REGISTRATION INFORMATION FOR MOBILE BOWSER OPERATOR

Air Cargo Ops – Amended Sept 2016
NOTICE ON REGULATORY CHANGES

• The Air Cargo Operations (ACO) Office will be rolling out a registration framework from **after 30th of April 2016** to regulate mobile bower within CAC to meet safety, access and environmental requirements.

• All mobile petroleum & diesel bowsers shall henceforth be required to register with the ACO Office to obtain CAC access licences. All mobile bowsers (inc. Ground Handler & CAFHI units) will **NOT BE EXEMPTED** from this registration framework.

• Operator whom faces difficulty meeting the registration requirement by **1st May 2016** may contact CAG Air Cargo Ops team for alternate provisional arrangements.
NOTABLE DIFFERENCES / IMPACT

With effect from 1st May 2016 onwards:

• All mobile bowser transport operator must be a valid airport pass holder and to be duly endorsed by a CAC relevant company.

• All mobile bowser transport operator must be able to furnish access licenses for all necessary personnels and for vehicle at CAC appointed entry-point for verification.

• Mobile bowser transport operator may be subjected to audit checks for required equipment. Failure to comply or meet requirement will result in immediate eviction from CAC and debarment from entry.

• All access licences and permits will be valid in accordance to other supporting documents by authorities. Renewal / reapplication is required for continued access.
INFORMATION AT A GLANCE

WHAT?
• Regulation of Mobile Bowser Service to improve safety and operating environment.

WHERE?
• Entire Changi Airfreight Centre and access via CAC & ALPs entrance only.

WHOM AFFECTED?
• All mobile bowser operators (inc. GHAs, External Firms etc.)
• Freight forwarding community whom rely on refueling services.

HOW AFFECTED?
• Mobile bowser operators will be required to register with CAG ACO office & non-registered operators will be denied entry. Registration is free.

WHEN AFFECTED?
• The new regulations shall be effected on 1st May 2016. Operators are encouraged to start compliance process early to prevent disruption to access.

WHY REGULATE?
• To ensure compliance with state regulations (SCDF & other authorities).
• To improve safety and exercise due responsibilities for all stakeholders in CAC.
Layered regulatory approach is adopted to enhance safety and compliance.

The Green and Orange portion is already met by operators and CAG merely request document copies for compilation, validation and enforcement purposes.

For cases where special waiver has been obtained from SCDF, please declare as such accordingly in application.
4 TYPES OF REGISTRATION FORMS

FORM A: TRANSPORT VEHICLE OPERATOR APPLICANT DETAILS

FORM B: MOBILE BOWSER TRANSPORT VEHICLE DETAILS

FORM C: OPERATOR BUSINESS INFORMATION

FORM D: INDEMNITY NOTE

To be filled up for each and every mobile bowser and driver / operator accessing Chang Airfreight Centre

To be filled up only once for record purposes, once a year.
4 TYPES OF REGISTRATION FORMS

Instruction Sheet

Form A

Form B

Form C - Part 1

Form C - Part 2

Form D
REGISTRATION PROCESS

**Step 1:** Obtain form from CAG Air Cargo Web-site or contact CAG ACO Team

**Step 2:** Fill up form, obtain necessary endorsement, prepare supporting document.

**Step 3:** Send in application duly completed for processing via email at: cacfeedback@changiairport.com

**Step 4:** Await email or telephone confirmation from CAG on application.

**Step 5:** Collect valid licenses from CAG representative office.

**Step 6:** Produce relevant vehicle and personnel licenses upon entry to security officers for verification

**Step 7:** Enter Changi Airfreight Centre
OPERATOR LICENCES & BOWSER LICENCES

Mobile Bowser Vehicle License

- Take **up to 5 working days** to process if everything is in order.
- To be furnished for inspection on entry upon issuance by CAG.
- Applicants will be informed when paper work is ready for self collection.