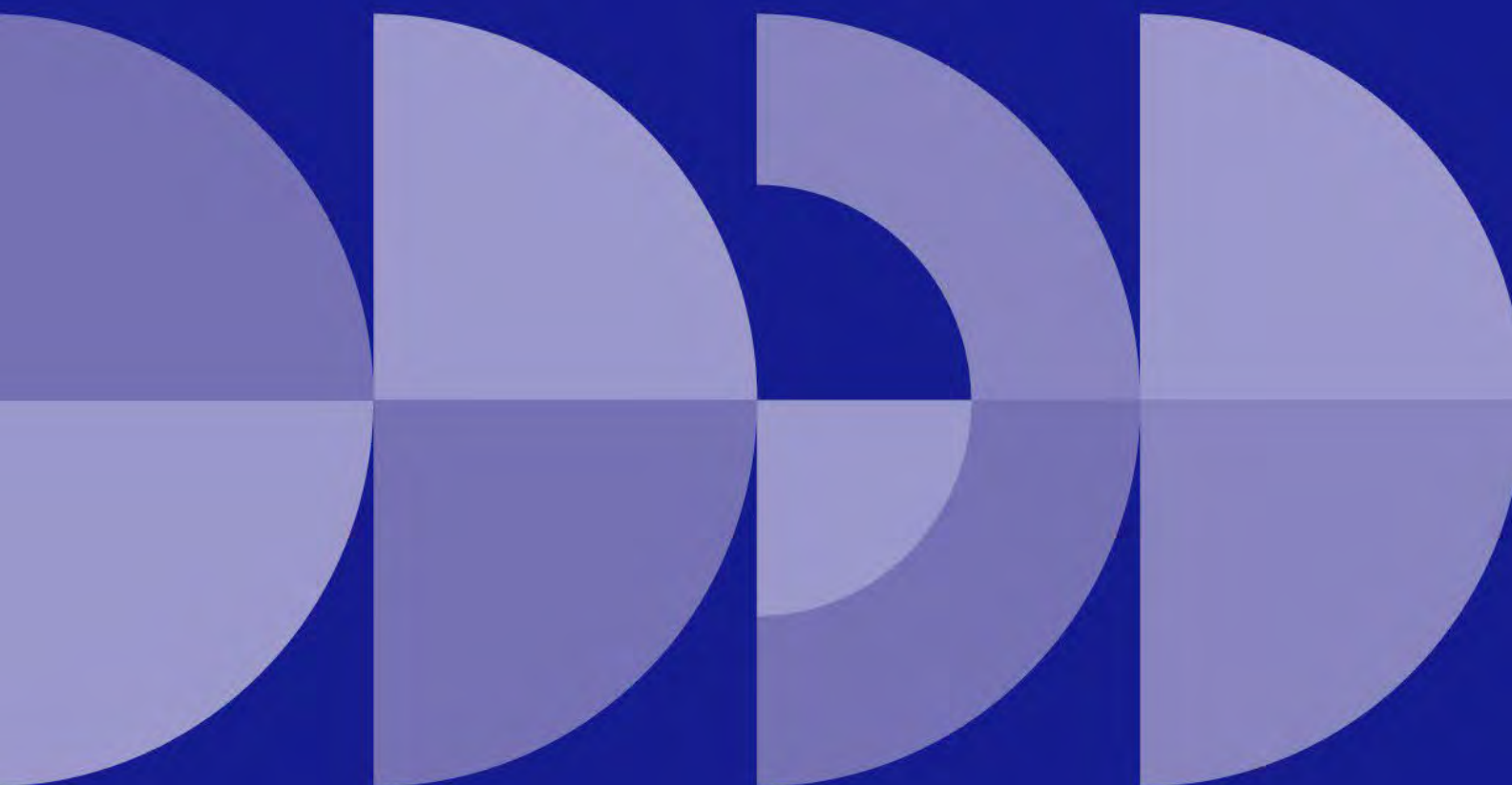


Evacuation Scheme - ITB

Fire and Emergency New Zealand (Fire Safety, Evacuation Procedures, and Evacuation Schemes) Regulations 2018



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AKL Contacts for Manual Amendments

Contacts for changes, amendments to the manual or questions regarding the system set out in this document or training should, in the first instance, be referred to compliance@aucklandairport.co.nz or either:

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Each Zone Warden (relevant zone).

Review Process

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Content Review Date:	Reviewer:	Document Numbers evidencing review:	Amendment Date:	Doc Owner:	Document Numbers evidencing doc owner approval of content of the amended Manual:	Date of approval:
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Nov 2025 – Mar 2026	Nastajja Bourke, Robin Cooper, Caitlin Goodman, Steve Hardwick (final 3 x map changes only)	AIAL-1336572876-108914 Nastajja adding new route via zone 4C to IC, updating maps various maps and update to AKL contacts; AIAL-1336572876-108938 3 more map changes	03-03-26	Robin Cooper	AIAL-1336572876-108932 (internal)	03-03-26	tbc
Apr 2026	Martin Butcher, Nastajja Bourke, Yun-A Kim (admin)	AIAL-1336572876-108987 , 8986 & 8991	13-04-26	Robin Cooper	AIAL-1336572876-108988 (internal) AIAL-1336572876-109015 (FENZ)	20-04-26 (R. Cooper) 22-04-26 (FENZ)	tbc

Terms and Abbreviations

AA	Auckland Airport
AED	Automated External Defibrillator
AES	Airport Emergency Services
AHU	Air Handler Units
AKL	Auckland International Airport Limited (<i>previously AIAL</i>)
Airport	Auckland Airport at Mangere and includes any other land, buildings, installations and facilities that may from time to time be managed or operated as part of the Auckland Airport.
Alert Zone	Evacuation zones in the building which are adjacent to a zone which has gone into evacuation. Alert zones do not require to evacuate but the PA system will play alert messages.
AMPAC	The current Fire Management System for the ITB.
ASD	Aspirating Smoke Detector
ASDS	Aspirating Smoke Detection System
Comms Room	Communication room or telecommunications room, is a dedicated space that houses essential networking and telecommunications equipment. Certain Comms Room may require a different fire suppression system due to its content nature that needs to avoid encounter of water.
Double Knock	When two smoke detectors in close proximity are activated. This initiates the occupant warning system and commences an evacuation of the affected zone as well as activating other fire safety systems and automatically initiating a FENZ call-out.
DR	Disaster Recovery Site at 2 Walsh Brothers Place where a replica EOC facility is located.
EAP	Emergency Assembly Point (or area) where evacuated persons should assemble if they are required to evacuate outside the building.

