

Rajes (LKK Auto)

From: Muhammad Syabil MOHD ISMAIL (SCDF)
<Muhammad_Syabil_MOHD_ISMAIL@scdf.gov.sg>
Sent: Monday, October 28, 2024 4:37 PM
To: Rajes (LKK Auto)
Cc: Gim Chye TAY (SCDF); admin-d; Shiau Chan (LKKAuto); Olivia Lau (LKKAuto); SUR
Subject: FW: Claim for the repair cost with regards to Minor Scratch to Personal Vehicle due to Contact with IV's Opening Door
Attachments: Minor Accident between CDA FRC (QX 1036 M) & CDA staff vehicle (SNP 1719 D).pptx; Repair Quotation from Kah Motor.jpg
Follow Up Flag: Follow up
Flag Status: Flagged

Dear Rajes,

Please conduct paper survey, please note that the claimant has affirmed that there is no appraisal report or GIA report.

Our case reference for abovementioned is **2024-10-22 IV (QX1036M)**.

Kindly note that the quotation gotten by claimant is for spray painting the entire rear left door panel, not just the affected portion (as advised to the claimant by the workshop).

Looking forward to receiving the report from you soonest, thank you.

Regards,



Syabil Ismail
Fleet Management Officer
Logistics Department
DID: (65) 6848 1807 | HP: (65) 9630 4209

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From: Tammy YAP (SCDF) <Tammy_YAP@scdf.gov.sg>
Sent: Monday, October 28, 2024 4:07 PM
To: Muhammad Syabil MOHD ISMAIL (SCDF) <Muhammad_Syabil_MOHD_ISMAIL@scdf.gov.sg>; Leonard LEE (SCDF) <Leonard_LEE@scdf.gov.sg>
Cc: En Hao LEE (SCDF) <LEE_En_Hao@scdf.gov.sg>; Susan GOH (SCDF) <Susan_GOH@scdf.gov.sg>; Gim Chye TAY (SCDF) <TAY_Gim_Chye@scdf.gov.sg>

Subject: RE: Claim for the repair cost with regards to Minor Scratch to Personal Vehicle due to Contact with IV's Opening Door

Dear Mr Syabil,

I do not have the GIA report.

Awaiting for your advise.

Thank you.

Regards,



LTA Tammy Yap

Course Officer

National Emergency Medical Services Training Centre

Civil Defence Academy

DID: (65) 9649 5938

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From: Muhammad Syabil MOHD ISMAIL (SCDF) <Muhammad_Syabil_MOHD_ISMAIL@scdf.gov.sg>

Sent: Monday, October 28, 2024 3:59 PM

To: Leonard LEE (SCDF) <Leonard_LEE@scdf.gov.sg>; Tammy YAP (SCDF) <Tammy_YAP@scdf.gov.sg>

Cc: En Hao LEE (SCDF) <LEE_En_Hao@scdf.gov.sg>; Susan GOH (SCDF) <Susan_GOH@scdf.gov.sg>; Gim Chye TAY (SCDF) <TAY_Gim_Chye@scdf.gov.sg>

Subject: RE: Claim for the repair cost with regards to Minor Scratch to Personal Vehicle due to Contact with IV's Opening Door

Dear Sir @Leonard LEE (SCDF), Ma'am @Tammy YAP (SCDF),

To clarify, the LOGS directives apply to SCDF personnels driving SCDF-owned vehicles.

Noted that no police report was lodged as no injury was involved.

Affirmative. The GIA report is the General Insurance Association report.

If unavailable, we will inform our appointed surveyor accordingly.

Regards,



Syabil Ismail

Fleet Management Officer
Logistics Department

DID: (65) 6848 1807 | HP: (65) 9630 4209

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From: Leonard LEE (SCDF) <Leonard_LEE@scdf.gov.sg>

Sent: Monday, October 28, 2024 3:33 PM

To: Muhammad Syabil MOHD ISMAIL (SCDF) <Muhammad_Syabil_MOHD_ISMAIL@scdf.gov.sg>

Cc: En Hao LEE (SCDF) <LEE_En_Hao@scdf.gov.sg>; Susan GOH (SCDF) <Susan_GOH@scdf.gov.sg>; Gim Chye TAY (SCDF) <TAY_Gim_Chye@scdf.gov.sg>; Tammy YAP (SCDF) <Tammy_YAP@scdf.gov.sg>

Subject: RE: Claim for the repair cost with regards to Minor Scratch to Personal Vehicle due to Contact with IV's Opening Door

Good afternoon Mr Syabil,

1. May I enquire what is GIA report? Are you referring to General Insurance Association report?
Kindly clarify thanks.

2. wrt police report, taking reference from Logs Dept Directive 06-2011, "Procedures on Accident, Loss & Damage involving SCDF Vehicles", Para 4 indicates the following (see above attached):

"However, for accidents that have taken place within SCDF premises, a Police report is not required."

