To All Staff working in Block 1 & 2 of Airport Maintenance Centre

AIRPORT MAINTENANCE CENTRE (AMC) FIRE EVACUATION EXERCISE

Changi Airport Group (Singapore) Pte Ltd will be conducting an annual fire evacuation exercise on 20th September 2016 (Tuesday), 1100 hrs at Block 1 & 2 of AMC (Inclusion of Vehicle Workshop). In the event of inclement weather, the drill will be held between 1530-1630 hrs.

2. All tenants are advised to evacuate the premise upon hearing the fire alarm activation at 1100 hrs and proceed to the Assembly Area as shown in Annex A and return the updated floor register as shown in Annex B to AES Officer at the Assembly Area.

3. Please note this annual fire evacuation exercise is a statutory requirement under the Fire Safety Act. For further clarification on the exercise, please contact AES Fire Prevention Section at 65412535 or via e-mail at sher.akbar.khan@changiairport.com.

4. Please disseminate the content of this circular to all staff concerned.

5. Thank you.

SHER AKBAR KHAN
for SUPERINTENDENT, FIRE PREVENTION
AIRPORT EMERGENCY SERVICE
Annex A

Assembly Area: Open Space in Between Block 1 & Block 2
Annex B

FLOOR REGISTER

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

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: _______________________________

<table>
<thead>
<tr>
<th>Name of Occupants / Staff</th>
<th>Evacuation Status (for official use during emergency)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Present</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Submitted by: ____________________________________________________________

Name & Designation

Signature & Date: __________________________