

In An Emergency

At CCT, the safety of our Tenants takes precedence over all other considerations.

While we uphold the highest standards of operational safety when it comes to facility and building management, everyone must still be prepared for emergency and crisis situations.

To assist our Tenants in their preparation, we have compiled the following emergency plans according to the guidelines established by the Singapore Civil Defence Force:

1. Fire Emergency Plan (FEP)
2. In-Place Protection Plan (IPP)

A copy of both documents is given to each of your Fire Warden. It is the responsibility of the Fire Wardens to be familiar with the FEP and IPP, and communicate the safety procedures to the rest of the company.

In particular, we draw your attention to the following:

1. Notify the 24-hour Fire Command Centre (FCC) Hotline immediately of any emergency. **Reference R1 – List of Useful Numbers** contains the FCC hotline number of your property.
2. **Fire**
The instruction for evacuation will be announced over the Public Address System or any other approved communication channel. All Tenants should evacuate the building using the nearest staircase and proceed to the designated assembly area set out in **Reference R3 – Site Plans of Assembly Points**. Do not use the lifts.
3. **Medical Emergency**
Alert your Tenant Service Centre (TSC) if you have called for an ambulance. TSC will expedite the movement of emergency vehicles and medical service providers by clearing the driveway, facilitating building access and holding the passenger lifts. We also draw your attention to the SingHealth website for the GP listing: <http://www.singhealth.com.sg/PATIENTCARE/GP/Pages/Home.aspx>
Note:
Whilst we strive to assist in medical emergencies, we do so on a Good Samaritan basis only. Accordingly, the owner and management (and their employees and agents) shall not be regarded as having assumed or owing a duty of care or other responsibility towards persons in medical emergencies, and no claim shall be made against the same for any personal injury or other loss suffered or incurred arising from such assistance or alleged failure to assist.
4. **Power Failure**
The building has standby generators (not applicable to Bugis Village) to provide emergency power supply to common corridors, access ways and staircases. Tenants are advised to keep a supply of battery-operated flashlights handy. Contact TSC for further assistance.
5. **Lift Breakdown**
Contact FCC or TSC.

We seek your assistance to disseminate this information to all your employees and give your fullest support in mitigating the injuries and losses during an emergency.