

No : 02/2012
Date : 23 February 2012



AIRPORT EMERGENCY SERVICE

FIRE SAFETY CIRCULAR

To All Staff working in Terminal 2

T2 MAIN BUILDING NORTH (LEVEL 3 & 4) FIRE EVACUATION EXERCISE

The Airport Emergency Service (AES) will be conducting a fire evacuation exercise on 28 February 2012 from 10am to 11am at T2 Main Building North (Level 3 & 4) for CAAS and CAG staff. This exercise will only involve CAG staff working in T2 main building north Level 3 and CAAS staff.

2 In an effort to avoid panic and confusion, announcements on the Fire Evacuation exercise will be broadcasted at timely intervals. You are advised to listen attentively to the instructions given via the public announcement system. The assembly areas assigned for this exercise are shown in Appendix A. Participating fire wardens are required to update the floor register in Appendix B and return it to the AES Officer at the Assembly Area during the exercise.

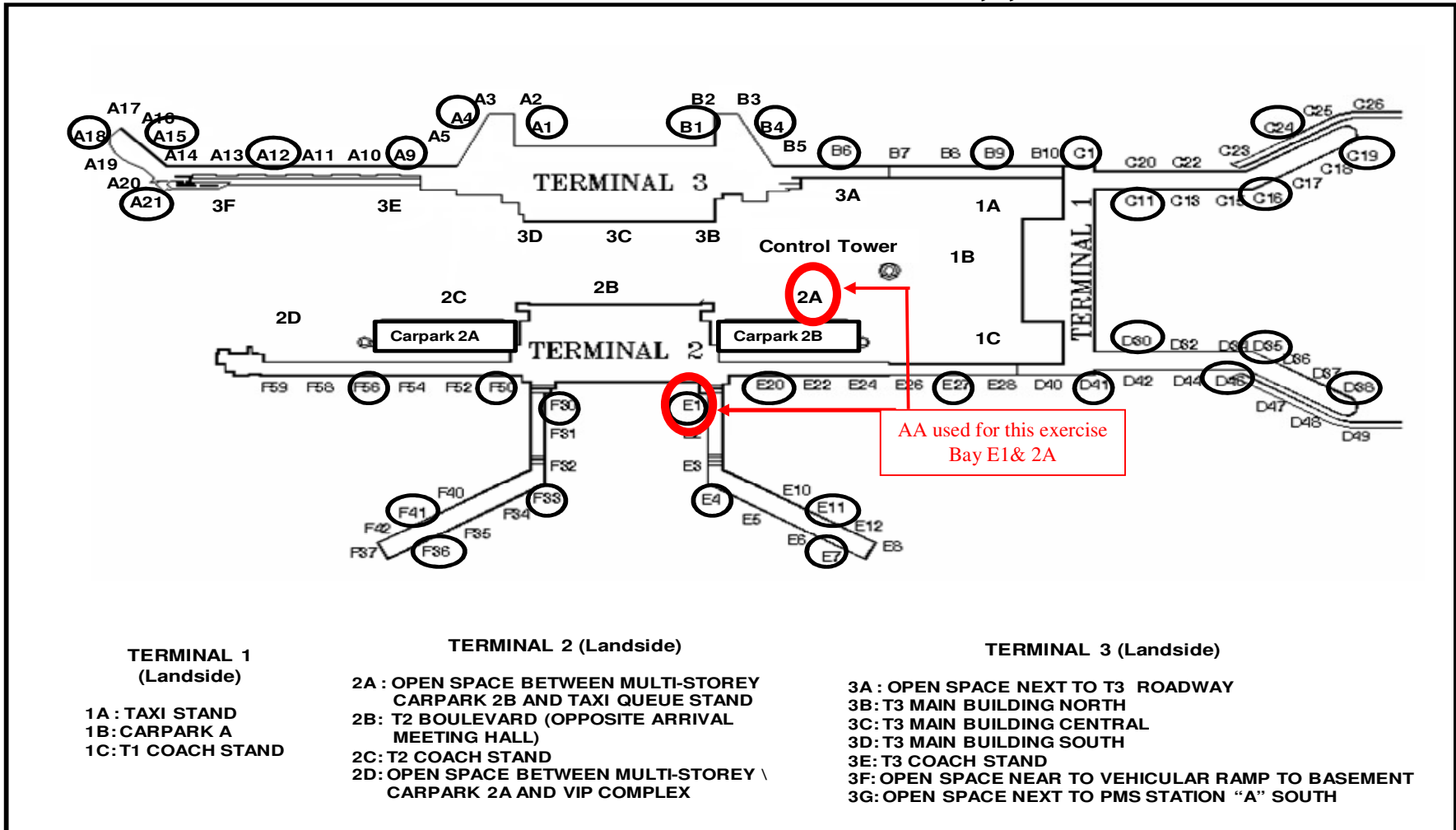
3 Please note that this annual fire evacuation exercise is a statutory requirement under the Fire Safety Act and please disseminate the contents of this circular to all staff concerned.

4 For clarification on the exercise, please contact AES FSU at 65412535 or at fire.safety@changiairport.com. For more information about evacuation procedures, you may refer to the Changi Airport Fire Safety Manual at <http://www.changiairportgroup.com/cag/html/our-services/airport-emergency-services/fire-safety/>.

NAZRI BAMADHAJ
for SUPERINTENDENT, FIRE SAFETY
AIRPORT EMERGENCY SERVICE

Appendix A

ASSEMBLY AREAS FOR EVACUATION OF TERMINALS 1,2,3 & CONTROL TOWER



TO: Changi Airport Group
Airport Emergency Service
P O Box 168
Singapore Changi Airport
Singapore 918146

FLOOR REGISTER

Tenant / Company Name: _____

Floor Level: _____ Unit/Room No: _____
(Please use a separate form for each level)

Telephone & Fax No. _____ / _____

Name of Fire Warden & Contact No: _____

Name of Assistant Fire Warden & Contact No: _____

Name of Occupants / Staff	Evacuation Status (for official use during emergency)		
	Present	Absent	Remark

Submitted by: _____
Name & Designation

Signature & Date: _____