AIRPORT EMERGENCY SERVICE

FIRE PREVENTION CIRCULAR

To All CAG Staff working in Terminal 2 Main Building Office

TERMINAL 2 FIRE EVACUATION DRILL-MAIN BUILDING (CAG OFFICE)

Changi Airport Group (Singapore) Pte Ltd would be conducting an annual fire evacuation drill on **10th March 2017 (Friday), 0945LT** at T2 Main Building. A table top exercise and fire warden briefing is scheduled on **01st March 2017 (Wednesday), 1600LT at the Auditorium**. All fire wardens attendance are compulsory.

2 Pre-recorded announcements would be broadcasted in selected zones via the Public Announcement (PA) system to inform everybody about the fire evacuation drill.

3 Please note this annual fire evacuation drill is a statutory requirement under the Fire Safety Act. For further clarification on the drill, please contact AES Fire Prevention Section at 65412535/66034315 or via email at muhd.khalifah.selamat@changiairport.com

4 Attached are the Assembly Areas to be used for this upcoming drill (Annex 1). During the exercise, after accounting for all staff, appointed Fire Wardens / Fire Assistants shall return the updated floor registers (Annex 2) to AES Officers at the Assembly Areas.

MUHAMMAD KHALIFAH BIN SELAMAT
for SUPERINTENDENT, FIRE PREVENTION
AIRPORT EMERGENCY SERVICE
Annex 1

Assembly Area 2C (T2 Coach Stand)

Assembly Area (T2 North Staff Carpark)
Airside Assembly Area (Parking Stand F30 & F50)

Parking Stand F50

Parking Stand F30
TO: Changi Airport Group (Singapore) Pte Ltd  
Airport Emergency Service  
P O Box 1  
Singapore Changi Airport  
Singapore 918141  
Fax No. 65457072

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:________________________

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<tr>
<th>Name of Occupants / Staff</th>
<th>Evacuation Status (for official use during emergency)</th>
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Submitted by: ____________________________________________________________