

Renewal of Airfield Driving Permit (ADP)

Ensure all details filled up in Section A



Application for Renewal of Airfield Driving Permit				
Section A – Personal Particulars (all fields to be completed by applicant)				
Name (in block letters) as indicated in NRIC/Work Permit		NRIC / FIN No.	Date of Birth	Gender (circle) Male / Female
Designation		Nationality	Mobile Number	Office Telephone
Singapore Driving License (circle) 3 / 3A / 3C / 3CA / 4 / 5 / F	Foreign Driving License Issued Country:	Airside Internal License 3T / 4T / 4D / 5S	PLB Class A / B	CAT 1 YES / NO
Self-Check List for Applicant	(please tick)	Self-Check List for Applicant	(please tick)	
NRIC/Work Permit (front & back)		Refresher Course Cert		
Airport Pass (front)		Medical Cert (65 years old and above)		
State Driving License (front & back)		CAT 1 Approval Letter (if applicable)		
Airfield Driving Permit (front & back)				
I hereby declare that the information given by me is true and correct. I understood and agreed to abide by the conditions stated overleaf, in Civil Aviation Authority of Singapore (CAAS) By-Laws (2009), Airside Driving Theory Handbook and any amendments issued (e.g. Airside Safety Notice, Airside Operations Notice, etc.) from time to time. I shall surrender my Airfield Driving Permit (ADP) to Changi Airport Group (S) Pte Ltd if my state license has been revoked by Singapore Traffic Police / Regulatory Authority and prior my resignation from service. I am fully aware that -				
(a) no person shall drive a vehicle of any description (other than a vehicle used for transport by a disabled person) within the airside unless he is the holder of a valid airfield driving permit authorising him to drive a vehicle of that description within the airside				
_____ Signature of Applicant		_____ Date of Application		
Section B – Endorsement & Declaration by Employer and/or Airport Agency				
By signing on this Form, I, on behalf of my company, support this application, agreed to the Conditions of Application (as stated overleaf), verified that the details of the applicant, supporting documents given are true and correct. I undertake to comply with the provisions in the CAAS By-Laws (2009) and Airside Driving Theory Handbook, including any amendments issued (e.g. Airside Safety Notice, Airside Operations Notice, etc) from time to time. I shall ensure that the applicant understood the conditions stipulated in this form and surrender his/her ADP to CAG if he/she has resigned from service. I am fully aware that no person shall -				
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I hereby agree that the company shall indemnify and hold harmless CAG its officers and employees against any and all loss or damage to property or bodily injury or death sustained and legal fees and costs incurred by it or them or any third party whether or not by reason of any act omission neglect or default of the Applicant during the course of or consequent to the administering or conduct of the test.				
_____ Name, Designation & Signature of Employer	_____ Company Stamp & Date of Endorsement	_____ Email Address & Contact No.		
_____ Name, Designation & Signature of Airport Org. (if applicable)	_____ Company Stamp & Date of Endorsement	_____ Email Address & Contact No.		

Renewal of Airfield Driving Permit (ADP)

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_____	_____	_____	_____	
Name, Designation & Signature of Employer	Company Stamp & Date of Endorsement	Email Address & Contact No.		
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Self-checklist to assist you to attach all the necessary documents



Renewal of Airfield Driving Permit (ADP)

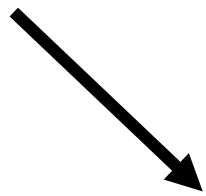
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Sign off to declare all information provided is true and accurate →

Renewal of Airfield Driving Permit (ADP)

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_____ Signature of Applicant		_____ Date of Application		

