

**The Civil Aviation Authority of Singapore (CAAS)  
Code of Practice for Terminal Safety**

**- Advisory Guideline -**

**What this Code is about**

- 1 The CAAS Act provides for the CAAS to issue a code of practice with respect to the operation of an airport and the quality of airport services and facilities.
- 2 The CAAS had issued the CAAS Code of Practice for Terminal Safety to the airport licensee operating Changi Airport and Seletar Airport (“airport licensee”) on 9 April 2020. The intent was to regulate and promote the safety of terminal operations at Changi Airport and Seletar Airport to ensure the safety of persons and property at those airports.
- 3 The CAAS will monitor and enforce the requirements under the Code with the aim of ensuring a high level of standard is maintained for terminal safety.
- 4 The following paragraphs outline the main provisions of the Code.

**Review and amendment**

- 5 The CAAS may from time to time review and amend the Code to ensure its continued relevance taking into account developments and changes in the operating landscape. Consultation with the airport licensee will be done as part of the review process. Where the CAAS has made amendments, a notice that the amendments had been made shall be published.

**Duty of airport licensee**

- 6 The Code sets out the airport licensee’s obligation to notify and report on incidents, to investigate incidents, to document internal actions, to rectify deficiencies and carry out record keeping.

**Inquiry**

- 7 The Code sets out the inquiry process in the event of a potential contravention of the Code by the airport licensee.

**Appeals**

- 8 The airport licensee aggrieved by any direction or decision of the CAAS in relation to the Code may appeal to the Minister in accordance with the CAAS (Appeals to Minister) Rules 2009.

## **Advisory guideline**

9 This advisory guideline provides a summary of the key provisions of the Code. In the event that any of the parts of this guideline is inconsistent or incompatible with the provisions the Code, the provisions of the Code issued to the airport licensee shall prevail.

Dated 22 April 2020