Electrical Room

Electrical room is a designated space specifically for housing and managing electrical equipment, such as panels, switchboards, transformers and other critical components for power distribution. Certain Comms Room may require a different fire suppression system due to its content nature that needs to avoid encounter of water.

EOC Emergency Operations Centre, located in the Operations Control Centre on the 1st floor of the ITB Landside, behind the food court. Access to EOC is via the external stair, S7, in the Western Forecourt.

Evacuation Zones

The ITB is divided into multiple evacuation zones, each of which can evacuate independently of the other in response to activation of smoke detectors, although some older zones are linked with regard to the Fire Suppression System and will evacuate together.

EWIS Emergency Warning Intercommunication System provided by AMPAC in older parts of the ITB which controls the automatic PA announcements and evacuation tones.

FACP Fire Alarm Control Panel. This panel controls the Fire Management System for the whole ITB and is located at the EOC at the ICR position (with a back-up panel at the DR site).

FCR Fire Control Room which contain the sprinkler pumps. There is an Eastern Fire Control Room airside adjacent to Stand 2 and the Western Fire Control Room landside adjacent to Pier B.

Fire Curtain Specifically designed curtain which descends to the floor level to prevent the spreading of fire and smoke between adjacent zones when smoke is detected by smoke detectors located on either side of the curtain.

Fire Management System

The Fire Management System monitors the detection, protection and smoke control systems, provides user interfaces for FENZ and Operations, triggers alerts and evacuations using the alarm system, and automatically sends direct alarm messages to FENZ.

FENZ Fire and Emergency New Zealand

Fire Detection System

A combination of smoke and heat detectors (as appropriate for the characteristic of the area) installed throughout the building and are linked to the occupant warning system which initiates evacuation in the affected zone if two adjacent detectors are activated (or one manual call point).

Fire Suppression System

Systems to suppress fire such as the sprinkler pipe system and sprinkler heads (and supporting pumps to maintain pressure) which are provided throughout the ITB.

Fire Warden Staff members of Auckland Airport, tenants, concessionaires, airlines, ground handlers and border agencies who have been trained and act as Fire Wardens to assist the Zone Warden in the evacuation of the area and in managing the area while under evacuation and any evacuated persons at Emergency Assembly Points.

Head Building Warden

The AA Duty Operations Manager or Duty Supervisor present in the EOC who is acting as the EOC Response Coordinator will act also as the Head Building Warden and have overall control and coordination of AA's response (excluding the response to the actual fire event).

Hydrants Riser mains and fire hydrants throughout the terminal used by AES and FENZ to connect hoses to in the event of a fire.

HVAC Heating, ventilation and air conditioning systems

ICR Incident Control Room

ITB International Terminal Building

MCP Manual Call Point – buttons or switches located throughout the ITB for evacuation to be manually commenced and FENZ notified in the event of a fire or smoke where the occupant warning system has not already initiated an evacuation

Marshalling Assistance Point

Where persons requiring assistance to evacuate should assemble or be directed to so that assistance can be provided

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Mimic Panel A panel on the outside of the building showing the building outline, evacuation zones and sprinkler zones, that lights to indicate which zones are under evacuation, in alert or with faults.

NZBC NZ Building Code

OCC Operations Control Centre, located on the 1st floor of the ITB landside, accessed by Kōtare Track, directly behind the food court. Access to EOC is via the external stair, S7, in the Western Forecourt.

OIC Officer in Charge

OPS Operations Building housing OPS, ICR, Monitoring, Comms and EOC

OHU Outside Air Unit, part of the HVAC System

Plant Room

ITB building contains a variety of plant rooms on different levels. These plant rooms all have proper fire suppression system installed and when sounding via the normal PA is not possible, a strobe light is available to indicate fire evacuation status. Type of plant room can vary from boiler room, chiller room, water pumps room, fan room, server control room, control panel room, water treatment chemical closing room, ducting and piping area, and roof package unit area.

Single Knock

When a single smoke detector is activated. This initiates an alert for AES to investigate the issue as first responder but does not trigger an evacuation of the zone. However, if one heat detector activates it will trigger an evacuation in the zone and calls FENZ and AES.

Smoke Control

The actions programmed into the HVAC system to stop the flow of air when smoke is detected (activating smoke dampers or stopping the operations of associated HVAC components such as AHU, OAU, etc), or to extract smoke air and vent it externally.

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Smoke curtains

Specifically designed curtains which drop to prevent the spreading of smoke between adjacent zones when smoke is detected by smoke detectors located on either side of the curtain along with the detectors in that Evac Zone as well

Warden Box Boxes located in each Evacuation Zone which contain an airport emergency phone, zone warden and fire warden vests, Zone Warden Checklists and other equipment for use during evacuations.

Zone Warden Each Evacuation Zone has a Zone Warden who controls the zone, gives Fire Wardens tasks and reports to the Building Warden.

Section A1 - Introduction

A1.1 Message From Auckland Airport

- A1.1.1 He aha te mea nui o te ao? Māku e kī atu, he tangata, he tangata, he tangata.
What is the most important thing in the world? It is people, it is people, it is people.
- A1.1.2 This is why everyone working at Auckland Airport has a vital role to play in making sure workers and guests get home (or to their destination) safely every day. This document describes the emergency evacuation processes for the Jean Batten International Terminal Building (“ITB”) at Auckland Airport.
- A1.1.3 For reasons which are set out in this Introductory Section, it is critically important that everyone who has a role to play in the evacuation of the International Terminal Building takes personal responsibility for ensuring they understand the evacuation processes contained in this ITB Evacuation Scheme and are always prepared to play their part in an emergency evacuation.
- A1.1.4 We therefore commend this ITB Fire Evacuation Scheme to all Auckland Airport stakeholders, tenants and workers. Please:
1. ensure you take the time to read the parts of this Evacuation Scheme which are relevant to your organisation, role and location in the terminal; and
 2. become familiar with the processes it describes; and
 3. participate in all and any training that is offered to you; and
 4. play your full part in the regular trial evacuations held throughout the year, which includes providing feedback about your experiences so we can all continue to improve.
- A1.1.5 On behalf of all Auckland Airport, we thank you for the assistance you provide and the role(s) you play to ensure a safe and orderly evacuation of the ITB if it is required, and in doing so keeping yourselves, your colleagues and our guests safe and healthy.

