



MEDIA RELEASE

28 April 2003

Dear Customers and Partners,

Daily Temperature Monitoring at Suntec Singapore

We would like to keep you informed that we have implemented the daily monitoring of body temperature, in addition to the other many precautionary measures in place. This extra precautionary measure has been effective from 28 April 2003.

The daily temperature monitoring is applicable to the following categories:

1. All Permanent and Contract Employees
2. All Casual Employee
3. All Long -term Contractors and Sub -contractors
4. All Suppliers, Delivery Personnel, Service and Maintenance Personnel

Details of the process for each category are attached as Appendix 1 for your reference and information.

While we strive to continually provide a healthy and safe environment for all our customers, partners and employees, we hope that you will bear with any minor inconveniences resulting from this additional precautionary measure.

Please feel free to contact us if you have any queries or feedback.

Yours sincerely,
Warren Buckley
Chief Executive Officer

APPENDIX 1

1. Process for Permanent & Contract Employees

- All Suntec Singapore's permanent and contract employees have been given personal digital clinical thermometers.
- Their temperatures are taken twice a day - once at the beginning of the workday and the other reading is taken five to six hours later.
- All department managers will monitor the temperature readings of their staff on a daily basis, while assigned personnel will in turn monitor the department managers' temperatures.
- Any temperature readings above 37.5 degree Celsius will be reported to the Management for recommended action. Temperature charts are submitted to Human Resource Department monthly.

2. Process for Casual Employees

- Before Casual employees are allowed to commence work at any event, they are required to fill in a health declaration form and have their temperatures taken at the pass office by security officers.
- Any casual employee who does not meet the health requirements will not be permitted to work.
- All documentation for casual workers is kept on file, by event and date, should there be a need for future reference.

MEDIA RELEASE

3. Process for Long-term Contractors/Sub-contractors

- All contractors have been given personal clinical thermometers. The body temperature of all contract personnel are taken twice a day - once at the beginning of the workday, at the pass office by security staff before commencing work in the Centre, and the other reading five to six hours later.
- All temperatures taken are recorded on a temperature chart, which is submitted to the HR Department at the end of every month.
- Any contractor who does not meet the health requirements will not be allowed into the Centre.

4. Process for Suppliers / Delivery Personnel / Service & Maintenance Personnel

- All suppliers, delivery personnel, service and maintenance personnel to Suntec Singapore are required to have their temperatures taken prior to being allowed entry into the Centre.
- Any Supplier / Delivery Personnel / Service & Maintenance Personnel who does not meet the health requirements will not be allowed into the Centre.