



To be displayed prominently on site

LANDSIDE ROAD WORK PERMIT

Date of submission: _____

Type of Application : Road closure¹ / Ext work with road closure² / 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.

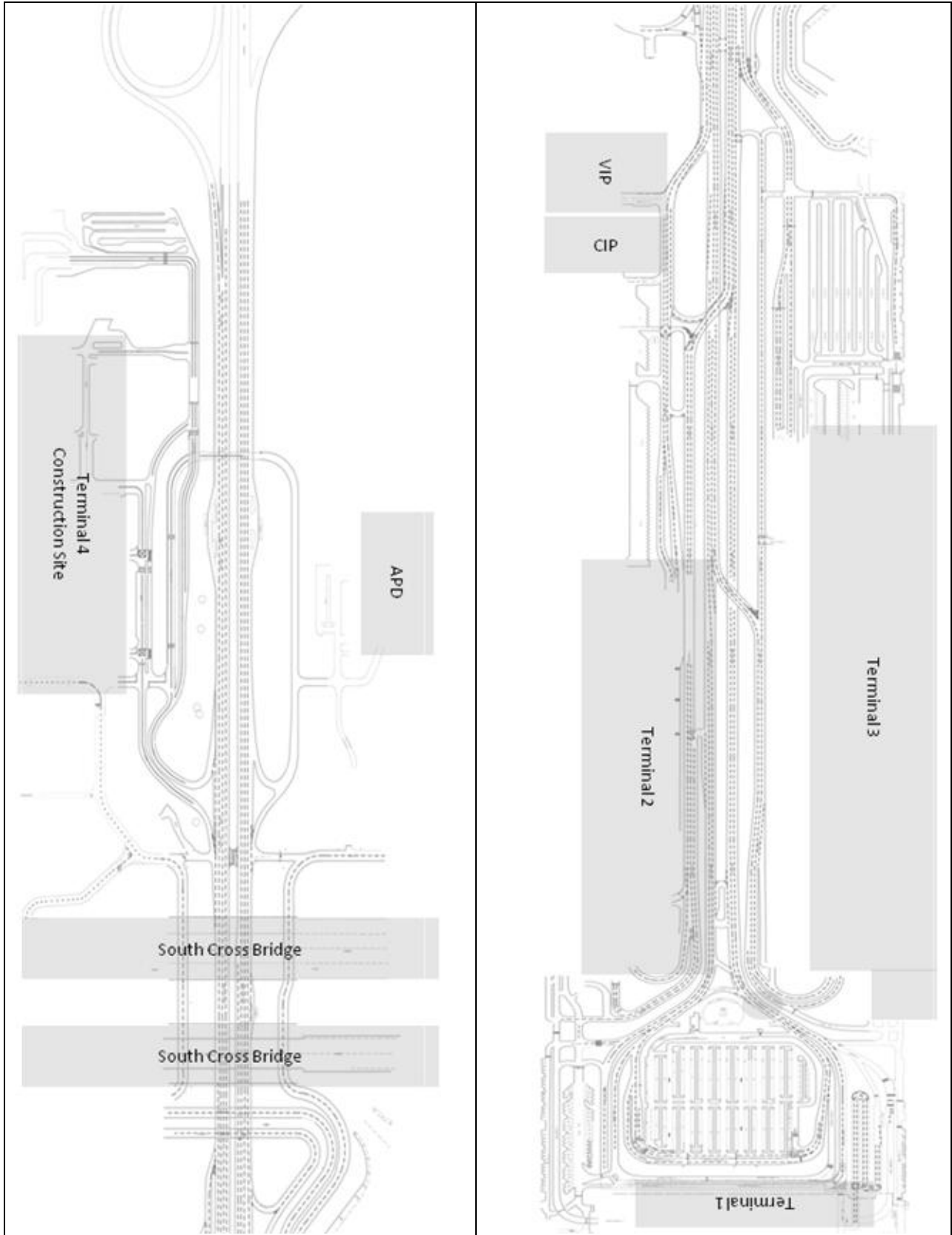
<u>APPLICANT</u>	
CAG Project Officer	_____
Signature & Date	_____

<u>ROADWAY UNIT</u>	
<input type="checkbox"/> Approved <input type="checkbox"/> Not approved	
Approving Officer	_____
Signature & Date	_____

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-a3d24eaa6ffc>

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 relevant information specified in Landside Roadway Manual.
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
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3. Civil

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