A1.2 ITB Unique Considerations

- A1.2.1 Management of evacuations at an international terminal building poses many challenges in an evacuation setting not present in other buildings. Not only does the international terminal operate under strict security, border processing, biosecurity and health requirements set by the NZ Government and international regulators, it is also located amid an active airfield environment.
- A1.2.2 In the absence of any critical life safety emergency, this means there are strict criteria about where the various categories of travellers, guests and workers should be evacuated to, making evacuation from an international terminal building a unique process.
- A1.2.3 In addition, the characteristics of occupants requiring evacuation from an international airport terminal differ from occupants in more conventional settings. The perception of travelling guests is that airports are highly managed spaces, and these travellers may be unlikely to evacuate unless directed to do so – particularly if they are waiting in a queue to be processed or they are in a border processing area with strict Government requirements. They may also be asleep, preoccupied, or unfamiliar with our airport environment. There will also be many travellers who are emotional, nervous or stressed in relation to their travel. Some guests will also not speak English.
- A1.2.4 Auckland Airport is part of the Hidden Disabilities Sunflower Lanyard programme, which provides a discrete way for people with less visually obvious disabilities to signal the need for additional help. Please be alert for any guests wearing a Hidden Disabilities Sunflower Lanyard and take the time to see that their needs have been met and that they have the required assistance.

A1.3 Zone and Fire Wardens

Zone and Fire Wardens are the primary means through which the Evacuation Scheme is operated in practice and the safe and orderly evacuation of our guests can occur. Workers with responsibilities as Zone and Fire Wardens need to be mindful of these special characteristics of our guests and be able to provide clear instructions and guidance to those guests unfamiliar with the airport and evacuation processes.

Section A2 – Fire Prevention

A2.1 The first pillar of Auckland Airport’s fire strategy is to endeavour to prevent any fire related issues from occurring in the first place. To this end, Auckland Airport has developed its Top 12 Life Safety Rules which it has given effect to through inclusion of these rules in the Auckland Airport ‘Airport Workers Rules’. These Top 12 Life Safety Rules are also promoted through the e-learning course “Airport Fire Awareness” which from 1 September 2020 all workers applying for airside access will have had to complete before airside access will be granted.

A2.2 The Airside Workers Rules provides that workers must abide by the following fire safety rules:

- Keep any smoke doors closed to ensure smoke and fire do not spread quickly.
- Keep fire egress corridors, fire exits and access to fire safety equipment (e.g., manual call points, fire extinguishers, fire blankets, hose reels, fire hydrants, fire smoke curtains) clear of any item(s) that would impede access and egress.
- Ensure items are stored at least 90cm below the ceiling height to ensure sprinklers have enough gap to work effectively to put out fires.
- Ensure 1-metre clearance around switchboards and servers.
- Only recharge electronic devices in an area clear of any combustible items and do not recharge after hours in areas where there are no sprinklers.
- Ensure all portable electrical devices have current test and tag labels.
- Practice good housekeeping – do not accumulate rubbish or other waste.
- Equipment for cooking and heating food (e.g., toasters, sandwich makers, microwaves, etc.) may not be installed in the international or domestic terminal buildings in areas that have not been approved by Auckland Airport for cooking and heating food. Workers need to be aware that toasters and microwaves have caused terminal evacuations on several occasions previously.
- Ensure current Dangerous Goods Regulations are followed, including storage requirements for flammable liquids and incompatible substances.
- If you see or smell smoke or fire report it immediately – either call Operations on 0800 OPS AIA (0800 677 242) ext. 9; phone 98777 on an internal phone; or activate a manual call point.
- In an evacuation, promptly move to the nearest place of safety or fire exit and follow the instructions of the Fire Warden for the area.

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- A2.3 Auckland Airport management undertakes compliance audits & inspections of all tenancies and retail concessionaires to verify compliance with these rules. Results are reviewed with a continuous improvement focus, and any trends are highlighted at User Group meetings.
- A2.4 In addition, Auckland Airport operations staff also undertake the daily and monthly fire egress and exit owner checks as required under the Building Warrant of Fitness requirements.
- A2.5 Key matters which Auckland Airport staff are looking for (and which all workers based in the terminal should be aware of and report to the Operations Control Centre on 256 8777 or 0800 677 242) are:
- Are fire exit signs clear and unblocked, are the lights in the sign working?
 - Is the fire exit corridor clear (i.e., no boxes, trolleys, stock, etc.)?
 - Are smoke doors closed and not wedged open (unless the door has an auto-release linked to the fire system)?
 - Are fire exit doors clear, unblocked, not locked or wedged closed (especially outside where it opens)?
 - Is the fire exit door undamaged?
 - Are there no holes in the walls/around doors in fire egress corridors where smoke could get in?
 - Making sure there is nothing under where a smoke curtain would drop that would prevent it descending (e.g., rubbish bins, stanchions, lecterns or trolleys).
 - Making clear access to fire safety equipment (e.g., manual call points, hose reels, fire extinguishers).

Auckland Airport's Top Twelve Fire Life Safety Rules



Keep smoke doors closed



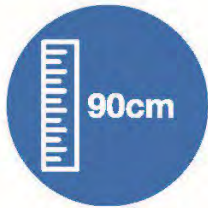
Keep fire egress corridors and fire exits clear



Keep access to fire safety equipment clear



Know where your life saving and fire safety equipment is



Items must be stored at least 90cm below ceiling height



Ensure 1 m clearance around switchboards and servers



Recharge electronic devices in a safe location



Test and tag



Practice good housekeeping



Areas for cooking and heating food must be approved



Store dangerous goods and flammable goods safely



If you see or smell smoke or fire report it immediately
- 0800 677 242

In any evacuation, promptly move to the nearest place of safety or fire exit and follow the instructions of the Fire Warden for the area.

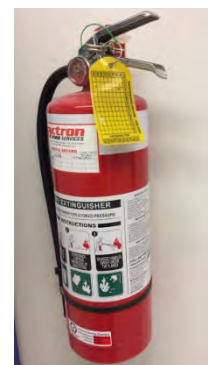
For more information see section 2.12 of Airport Workers Rules or contact Airport Operations 0800 677 242.



Section A3 – What to do if Fire or Smoke is Seen

A3.1 If a fire is discovered or visible smoke is seen and the automatic warning system has not already activated, the person discovering the fire should:

- **Dial 111**
- Operate the nearest Manual Call Point (example pictured).
- Contact ICR to give the location of the fire by either:
 - Dial 98777 on the nearest airport phone .
 - Ringing ICR on 256 8777.
 - Ringing ICR via 0800 677 242, ext. 9.
- Leave the zone by the nearest exit (as per green sign pictured) to either move to an adjacent unaffected zone or to exit the building if directed to by a Fire Warden.
- Move to the nominated Assembly Area (external sign pictured) and remain there until directed otherwise by a Fire Warden or by announcements from the Emergency Operations Centre.
- Only if conditions permit, and you have had appropriate training, attempt to put out the fire using any hose reel or portable fire extinguisher (if available – example pictured). Information on the type of extinguishers and fires they may be used on is set out in Appendix D.



