.



Push hard and
fast in the
center of the
chest.



A E D

Use an AED
if available.

DID YOU KNOW?

3 STEPS HANDS ONLY CPR

WHAT CAN WE DO AT THE WORKPLACE AS INDIVIDUALS?

KNOW HOW TO RESPOND IN THE EVENT OF A TERROR ATTACK

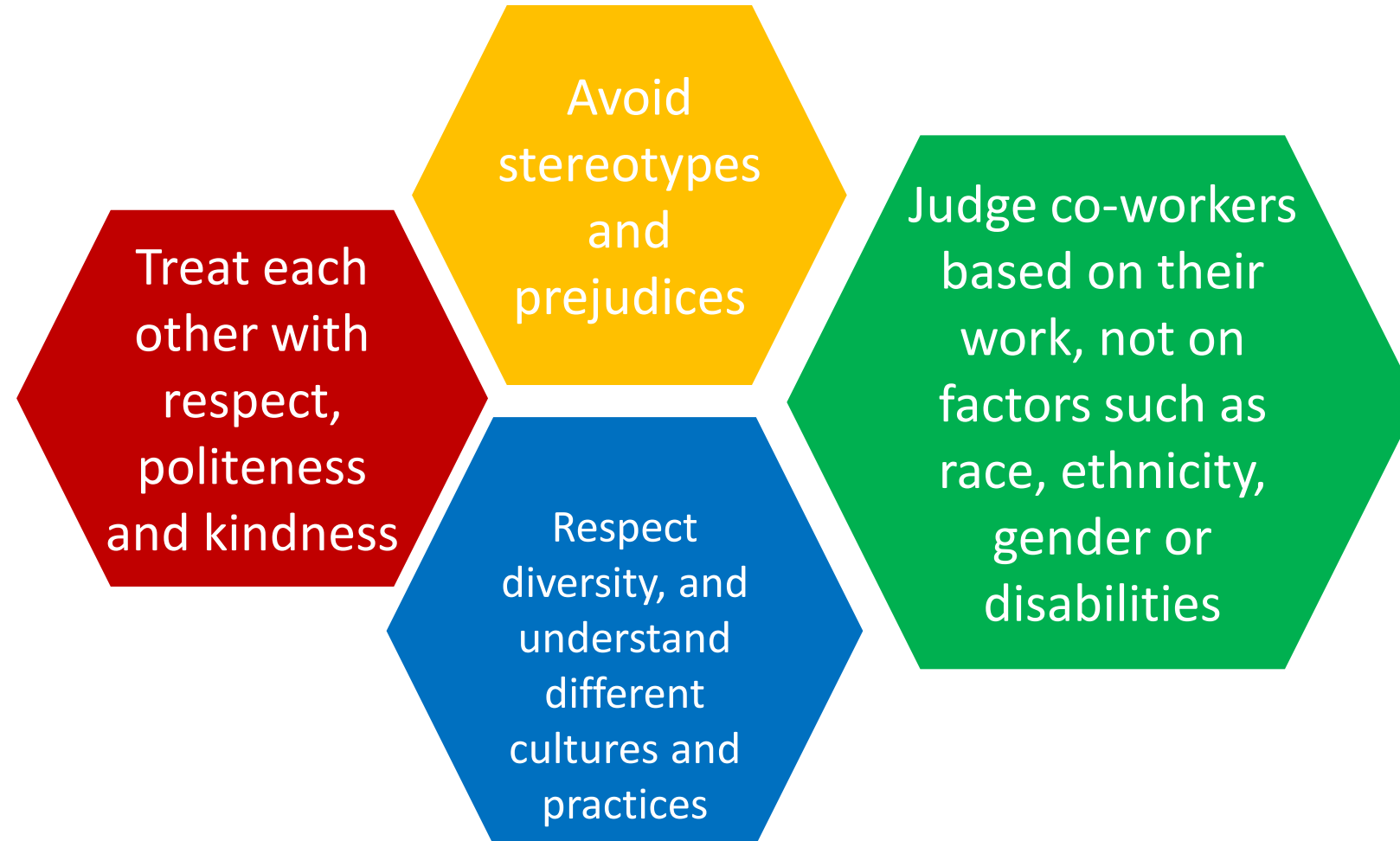
LEARN CPR + AED

Below are some recommended ways to learn more about CPR/AED:

1. Take a CPR/AED certification course today at any of the SRFAC Registered CPR Training Centres. For more information, visit srfac.sg/directory/training-centre/
2. Learn more about CPR/AED awareness through the Dispatcher Assisted first Responder (DARE) Programs that are free
3. Watch this video by SCDF <https://www.youtube.com/embed/O9iMqfl4cGY>

WHAT CAN WE DO AT THE WORKPLACE AS INDIVIDUALS?

