LANDSIDE ROAD WORK PERMIT

Type of Application : Road closure\(^1\) / Ext work with road closure\(^2\) / Oversized vehicle movement Others (please specify)

Project Title : ________________________________

Description of Works : ________________________________

Work Duration
Start Date : ____________________________ (DD/MM/YYYY)
End Date : ____________________________ (DD/MM/YYYY)

Work Timing
Start Time : ____________________________ (HH:MM)
End Time : ____________________________ (HH:MM)

Recurrence (please tick)
☐ Daily
☐ Weekly (please indicate the days below)
☐ Mon ☐ Tue ☐ Wed ☐ Thu ☐ Friday ☐ Sat ☐ Sun

Please provide a detailed work schedule if works span across different timings on different days

Name of Contractor ________________________________

Project manager ____________________________ (Name) ____________________________ (Contact No.)

Alternative contact ____________________________ (Name) ____________________________ (Contact No.)

Terms and Conditions
The applicant is deemed to have read through the Landside Roadway Manual and complied with the requirements. A Stop Work Order and / or Board of Inquiry will be carried out in the event of a safety breach and / or major accident(s) during the course of the work.

☐ The applicant understands the above and agrees to the Terms and Conditions.

<table>
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<tr>
<th>APPLICANT</th>
<th>ROADWAY UNIT</th>
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<tbody>
<tr>
<td>CAG Project Officer ____________________________</td>
<td>Approving Officer ____________________________</td>
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<tr>
<td>Signature &amp; Date ____________________________</td>
<td>Signature &amp; Date ____________________________</td>
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\(^1\) Road closures: Works that are ON the roadway and require road closure (e.g. excavation)

\(^2\) External works with road closure: Works that are NOT ON the roadway but require road closure (e.g. removal of street banners)
Location of Work: Please mark out the work zone on the map and supplement with pictures.
INSTRUCTIONS FOR APPLICATION OF LANDSIDE ROADWAY PERMIT

Please refer to the Landside Roadway Manual for the Terms & Conditions of Works in Landside
http://intranet.changiairport.com/documents/18/d476b583-b17b-4061-9508-a3d24eaa6ffe

1. The Landside Road Work Permit is applicable to all landside works at Changi Airport.

2. Please submit your application to the divisions on the Distribution List **at least five (5) working days**
   before the intended date of commencement of work.

3. Your application should consist the following:
   a) Landside Road Work Permit application form (this document)
   b) CAG Project Officer's Checklist (Annex B of the Landside Roadway Manual)
   c) Supporting documents (not exhaustive)
      • Method statement
      • Risk assessment
      • Contingency plan
      • Traffic management plan (compliant with LTA code of practice)
      • Traffic survey results (e.g. vehicle count, traffic study)
      • Vehicle route

   *For c), please read the Landside Roadway Manual to check the required supporting documents*

4. The work can only proceed after receiving approval from all divisions on the Distribution List.

5. If Class 5 vehicles are used for construction or delivery, please submit with this application the

6. The Contractor is to inform the Terminal Management Center (TMC) at 6307 8686 at the start and
   end of the work.
DISTRIBUTION LIST

1. Airport Operations
   Roadway Unit      roadway.unit@changiairport.com
   Kirk Chua         kirk.chua@changiairport.com
   Tan Yin Yun       tan.yinyun@changiairport.com

2. Master Planning
   Chee Kay Hyang    chee.kayhyang@changiairport.com

3. Civil
   Wong Sou Chun     wong.souchun@changiairport.com