A3.2 If there is a smell of smoke (but not visible smoke) then the person smelling the smoke should contact ICR to report this by either:

- Dialing 98777 on the nearest airport phone.
- Ringing ICR on 256 8777.
- Ringing ICR via 0800 677 242, ext. 9.

A3.3 If possible, and it remains safe to do so, the person reporting the smell of smoke should remain in the area to provide direction to AES when they arrive to investigate.

Section A4 – ITB Fire Strategy

A4.1 Overview of Fire System

A4.1.1 The fire system is made up of a few individual systems i.e. fire alarm system, sprinkler system and Hydrant system, all of which contribute to the life safety and asset protection of the ITB, e.g., the fire detection system, the fire protection or suppression system, smoke control systems, etc. The automatic detection system consists of:

- Smoke detection.
- Heat detectors are installed in areas that are prone to nuisance alarms from smoke detectors (e.g., cleaners' areas where steam sets off the smoke detectors or areas with microwaves).
- Sprinklers, which will activate by heat.
- Manual call points, which provide a means of manual notification by a person of fire or smoke.
- Hydrant System used by AES or FENZ in case of requirement of additional water supply through hydrant outlets spread across the terminal.

A4.1.2 Sitting over the top of all these systems, is the Fire Management System (currently AMPAC SmartView), which monitors the detection, protection and smoke control systems, provides user interfaces for FENZ and Operations, triggers alerts and evacuations using the alarm & sprinkler system, and automatically sends direct alarm messages to FENZ.

A4.1.3 Detection of a fire occurs primarily through the automatic detection system installed throughout the building which is linked to the occupant warning system which initiates evacuation in the affected zone, and activates the appropriate active smoke control measures and activates other auxiliary services as well

A4.1.4 Note that the level of evacuation may be upgraded at any time to evacuate more occupants, either manually by ICR at the direction of Fire Wardens, AES or FENZ, or automatically by the fire detection system if more devices are activated.

A4.1.5 A summary of the key elements in the fire system, as well as a more technical description of the fire system, is in Section A5.

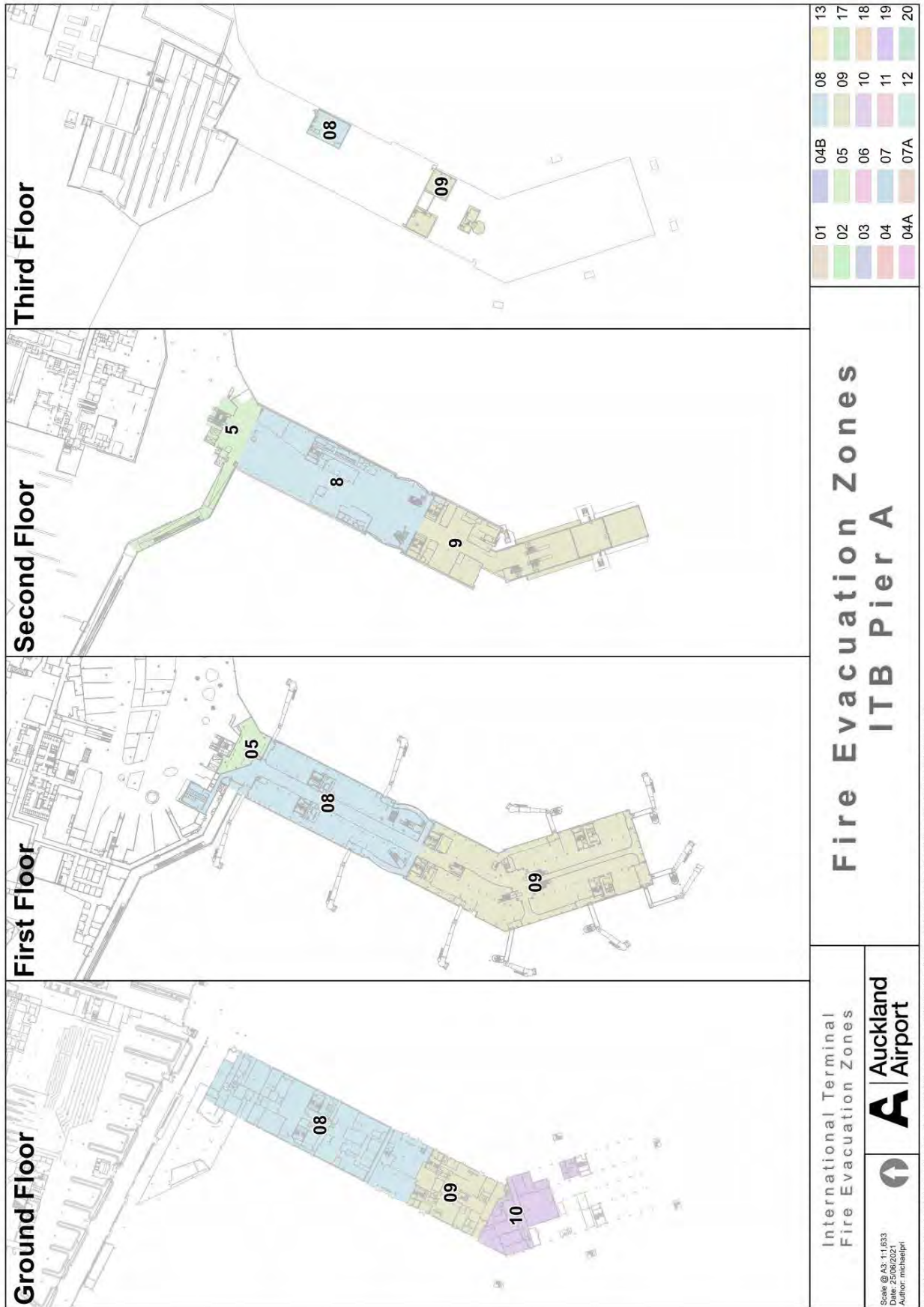
A4.2 Evacuation Zones

- A4.2.1 The fire safety strategy for the ITB is centred around multiple evacuation zones that divide the building and allow for a phased evacuation regime. Overall maps of these zones may be found in the following para 4.3. Detailed plans of each Evacuation Zone may be found in the relevant sections of this Scheme for each numbered Zone. The evacuation zones (wherever possible) have been designed to reflect functional requirements and align with security zones so that, subject to life safety requirements, landside and airside occupants do not mix and semi-sterile or non-sterile occupants do not mix with sterile occupants.
- A4.2.2 Each evacuation zone has at least two means of escape, with more exits provided if necessary to enable egress from the fire zone in tenable conditions or to satisfy NZBC requirements.
- A4.2.3 Internal evacuation to adjacent zones of relative safety is preferred rather than evacuation outside, as this provides greater control of people, greater basic amenity during the time of the emergency, and does not expose guests to external hazards such as weather or moving vehicles. While internal evacuation is preferred, external exits of sufficient capacity to allow all occupants in the zone to safely evacuate outside are provided and external Emergency Assembly Points identified and signposted for use in an external evacuation.
- A4.2.4 During an evacuation, only the immediately affected zone is directed (by automated PA announcements) to evacuate.