As such, no police report is required for the above incident that happened at the HQ SCDF parade square carpark.

CC:

Good afternoon everyone,
Fyip.



Leonard Lee

Transport Officer
Logistics Branch / Corporate Service Hub (West)
Singapore Civil Defence Force

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From: Muhammad Syabil MOHD ISMAIL (SCDF) <Muhammad_Syabil_MOHD_ISMAIL@scdf.gov.sg>

Sent: Monday, October 28, 2024 3:13 PM

To: Tammy YAP (SCDF) <Tammy_YAP@scdf.gov.sg>

Cc: En Hao LEE (SCDF) <LEE_En_Hao@scdf.gov.sg>; Leonard LEE (SCDF) <Leonard_LEE@scdf.gov.sg>; Susan GOH (SCDF) <Susan_GOH@scdf.gov.sg>; Gim Chye TAY (SCDF) <TAY_Gim_Chye@scdf.gov.sg>

Subject: RE: Claim for the repair cost with regards to Minor Scratch to Personal Vehicle due to Contact with IV's Opening Door

Dear Ma'am,

Thank you for your patience in the above matter.

May I check if the repair work has been done?

Also, please provide me with the following documents for my perusal:-

1. GIA report
2. Police report (if any)

Upon receipt of the above, we will get SCDF appointed surveyor to conduct a paper survey and make an offer to you.

Regards,



Syabil Ismail

Fleet Management Officer

Logistics Department

DID: (65) 6848 1807 | HP: (65) 9630 4209

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From: Muhammad Syabil MOHD ISMAIL (SCDF) <Muhammad_Syabil_MOHD_ISMAIL@scdf.gov.sg>
Sent: Thursday, October 24, 2024 4:58 PM
To: Tammy YAP (SCDF) <Tammy_YAP@scdf.gov.sg>
Cc: En Hao LEE (SCDF) <LEE_En_Hao@scdf.gov.sg>; Leonard LEE (SCDF) <Leonard_LEE@scdf.gov.sg>; Susan GOH (SCDF) <Susan_GOH@scdf.gov.sg>; Gim Chye TAY (SCDF) <TAY_Gim_Chye@scdf.gov.sg>
Subject: RE: Claim for the repair cost with regards to Minor Scratch to Personal Vehicle due to Contact with IV's Opening Door

Dear Ma'am,

I hereby acknowledge receipt of your email sent below.

Please allow me some time to check and get back to you by early next week on any further information / documentation required.

Thank you.

Regards,



Syabil Ismail
Fleet Management Officer
Logistics Department
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From: SCDF FMB (SCDF) <SCDF_FMB@scdf.gov.sg>
Sent: Thursday, October 24, 2024 9:53 AM
To: Muhammad Syabil MOHD ISMAIL (SCDF) <Muhammad_Syabil_MOHD_ISMAIL@scdf.gov.sg>
Subject: FW: Claim for the repair cost with regards to Minor Scratch to Personal Vehicle due to Contact with IV's Opening Door

From: Tammy YAP (SCDF) <Tammy_YAP@scdf.gov.sg>
Sent: Wednesday, October 23, 2024 8:53 PM
To: SCDF FMB (SCDF) <SCDF_FMB@scdf.gov.sg>
Cc: En Hao LEE (SCDF) <LEE_En_Hao@scdf.gov.sg>; Leonard LEE (SCDF) <Leonard_LEE@scdf.gov.sg>
Subject: Claim for the repair cost with regards to Minor Scratch to Personal Vehicle due to Contact with IV's Opening Door

Dear Mr Muhd Syabil,

I would like to make a claim for the repair cost due to the incident that occurred on 22 October 2024 at approximately 1115hrs, in which the right rear passenger door of an SCDF vehicle collided with my vehicle's door.

2. I have attached the IR report and PowerPoint slide as evidence of this incident.
3. As requested, I have also attached a repair quotation for the cost of repairing the paint damage on my left rear passenger door.
4. I kindly request your guidance on the next steps in the claims process for the repair costs of my vehicle.
5. Please advise if any additional information or documentation is required.
6. Thank you for your attention to this matter and look forward to your response.

Yours sincerely,



LTA Tammy Yap

Course Officer

National Emergency Medical Services Training Centre

Civil Defence Academy

DID: (65) 9649 5938

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