

No : 23/2014  
Date : 11 December 2014



## AIRPORT EMERGENCY SERVICE

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# FIRE PREVENTION CIRCULAR

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To all Staff and Tenants at T3 Transit Level 3

### **FIRE EVACUATION WALKTHROUGH FOR TERMINAL 3 TRANSIT LEVEL 3 ON 23 DEC 2014**

Changi Airport Group (Singapore) Pte Ltd will be conducting a fire evacuation walkthrough exercise on **23 December 2014** from **10am to 11am** at Terminal 3 Transit Level 3. This exercise will only involve airport staff and tenants residing at Terminal 3 Transit Level 3 premises. The fire warden briefing and a table top exercise will be held on 18 December 2014 from 1000hrs to 1100hrs at **CAG Meeting Room A (located at Terminal 2, level 3, Airport Management Cluster Office, Unit #036-053)** (refer to Appendix A). The fire warden briefing agenda includes sharing of the exercise objectives and reinforcement on the roles of appointed fire wardens during the evacuation.

2 During the evacuation walkthrough, all participants will be briefed and guided along the evacuation route to the nearest escape staircases, which will eventually lead them to the designated assemble areas (refer to Appendixes B & C). The appointed fire wardens are required to update the floor register (refer to Appendix D) and submit it to the AES Officer present at the Assembly Areas during the exercise.

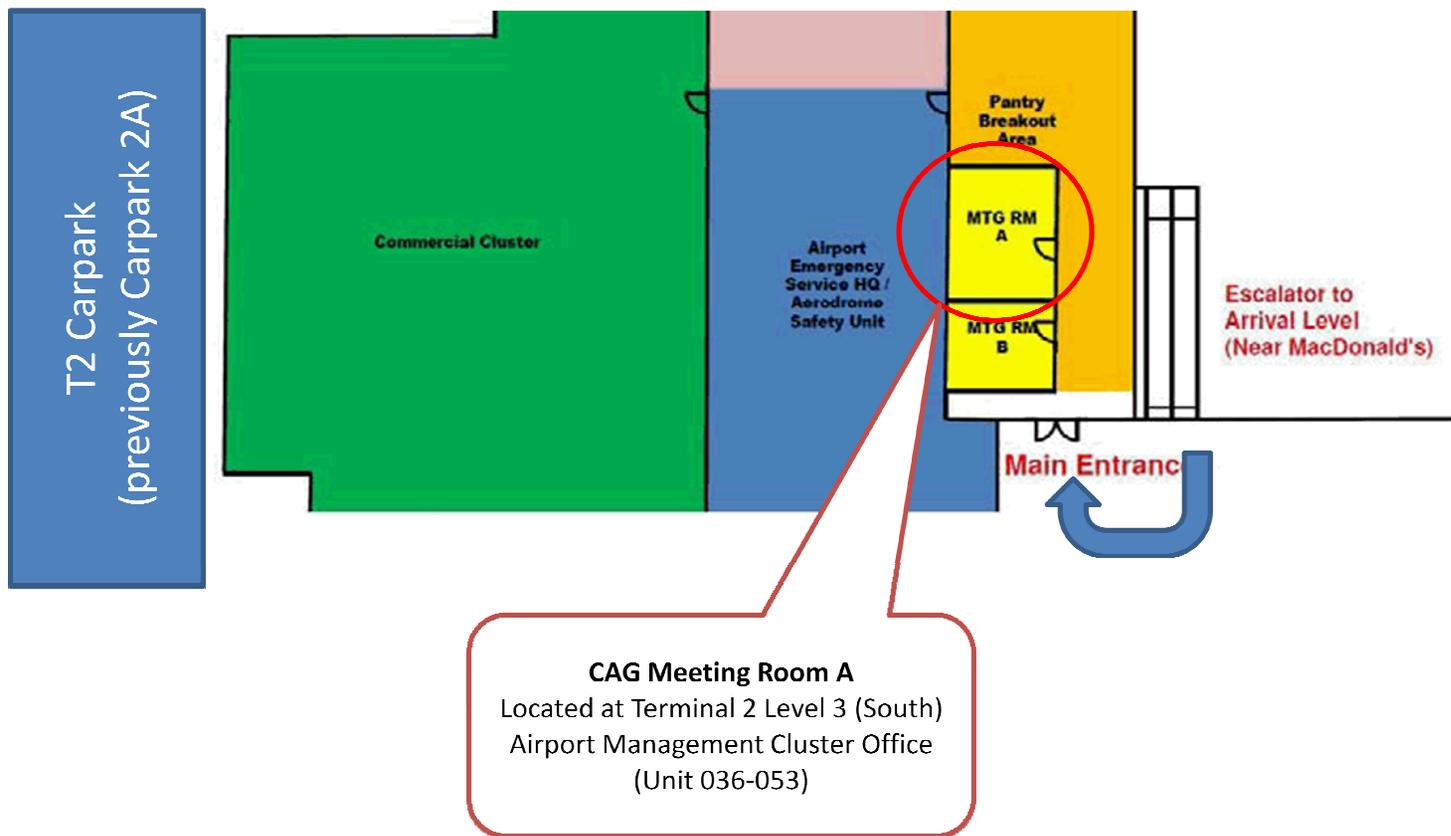
3 The annual fire evacuation exercise is a statutory requirement under the Fire Safety Act. For the safety interest of your staff, we strongly encourage all staff to participate in this exercise to familiarise them with the evacuation procedure. Please disseminate the contents of this circular to all staff concerned. For clarifications on the exercise, please contact AES FPS at 65412535 or at [fire.safety@changiairport.com](mailto:fire.safety@changiairport.com).