A4.3 Overall Summary Maps of Evacuation Zones and Rooms with Gas Suppression System

Overall summary maps of the evacuation zones and of special rooms (comms room and electrical room) with gas suppression system, in relation to the numbered Zones are on the following pages.







A4.3.1 Rooms with gas suppression system

Among the various rooms in ITB, there are a few different types of rooms (plant room, electronic room, and comms room) that need special fire suppression system or alter systems due to their unique nature of content processed. The details of the location of the rooms identified are shown in the map below or called out in each of the zones they are in, please note that not all plant rooms, electronic rooms and comms rooms need special attention, only the ones called out in the document.

Identified plant rooms all have compliant fire suppression systems installed and when sounding via the normal PA is not possible, a strobe light is available to indicate fire evacuation status. Type of plant room can vary from boiler room, chiller room, water pumps room, fan room, server control room, control panel room, water treatment chemical closing room, ducting and piping area, and roof package unit area.

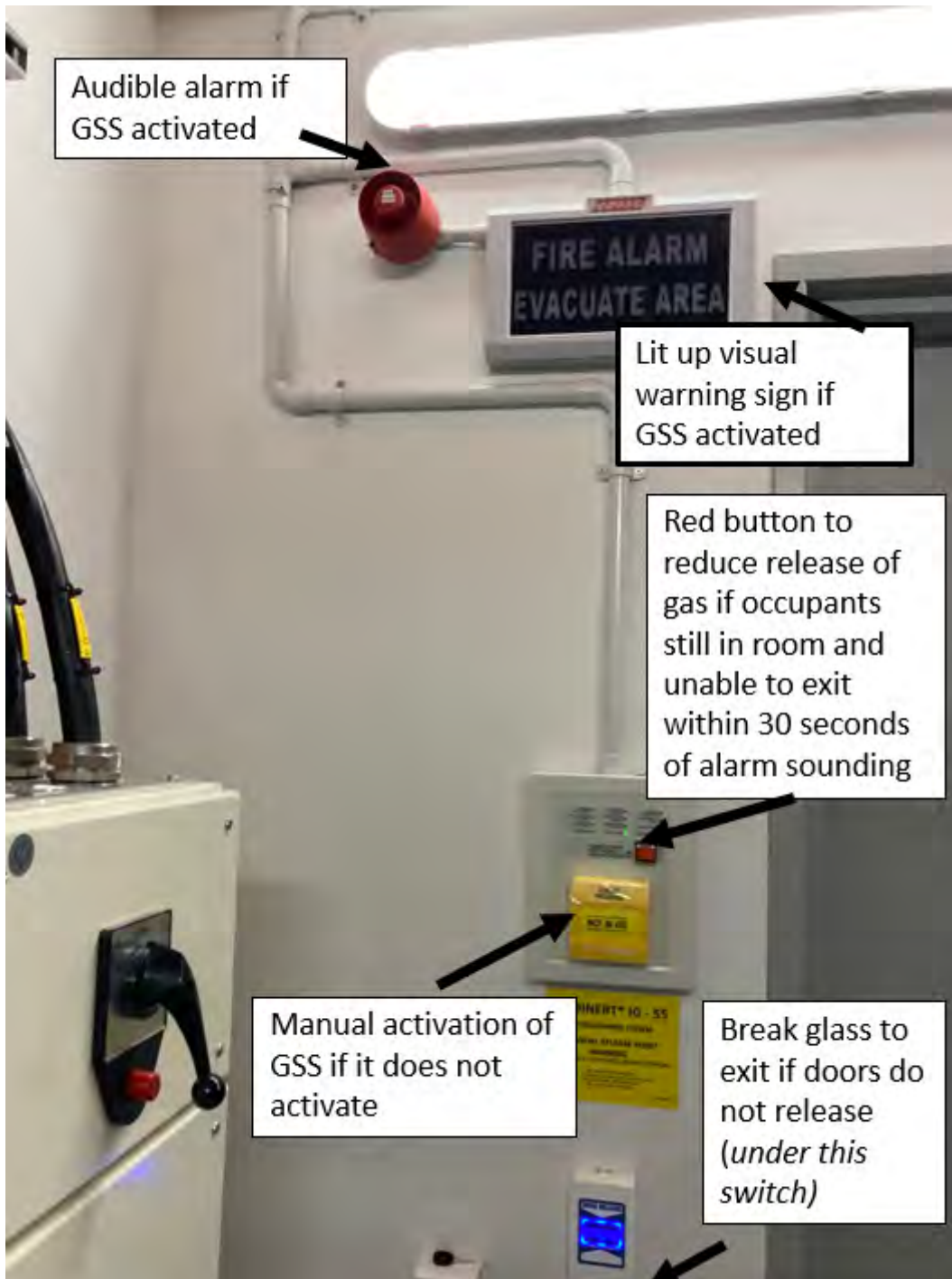
Electrical room is a designated space specifically for housing and managing electrical equipment, such as panels, switchboards, transformers and other critical components for power distribution. Certain Comms Room may require a different fire suppression system due to its content nature that needs to avoid encounter of water.

