

## Creating Awareness of Terror Threats Amongst Employees

May 2019

Terror attacks can happen anywhere and anytime without warning. Being complacent and leaving the responsibility to others may cost you your competitive edge and affect your ability to recover in the event of an attack. Start by training your employees and equipping them with the right skills and knowledge to respond to a terror attack. A prepared and cohesive workforce can minimize your downtime and get your business back on track speedily.

**Consider these suggestions to help build awareness of terror threats amongst your employees:**

### 1. Regular dissemination of terror-related information

Employees accustomed to routine can become unaware of surrounding risks, and grow complacent. To sensitize employees to the terror threat, you can regularly:

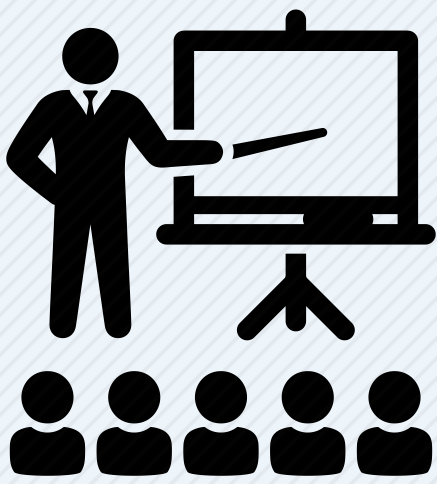
- Disseminate MOM's [bulletins](#) on past terror attacks to highlight some learning points.
- Share local news articles on individuals radicalized by terrorist ideology in Singapore.
- Guide employees in identifying suspicious individuals, articles and vehicles. This is especially important for employees who are the first point-of-contact such as security guards at the entrance, or receptionists in charge of the front desk.



### 2. Periodic engagement of employees

Periodically engage employees to strengthen awareness of response measures. You can consider conducting short, bite-sized training or briefing sessions to educate employees. Given that employees might already be busy with work, shorter briefing sessions are likely to receive greater focus from employees.

You may refer to sample [lesson plans](#) on MOM's SGSecure website to help you with your engagement efforts.



### 3. Conduct regular exercises

Get employees to practice what they have learnt to reinforce learning objectives. To do so, you can:

- Conduct simulation exercises where employees undergo a simulated attack specific to the workplace. Simply achieving theoretical knowledge of the terror threat is insufficient. Employees must effectively apply this knowledge on the ground and this can be done through simulations.



- Conduct red-teaming exercises, which can highlight existing vulnerabilities of workplace security. For example, you can organise the following red-teaming exercise for employees to raise vigilance at the workplace:
  1. Appoint a staff member to place a-suspicious object (e.g. bag with stains, wires sticking out, etc.) at a common area such as the lobby.
  2. Another employee can act as an observer from afar and record down the reactions of the other employees. Some may choose to ignore it, while others may notify the building security. Doing so can also test if security guards are vigilant enough to notice and report such objects.
  3. Share the outcomes of the exercise with fellow employees to reinforce the learning
  4. SPF need not be notified when companies conduct internal red-teaming exercises. However, it is important to keep tabs on public members' reactions as they may most likely be unaware that an exercise is taking place, and may cause unnecessary alarm.

#### **SGSecure@Workplaces Seminar 2019**

*On 27 May 2019, around 600 SGSecure reps gathered at the annual SGSecure@Workplaces seminar to find out more about how they can prepare the workforce, protect the workplace and partner the community. The theme for this year's seminar was: Doing our part to raise organisational resilience against terrorism.*

*Mr Zaqy Mohamad, Minister of State for Manpower, was the Guest of Honour. In his opening address, he shared that MOM would be expanding the range of SGSecure@workplaces resource materials and make them more accessible to help SGSecure Reps sensitise their fellow colleagues. View the MOM SGSecure@Workplaces website and its resources [here!](#)*

*Guest speakers from various industries and government organisations also shared tips on how SGSecure reps can effectively reach out to employees and build the response capabilities. The seminar also featured a tabletop exercise (TTX) conducted by the Singapore Police Force.*

*Head on down to MOM's official [Facebook page](#) for photos of the event!*

SGSecure@Workplaces Bulletin

Stay Alert, Stay United and Stay Strong. Be a part of the SGSecure movement.