RESPECT COLLEAGUES



What can we do at the workplace as **employers**?

Enhance
communication
capabilities

Take steps to
protect the
workplace

Build an
inclusive work
environment

WHAT CAN WE DO AT THE WORKPLACE AS INDIVIDUALS?

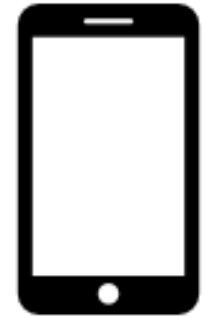
ENHANCE COMMUNICATION CAPABILITIES

Create and regularly update a directory of employee and next-of-kin contact details

Create group-based communication channels e.g. WhatsApp Group

Establish authoritative source of company information in peacetime e.g. company website/ designated personnel

Identify and make a list of important external stakeholders i.e. key customers and suppliers



WHAT CAN WE DO AT THE WORKPLACE AS INDIVIDUALS?

TAKE STEPS TO PROTECT THE WORKPLACE

- Implement physical protection measures:
 - Perimeter line, vehicle security barriers, active vehicle security barriers, anti-intrusion barriers
 - Simple measures that include doors that can be locked from the inside instead of the outside
- Protect your IT systems and data
- Establish authoritative source of company information in peacetime e.g. company website/ designated personnel
- Identify and make a list of important external stakeholders i.e. key customers and suppliers



WHAT CAN WE DO AT THE WORKPLACE AS INDIVIDUALS?

BUILDING A COHESIVE AND INCLUSIVE WORK ENVIRONMENT

**Organise
team-
bonding
activities**

**Provide
effective
grievance
handling
procedures**

**Adopt fair
employment
practices**

**Adopt core
values that are
aligned with
Singapore's
ethos of racial
and religious
harmony**



WHAT CAN WE DO AT THE WORKPLACE AS INDIVIDUALS?

