

No : 10/2014  
Date : 11 June 2014



## AIRPORT EMERGENCY SERVICE

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# FIRE SAFETY CIRCULAR

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To All Staff working in Cargo Agent Building 'D'

### **Cargo Agent Building "D" Fire Evacuation Drill**

Changi Airport Group (Singapore) Pte Ltd will be conducting an annual Fire Evacuation Exercise on **26 June 2014 (Thursday)** at 10 a.m. at Cargo Agent Building 'D'. A pre evacuation exercise / fire warden briefing is scheduled on **24 June 2014 (Tuesday)** from 1500hrs to 1600hrs at Cargo Agent Building 'E' Meeting Room # 05-11. Please send a representative from each department to attend this briefing.

2 In an effort to avoid panic and confusion for all, a pre-recorded announcement on the fire evacuation exercise will be broadcasted via the Public Announcement (PA) system before, during and after the exercise. Upon hearing instructions to evacuate over the PA system, all participants shall evacuate immediately in an orderly manner, guided by their fire warden(s) using the shortest possible routes and proceed to the designated assembly areas.

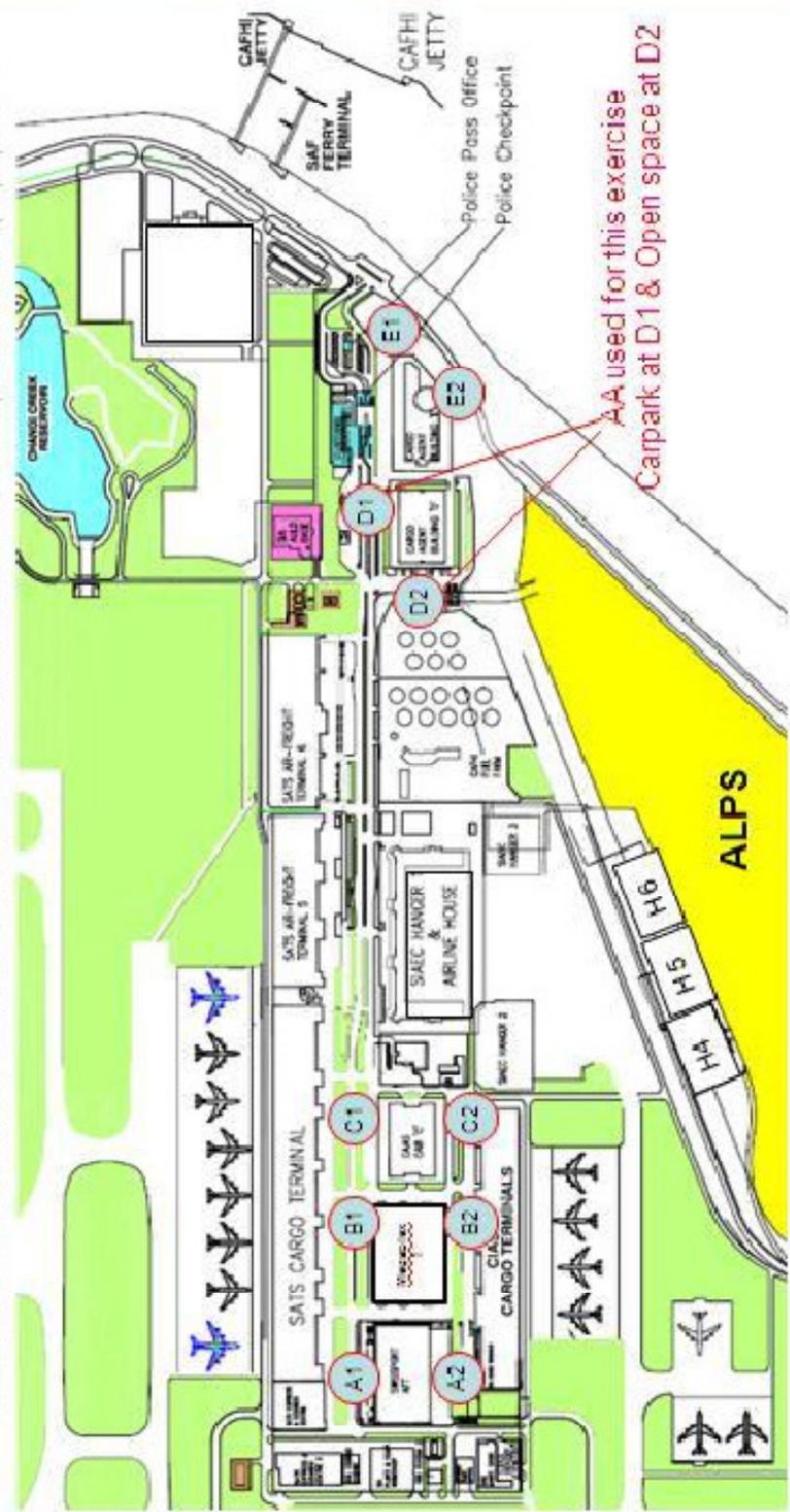
3. Attached are the assembly areas to be used for this exercise (Annex 1) and the floor register (Annex 2). Appointed fire wardens shall update their floor registers (Annex 2) and return them to AES Officer at the assembly areas during the exercise.

4. Please note that this annual fire evacuation exercise is a statutory requirement under the Fire Safety Act. We strongly encourage all staff to participate in this exercise. Please disseminate the content of this circular to all staff concerned. For further clarification on the exercise, please contact AES Fire Prevention Section at 65412535 or e-mail at [fire.safety@changiairport.com](mailto:fire.safety@changiairport.com).

WONG KIA HAN  
for SUPERINTENDENT, FIRE SAFETY  
AIRPORT EMERGENCY SERVICE

Attachment 1

ASSEMBLY AREAS FOR EVACUATION OF CARGO AGENT BUILDINGS – CAAS AFT, MEGAPLEX 1, C, D, & E



CAC ASSEMBLY AREAS

- A1: Carpark at the western side of the AFT
- B1: Open space at the western side of Megaplex 1
- C1: Carpark between CAB C and SATS airfreight terminal
- D1: Carpark fronting CAC custom checkpoint
- E1: Open carpark north of CAB E
- A2: Dolley parking area – eastern side of AFT
- B2: Open space at the eastern side of Megaplex 1
- C2: Carpark between CAB C and CIAS airfreight terminal
- D2: Open space in front of CAB D main entrance
- E2: Roadway Outside CAB E main entrance

AA used for this exercise  
Carpark at D1 & Open space at D2