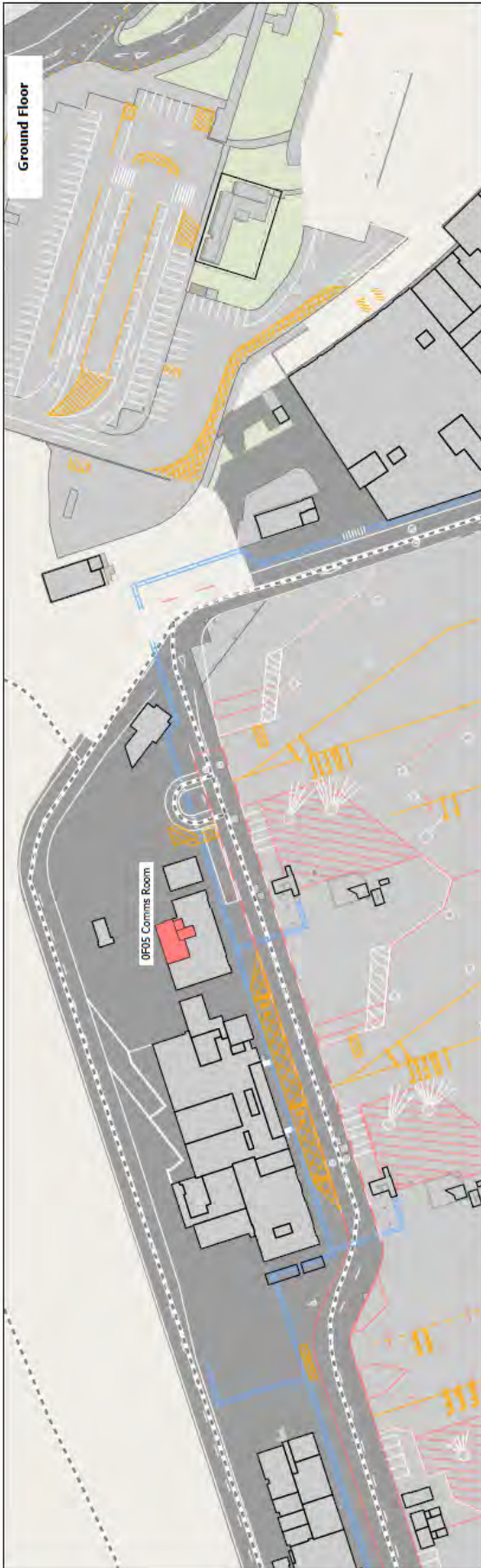
Communication rooms or telecommunications rooms are dedicated spaces that house essential networking and telecommunications equipment. Certain Comms Rooms may require a different fire suppression system due to its content nature that needs to avoid encounter of

The Comms Room (door IF36), Comms Room (OF05) and the Electrical Room (door IF34) has gas suppression system – all occupants must exit the Comms Room if the gas suppression is activated as the gasses will displace the oxygen in the room and may cause occupants in the room to suffer from low levels of oxygen or even asphyxiation. There is a 30 second audible and visual warning before the gas suppression system activates. Please refer to the details below.

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A4.3.2 Comms Room and Electrical Room with Gas Suppression System Warnings & Release Features





Date: 22/04/2025

Gas Suppression System

Auckland Airport

File: U_06_StandardPlans\FireAndEvacPlans\06-GasSuppressionSystem\06-GasSuppressionSystem.aprx Author: SuVingPh

A4.4 Managing an Evacuation

- A4.4.1 Trained Fire Wardens (comprised of Auckland Airport Staff, border agency staff, airline and ground handling staff and retail concessionaire staff) manage the procedure within the evacuation zones and direct occupants to the adjacent internal evacuation zones, or, if appropriate, the external Emergency Assembly Points.
- A4.4.2 The overall evacuation is managed from Auckland Airport's Emergency Operations Centre where the Duty Operations Manager or Supervisor acts as the Building Warden. A progressive internal evacuation procedure of adjacent evacuation zones will take place only if required – e.g., if the fire/smoke spreads to other zones or if deemed necessary by the Fire Wardens, Building Warden or Fire and Emergency Responders.
- A4.4.3 A full building evacuation is managed as per the process contained in the Aerodrome Emergency Plan.
- A4.4.4 The Airport Emergency Service (AES) is responsible for all initial emergency incidents on airport, including the containment of fires, terminal evacuations, and investigative response to fire alarms. In an emergency, the AES Officer in Charge will initially assume command and control of the incident on the ground. When Fire and Emergency NZ (FENZ) appliances arrive, the FENZ Officer in Charge will assume command and control. The AES unit acts with full empowerment as a registered Industrial Brigade under the Fire & Emergency NZ Act 2017.

A4.5 Fire Egress

- A4.5.1 Green and white 'running man' fire exit signage is provided throughout the terminal indicating fire exits. Signs installed more recently are internally illuminated, while older signs are photoluminescent. Exit signage are in intuitive, visible locations for egressing occupants within their line of sight. Evacuation maps and instructions are located at key areas in the building (refer Appendix H for samples).
- A4.5.2 Fire egress corridors and stairs are provided in accordance with the NZBC to ensure that sufficient exit routes and doors are provided to enable the maximum occupant load to evacuate the building in a timely tenable manner. Emergency egress doors in areas used by the public are programmed to automatically release in the event of



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an evacuation in the Zone. Doors along the egress route in areas used by the public will also automatically release upon activation of an evacuation alarm. Emergency Door Release (break-glass) are provided at all egress doors. If fire and emergency egress door mechanisms have NOT been released by the fire alarm sounding, the doors can be opened by breaking the white emergency door "Emergency Door Release" box located beside each door and operating the switch.

- A4.5.3 People must be advised against using any lift in an emergency which requires an evacuation.
- A4.5.4 Escalators continue to operate when alarms sound but should have tensa tape pulled across them to isolate them from use. People must be advised against using any escalator in an emergency which requires an evacuation as they are too steep for all guests to use safely.
- A4.5.5 If persons evacuating downstairs have bulky carry-on luggage with them that would impede them safety evacuating, then they should be advised to leave these bulky items behind in the area under evacuation.
- A4.5.6 Each Evacuation Zone has nominated places of safety (known as Marshalling Assistance Points, pictured below) for occupants requiring assistance to evacuation the building. Zone Wardens must ensure that the Head Building Warden at the Emergency Operations Centre is informed of the number of people requiring assistance. Evacuation stair chairs are also provided at strategic locations in the terminal, pictured below, as listed in Appendix E.



