

No : 03/2015  
Date : 06 March 2015



## AIRPORT EMERGENCY SERVICE

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# FIRE PREVENTION CIRCULAR

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To Airport Staff and Partners,

### **PLACEMENT OF 45 LITRES AQUEOUS FILM FORMING FOAMS (AFFF) TROLLEY FIRE EXTINGUISHER AT ALL AIRCRAFT PARKING BAYS IN CHANGI AIRPORT**

To align with CAG's ongoing effort to enhance safety within the airside, one unit of 45 litres AFFF trolley fire extinguisher will be placed at every aircraft parking bays at Changi Airport progressively from March 2015 and will be completed by May 2015. The trolley fire extinguisher will be an initial intervention in the event of a fuel fire during aircraft ground servicing. Ground Servicing Personnel may use the trolley fire extinguisher prior to AES arrival, without compromising personal safety.

2 Initial training on the use of trolley fire extinguisher will be provided for ground handling agents starting April 2015. The training will cover operations of trolley fire extinguisher (see Annex A – Trolley Fire Extinguisher Operation), effective extinguishing methodology and identifying classes of fire. AES Fire Prevention Section (FPS) will be arranging the training sessions through the respective GHAs' safety representatives. These sessions will be conducted by the supplier of the trolley fire extinguisher. After 16 complimentary training sessions, AES FPS and Airside Operations will conduct a survey on administrative matters and training regime. Appointed GHA's safety manager/officer shall reply to AES FPS via email at [fire.safety@changiairport.com](mailto:fire.safety@changiairport.com) before 15 March 2015.

3 For the interest on airside safety, we strongly encourage active participation to familiarise the community with the readily available trolley fire extinguisher located at every aircraft parking bay. Please disseminate the content of this circular to all staff concern. Annex B showed the Dos' & Don'ts on the use of the trolley fire extinguisher.

4 For more information, please contact AES FPS at 6541 2535 or email to [fire.safety@changiairport.com](mailto:fire.safety@changiairport.com).

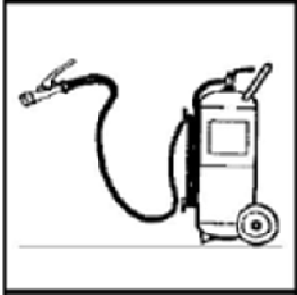
NG KENG LYE  
for DEPUTY SUPERINTENDENT, FIRE PREVENTION

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**Annex A – Trolley Fire Extinguisher Operations**

In the event of fire, do follow the operating instruction described on the trolley fire extinguisher label.

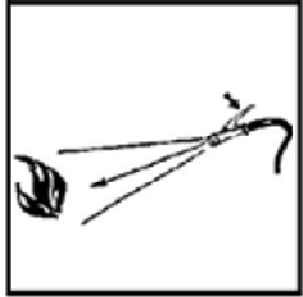
**1** Keep extinguisher upright and uncoil hose



**2** Pull out safety pin and open the valve fully



**3** Squeeze lever. Sweep from side to side at the base of the fire.



## **Annex B – Do's and Don'ts on the trolley fire extinguisher usage**

### **Do:**

- Use the trolley fire extinguisher involving only Class A (solid materials) and Class B (flammable liquid) fire.
- Do approach the fire from upwind position.
- Be familiar with the trolley fire extinguisher operations before attempting to fight the fire.
- Ensure that the trolley fire extinguisher is properly covered by the canvas cover.
- Report to AES at Tel: 6541 2526 if the trolley fire extinguisher is missing from the designated location, damaged or defects to any part of the trolley fire extinguisher.
- Prompt your colleague to notify AES at Tel: 6541 2525 while you attempt to extinguish the fire.
- Ensure your own safety before you attempt to extinguish a fire.

### **Don't:**

- Do not obstruct the trolley fire extinguisher movement path.
- Do not move the trolley fire extinguisher from the designated location unless for emergency use.
- Do not remove the canvas cover unless for emergency use.
- Do not use the trolley fire extinguisher on energized electrical equipment fire.
- Do not rush to fight the fire without assessing the situation.
- Do not misuse of the trolley fire extinguisher.
- Do not attempt to fight the fire if the fire starts to spread.