

No : 16/2015  
Date : 13 November 2015



## AIRPORT EMERGENCY SERVICE

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# FIRE PREVENTION CIRCULAR

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To All Staff working in Megaplex 1

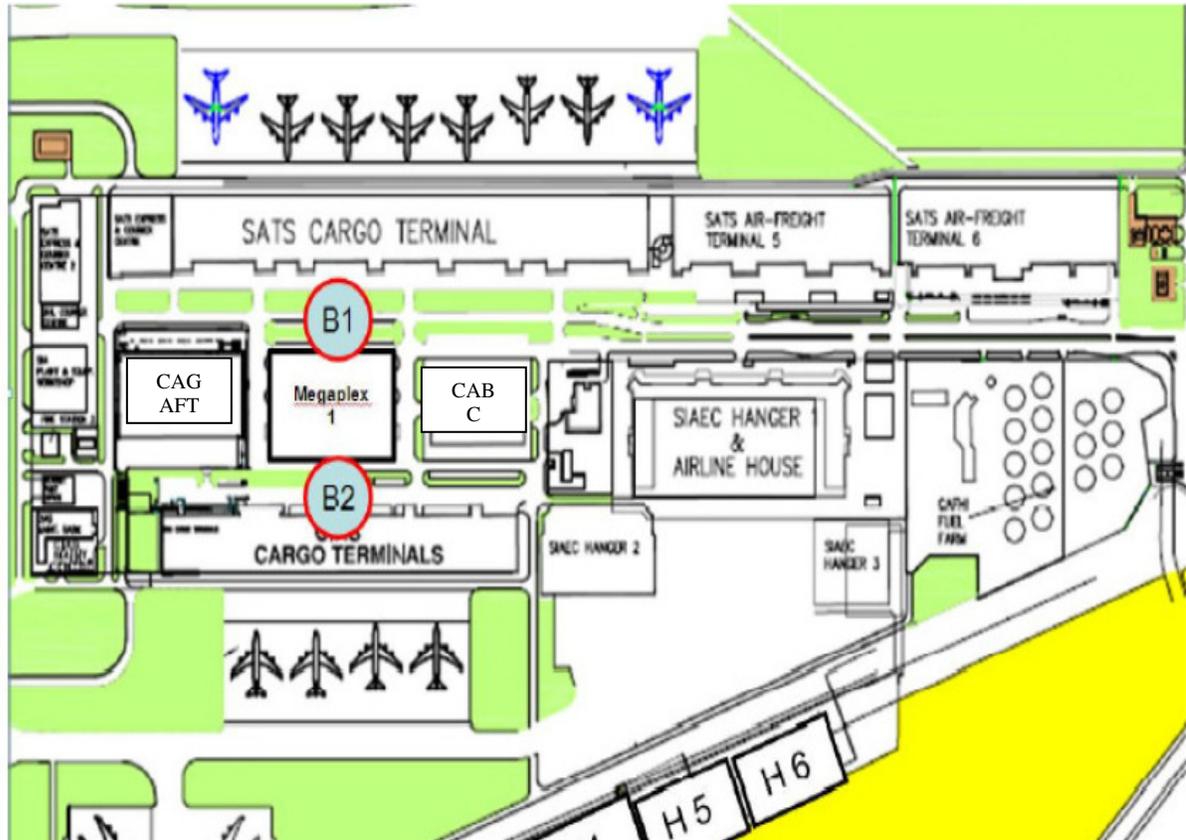
### MEGAPLEX 1 FIRE EVACUATION DRILL

Changi Airport Group (Singapore) Pte Ltd will be conducting an annual fire evacuation drill on **10 December 2015 (Thursday), 1000hrs** at Megaplex 1. In the event of inclement weather, the drill will be held between 1500-1600 hrs. A table top exercise and fire warden briefing is scheduled on 9 December 2015 (Wednesday), 1500 hrs at Megaplex 1 Meeting Room #05-06. Please send a representative from each department to attend this briefing.

2. A pre-recorded announcement on the fire evacuation drill will be broadcasted via the Public Announcement (PA) system to avoid panic and confusion for all.
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 or via e-mail at [fire.safety@changiairport.com](mailto:fire.safety@changiairport.com).
4. Attached are the Assembly Areas to be used for this upcoming drill (Annex 1). Appointed fire warden / assistant fire warden shall update their floor registers (Annex 2) and return the hard copies to AES Officers at the Assembly Areas during the exercise after a headcount has been conducted.
5. Please disseminate the content of this circular to all staff concerned.
6. Thank you.

SHER AKBAR KHAN  
for DEPUTY SUPERINTENDENT, FIRE PREVENTION  
AIRPORT EMERGENCY SERVICE

**Assembly Areas at Megaplex 1**



B1: Open space at the western side of Megaplex 1

B2: Open space at the eastern side of Megaplex 1