A4.6 Emergency Assembly Points

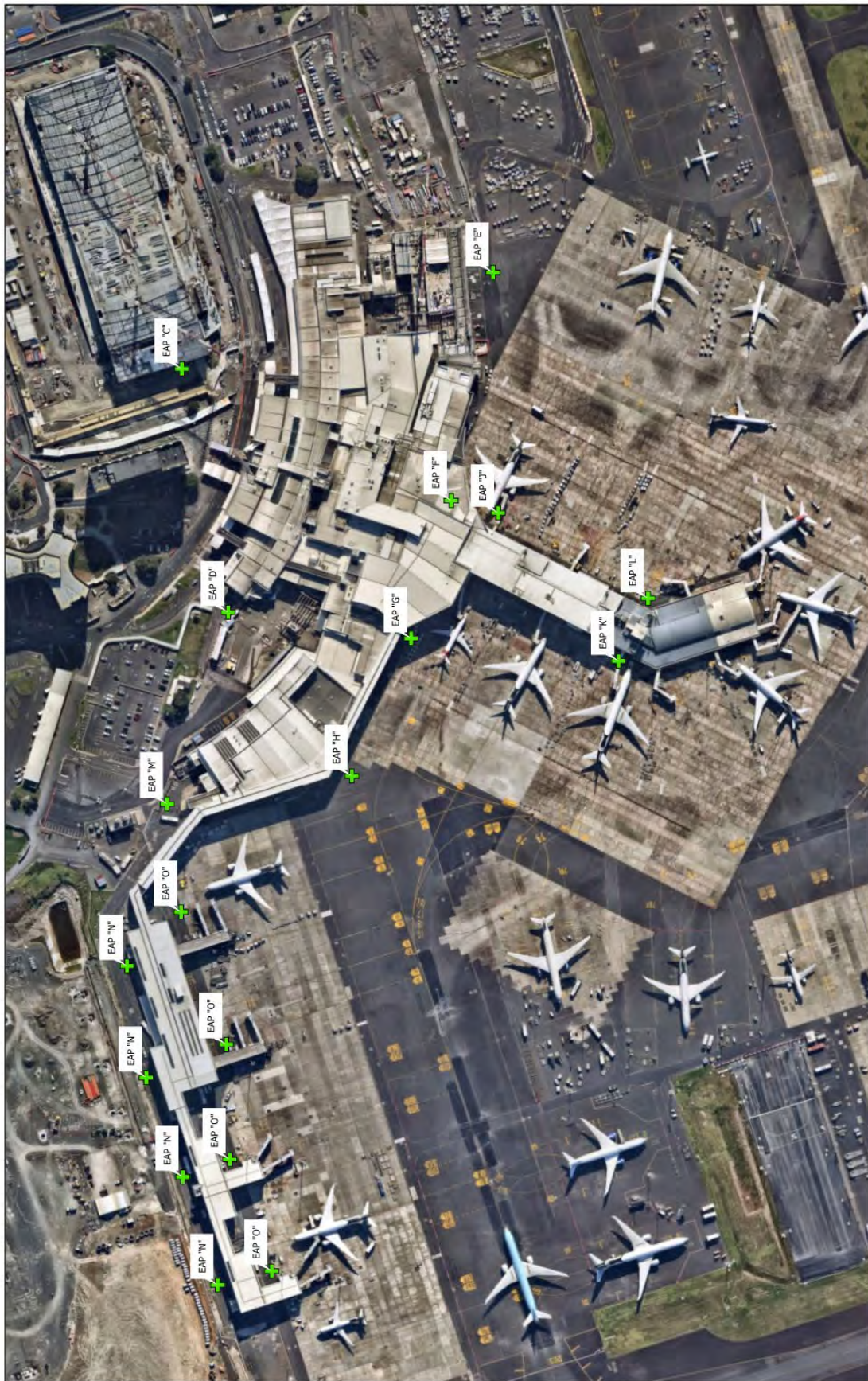


A4.6.1 Emergency Assembly Points have been nominated for occupants evacuated from the building to safely wait until it is safe to re-enter the building. They are identified with green Emergency Assembly Point signs.

A4.6.2 The Emergency Assembly Points are at the following locations (refer to map locations of these overleaf):

Assembly Point	Location	Used by persons evacuating from the following Zones:
A & B	The ITB Outer Forecourt and international car park	Not currently in use
C	Outside Door 2 East end of terminal	1, 4, 4A, 4B, 6
D	Outside Door 11, West end of terminal	1, 4, 4A, 4C, 7, 11
E	South of East Bag Hall	3A
F	Breezeway East (by carousel 6 and 7)	2
G	Breezeway Mid (by carousels 4 and 5)	2, 5, 11
H	Breezeway West (by carousel 1)	2, 12
J	Apron Stand 2 (by Stair Tower 6)	3, 5, 6, 7A
K	Apron Stand 5 (departing passengers)	8, 9, 10
L	Apron Stand 6 (arriving passengers)	8, 9, 10
M	Bus Door 13	11, 12, 13
N	North of Pier B	17,18, 19
O	South of Pier B	17, 18, 19

A4.7 Map of Emergency Assembly Points



+ Assembly Point

International Terminal Emergency Features
Assembly Points



Date: 5/03/2024

File: U:\06_StandardPlans\FireAndEvacuationPlans\01_ITB\ITB Fire Zone Plans\FireEvacuationZones_ITB.aprx Author: SuYingPh

Section A5 – Management of Evacuations

A5.1 Key Functions and Roles

A5.1.1 Summary

A5.1.1.1 The following functions or roles are relevant to the management of evacuations in the ITB and are expanded upon in this section of the ITB Evacuation Scheme:

Emergency Operations Centre	Opens when there is an evacuation and controls the emergency. All stakeholders should send a representative.
ICR Position	The position at the Operations Control Centre which receives emergency calls, notifies AES, interrogates and takes action on the Fire Information Panel, and communicates with AES.
Head Building Warden	The AA Duty Operations Manager or Duty Supervisor present in the EOC who is acting as the EOC Response Coordinator will act as the Head Building Warden.
Zone Warden	Each zone has nominated organisations which provide the Zone Warden who controls the zone, gives Fire Wardens tasks and reports to the Building Warden. The Zone Warden wears an orange vest marked as Zone Warden
Fire Warden	Each zone has nominated organisations which act as Fire Wardens (who report to the Zone Warden). All supervisory staff in each area should be trained as Fire Wardens. Fire Wardens wear yellow Fire Warden vests
AES (Airport Emergency Services)	Auckland Airport's on-site industry brigade who will be first responders and incident controller until FENZ arrives.
FENZ (Fire and Emergency NZ)	NZ's fire service which will send appliances from local stations and will legally assume roles and responsibility of Incident Controller upon arrival.

A5.1.1.2 The duties and tasks of each of these functions or roles is expanded upon in the remaining sub-paragraphs of this para 5.1.

A5.1.1.3 The table below provides a high-level overview of the key tasks and steps during an evacuation of the ITB.