NG KENG LYE  
for DEPUTY SUPERINTENDENT, FIRE PREVENTION  
AIRPORT EMERGENCY SERVICE

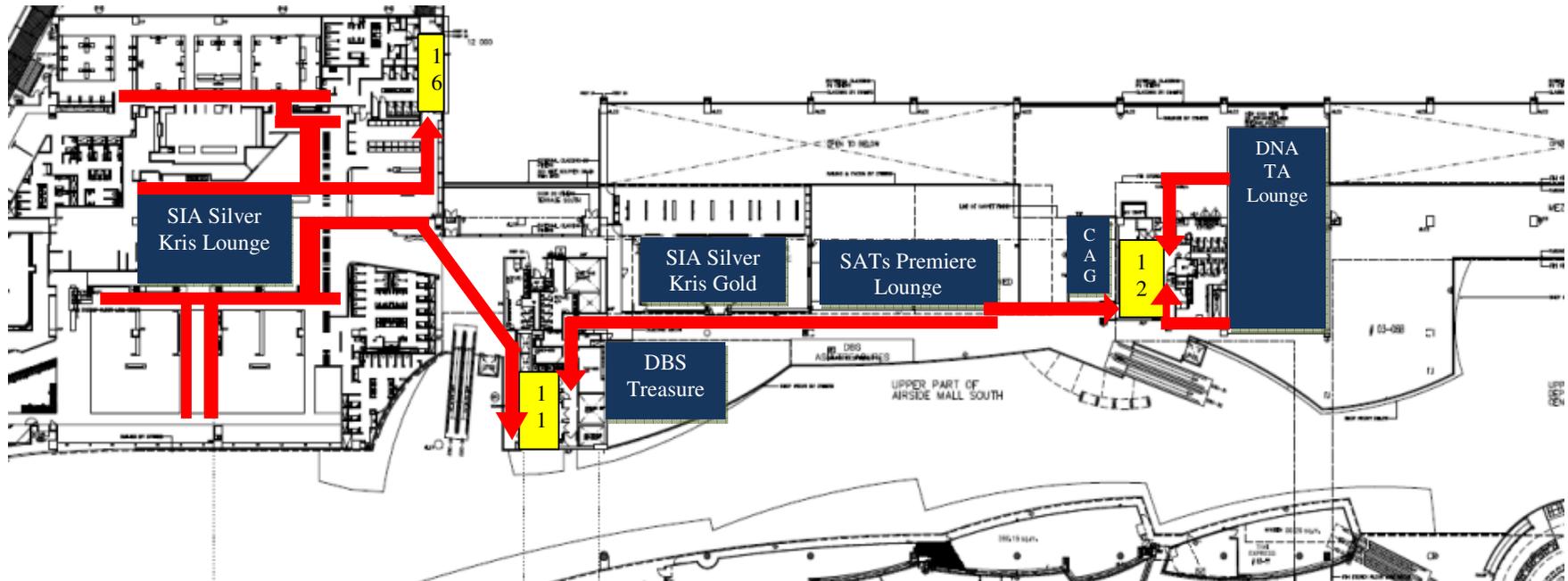
Enclosures:

- Appendix A - Direction to CAG Meeting Room A for Fire Warden Briefing
- Appendix B – Evacuation Route for T3 Transit Level 3 Tenant
- Appendix C - Assembly Areas for T3 Transit Level 3 Tenant
- Appendix D - Floor Registry

### Direction to CAG Meeting Room A for Fire Warden Briefing



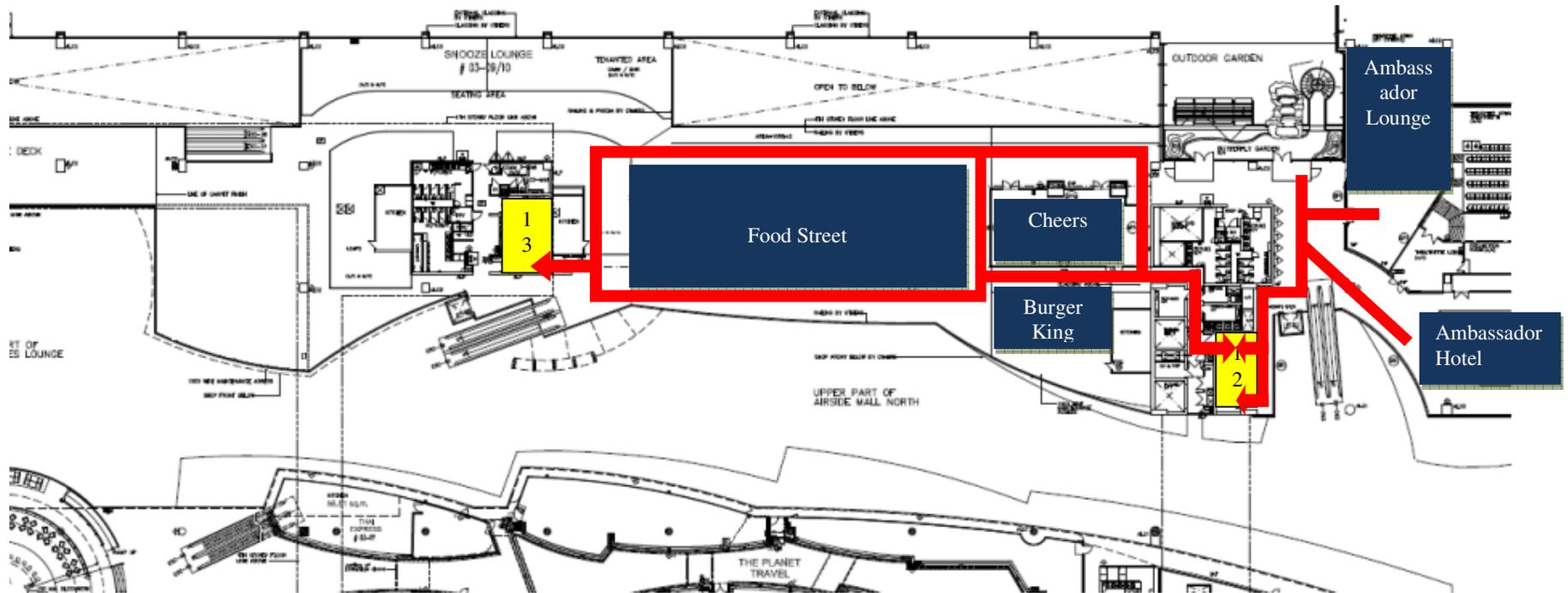
EVACUATION ROUTE FOR T3 TRANSIT LEVEL 3 SOUTH



**Legend**

	Emergency Escape Staircase
	Emergency Escape Route

EVACUATION ROUTE FOR T3 TRANSIT LEVEL 3 NORTH



**Legend**

	Emergency Escape Staircase
	Emergency Escape Route

ASSEMBLY AREA FOR T2 NORTH FINGER PIER OCCUPANTS