Sign off by supervisor to support the need for renewal



Sign off by Airport Organisation who engaged your service



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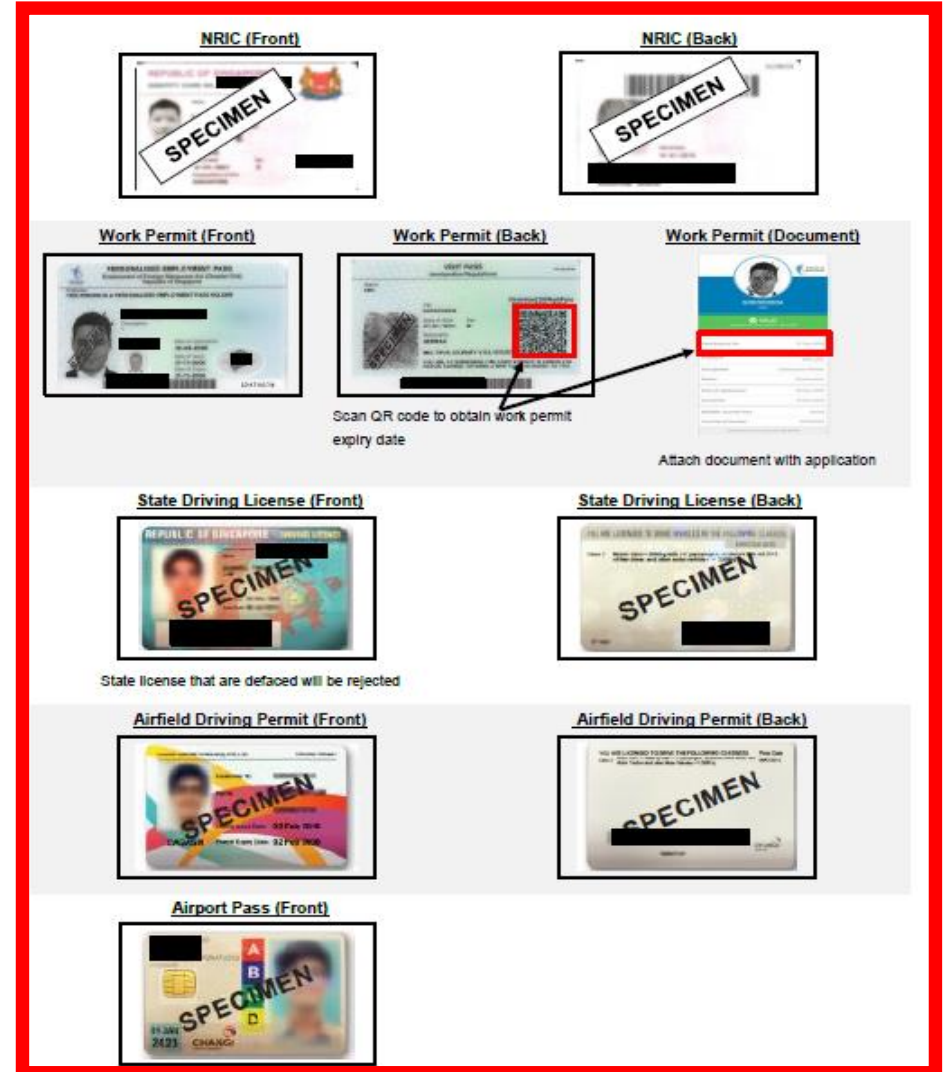
*Airport organisation here refers to companies that are involved in supporting airfield operations, regulation, security, airlines and aircraft manufacturers. These companies include; government agencies (MHA, MINDEF, RSAF, etc.), Airport Operator- CAG, Airport Regulator- CAAS, ground handling agents (SATS & dnata), SIAEC, airlines, MROs, refueling companies, etc. Sub-contractors of the ground handling agents are not allowed to endorse the ADP application.

Renewal of Airfield Driving Permit (ADP)

Ensure documents not defaced

Attached the following document

1. NRIC or Work Permit (scan QR code and print document) (front and back)
2. State Driving License (front and back)
3. Airfield Driving Permit (front and back)
4. Airport Pass (front only)
5. Airfield Rules and Regulations Refresher Course / PLB Refresher Cert (valid for 3 months)
6. Medical Cert (65 years old and above, valid for 3 months, stating 'Fit to Drive')
7. CAT 1 Approval Letter (for CAT 1 holders, original copy)