BUILDING A COHESIVE AND INCLUSIVE WORK ENVIRONMENT

Examples
of core
values to
uphold in
your
company



Empathy

Equality

Inclusiveness

Respect

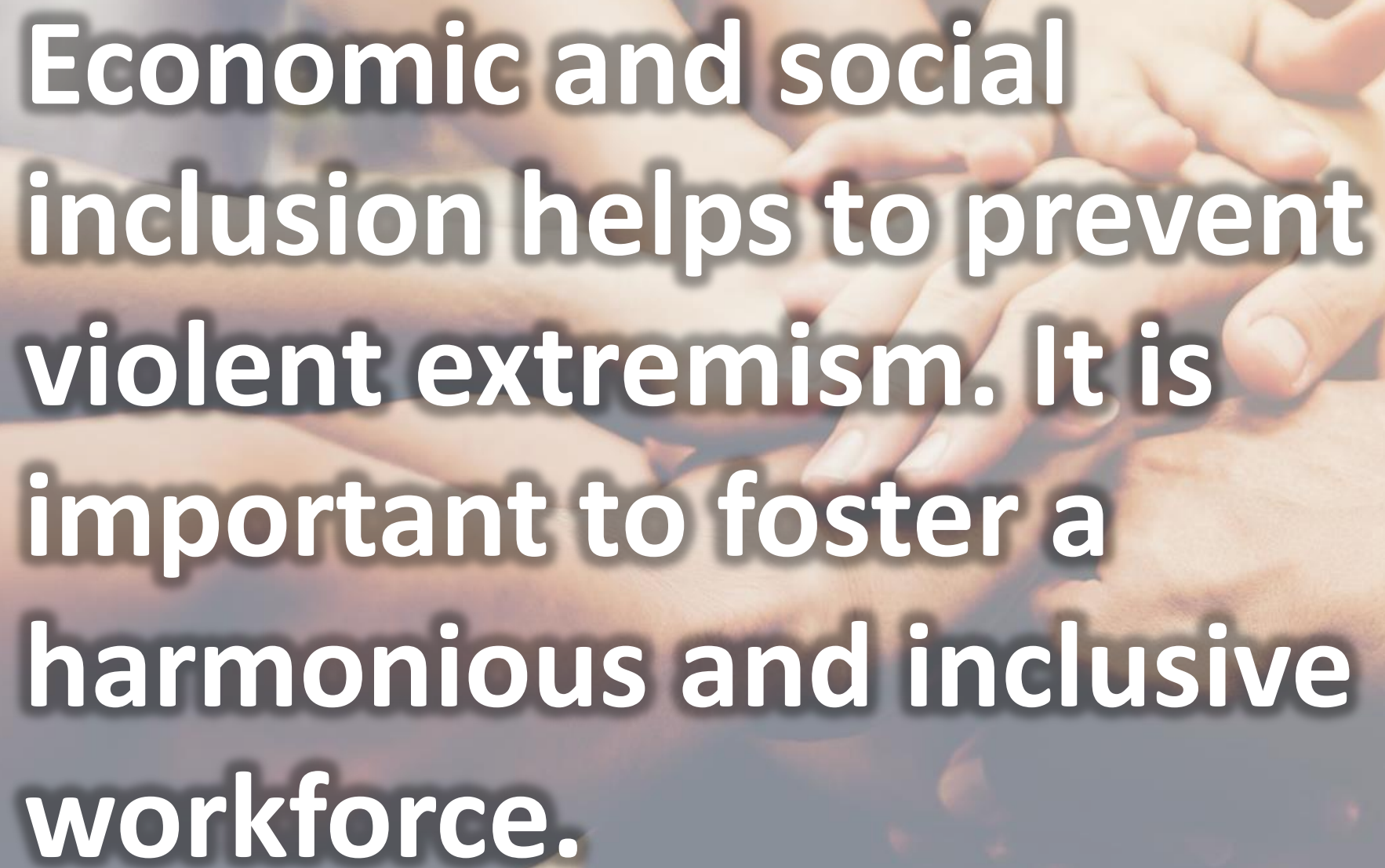
Fairness

Diversity

Teamwork

Harmony

Resilience

A close-up photograph of several hands of different skin tones stacked together in a circle, symbolizing unity, teamwork, and support. The hands are positioned in a way that they form a central point, with fingers and palms visible. The lighting is warm and soft, creating a sense of harmony and connection.

Economic and social inclusion helps to prevent violent extremism. It is important to foster a harmonious and inclusive workforce.

IN THE AFTERMATH OF A TERROR ATTACK

Refer to official
channels for
information and
news

Stay united and
stay strong

Extend
psychological first
aid (PFA)

IN THE AFTERMATH OF A TERROR ATTACK

REFER TO OFFICIAL CHANNELS FOR INFORMATION AND NEWS

- Keep calm and cut rumours because fake news could generate fear, mistrust and hatred, and ultimately cause unnecessary harm to our social fabric
- Report false news to authorities
- Refer to the official information channels within your organisation
- **Refer to the latest information and advisories from official sources, such as SPF's website, news releases, MOM's SGSecure@Workplaces bulletins and the SGSecure app**

People from xx group did this. It's because of them we are in this mess!

Gossips

Gossips

IN THE AFTERMATH OF A TERROR ATTACK

STAY UNITED AND STAY STRONG

- Express solidarity and extend care to each other at the workplace in the aftermath of a terror attack. Doing so raises the morale amongst colleagues.
- Rally for

IN THE AFTERMATH OF A TERROR ATTACK

EXTEND PSYCHOLOGICAL FIRST AID (PFA)

PFA is a humane, supportive and practical first response given to individuals affected emotionally in the immediate aftermath of a terror attack.

The following points can guide you in administering PFA when necessary (more information can be found in the next slide):



IN THE AFTERMATH OF A TERROR ATTACK

EXTEND PSYCHOLOGICAL FIRST AID (PFA)

Active Listening

- Show interest, attention and care
- Maintain eye contact
- Paraphrase, summarise, clarify
- Respect privacy and ensure confidentiality

Stay Close

- Be available and present
- Show empathy and connect
- Maintain appropriate physical contact
- Inform affected persons where they may find you

Accept Feelings

- Keep an open mind
- Accept rejection of help, if person needs space
- Respect reactions and coping strategies
- Adopt a non-judgmental approach
- Set aside your own biases and prejudices

Provide Practical Help

- Refer them to professional help
- Facilitate access to basic needs
- Provide factual information **if** you have it
- Make it clear to people that even if they refuse help now, they can still access it in future