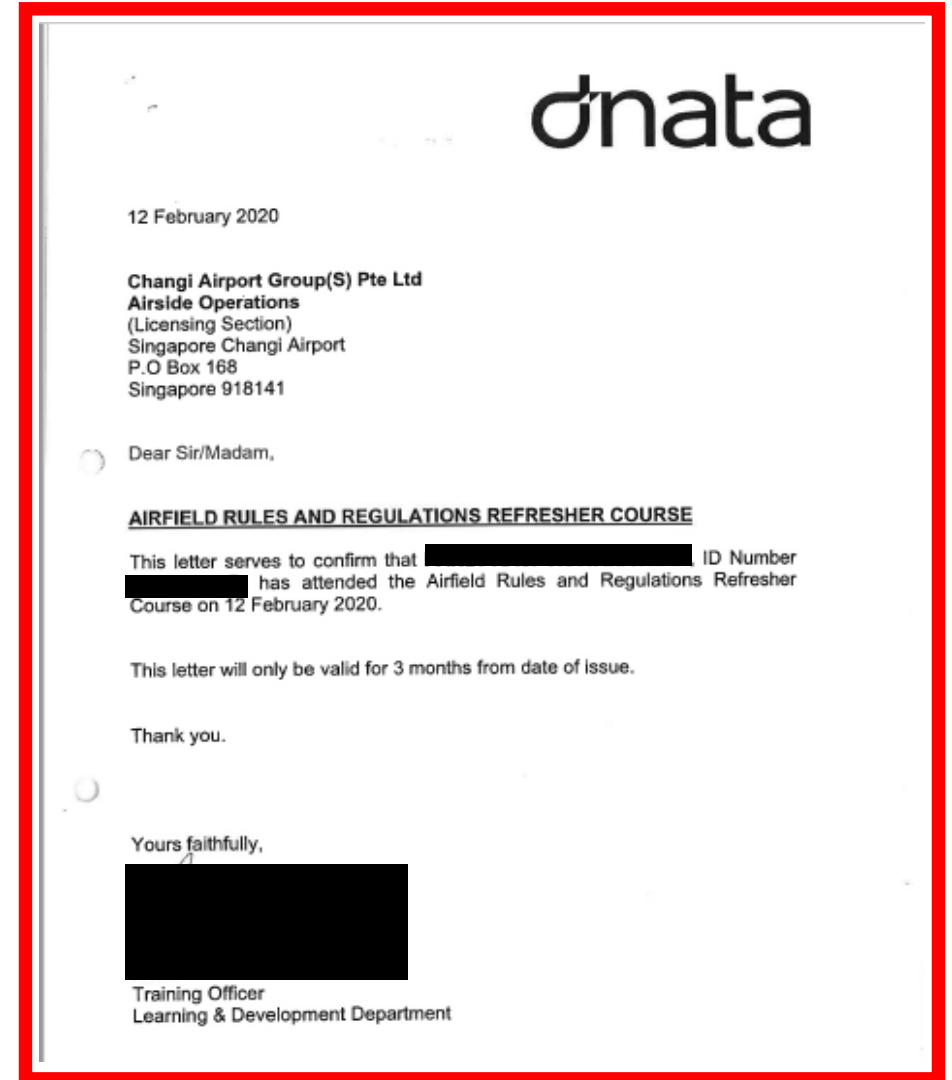


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2. The applicant is physically and mentally
• ~~Fit / Unfit~~ for driving (in airport)
(Job / Course / Activity)

Remarks: ~~no history of diabetes and high blood pressure.~~
Fit / ~~Unfit~~ for Airfield Driving Permit

Remarks:
I certify that I have this day examined and identified the patient who is the applicant named above. From the medical history given and the clinical examination done, I am of the opinion that the above patient is fit to work as a airfield driver, as at the time of consultation.

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CHANGI
airport group

Date: 12 February 2020

Airside Driving Centre (ADC)
Airside Management
Changi Airport Group (S) Pte Ltd
Singapore Changi Airport

APPLICATION FOR CATEGORY ONE (CAT 1) AIRFIELD DRIVING PERMIT (ADP)

Dear Sir/Madam,

This letter is to inform you that the following staff attached to Airside Management Safety Inspection Team and would like to renew his Category One (CAT1) Airside Driving Permit (ADP) to enter the maneuvering areas for his daily deployment.

S/N	Name	NRIC no
1		

CHANGI
airport group

Renewal of Airfield Driving Permit (ADP)

ADP Renewal Process

1. Drop your documents into the drop box provided in ADC
2. Successful applications will be notified via mobile message service WhatsApp.
3. Incomplete forms will be rejected. Rejected application will not be returned.
4. Permits expires more than two (2) years would be required to retake ART and ADSCT
5. Payment by Mastercard/Visa only