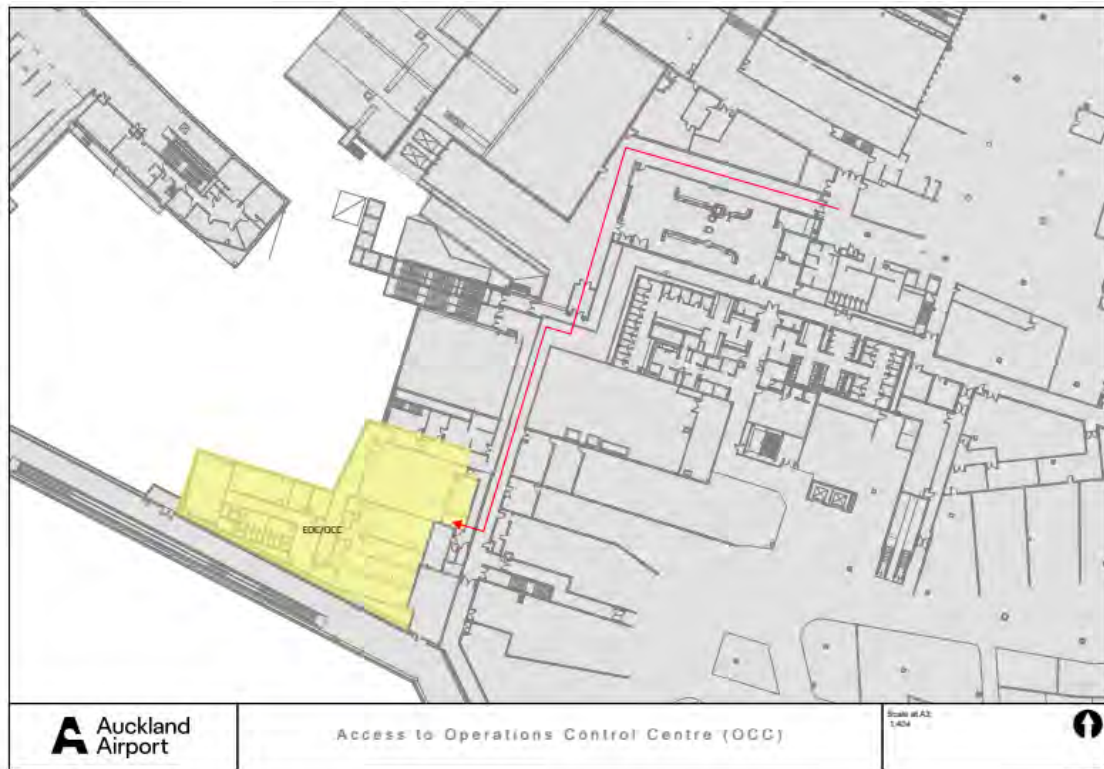
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High Level Summary of ITB Evacuation Roles and Tasks

EOC – HEAD BUILDING WARDEN (supported by AKL Operations Control Centre staff)	ZONE WARDENS	AES/FENZ
<ul style="list-style-type: none"> • Open EOC • Ensure AMPAC system interrogated • Ensure AES and FENZ notified • Ensure ATC and AOT notified (AOT send vehicles to assist apron management) • Confirm Zone Warden in place and evacuation underway (if not, send a Fire Warden) • Activate any applicable Contingent Traffic Management Plans • Ensure aircraft arriving held back off any evacuating piers • Liaise with airlines/AES/FENZ to find out if safe for pax on board aircraft on gates at any evacuating piers to remain on board and aircraft to remain at gates • Check Rooftop/plant room entry log. • Have DG Register available. • Advise AES of location and number of any people requiring special assistance • Confirm with Zone Warden evacuation complete and all checks made • Oversee management of Building, EAPs, forecourt & traffic management by CCTV • Send additional staff if required and if available • Make any required announcements • Coordinate specialised trades required • Ensure alarms silenced upon FENZ advice • Direct and coordinate re-entry • Coordinate stand assignments and aircraft movements • Hold any debriefs 	<ul style="list-style-type: none"> • Report to Zone Warden Box • Act as chief contact point for Head Building Warden and brief FENZ/AES on evac status • Ring ICR on 98777 to say in place, alarms sounding and evac commencing. EOC on extension 98882. • Use Zone Warden Card Checklist in warden box • Ensure Fire Wardens direct people to evacuate via designated exits • Ensure Fire Warden sent to EAP to manage evacuated people • Ensure Fire Wardens check all areas in Zone Warden Checklist and as otherwise directed • If anyone requires assistance, ensure they are assisted with Assistance Marshalling Point and report this to EOC on 98882 • Be in contact with your organisation’s rep in EOC • Once all areas checked ring EOC on 98882 to report this • Ensure tensa tape is pulled at relevant doors and station Fire Warden at doors to prevent re-entry (if applicable) • Ensure airside pax evacuated onto Apron is being supervised • Ensure sufficient Fire Wardens stay to manage any pax on apron when staff re-entry commences • Manage guest re-entry when instructed to commence re-entry by EOC 	<ul style="list-style-type: none"> • Report on appropriate mimic panels upon arrival (forecourt by Door 3. Western valve room or airside valve room by stand 2) • Receive briefing from Zone Warden/AES/EOC • Take command of the incident on the ground • Determine if safe for pax to stay on board aircraft if evacuation is of Piers • Determine if any aircraft need to be pushed back off Piers if evac of Piers • AES assist any person requiring special assistance • Escort any technical trades needing to access area (e.g. electricians, mechanics) • Resolve incident • Advise EOC when the incident is resolved and alarms can be silenced • Provide all clear to EOC when area safe for re-entry
		<p data-bbox="1050 1301 1452 1368">BAGGAGE HANDLERS, RAMP, ENGINEERS, PILOTS</p> <ul style="list-style-type: none"> • Stop apron activities around the evacuation area and any EAPs being used immediately • Turn off any plant in areas under evacuation or used as EAPs • Move any GSE that would impede flow of evacuating persons if safe to do so • Turn off aircraft engines and APUs for aircraft on gates around evacuation areas • Close aircraft doors on the stand if advised by FENZ/AES that safe for pax to remain on board • Hold any arriving aircraft back off the stands in areas under evacuation or used as EAPs • Move aircraft if instructed by EOC

A5.1.2 Emergency Operations Centre

A5.1.2.1 The Emergency Operations Centre is in the Operations Control Centre (OCC). The Operations Control Centre is staffed 24 hours a day and is located Level 1 of the ITB landside (new Evacuation Zone 4C) accessed by the internal Landside Food Court .



A5.1.2.2 The EOC opens for any evacuation within the terminal and is where the evacuation itself is managed, together with peripheral aspects such as traffic congestion, forecourt management, aircraft delays, etc. The Duty Operations Manager/Duty Supervisor acts as the Head Building Warden. The Emergency Phone for the Operations Control Centre is 256-8777 from an external line, extension 98777 from an airport phone or 0800 677 242, extension 9).

A5.1.2.3 All agencies, ground handlers and airlines affected should send a representative to the EOC. If FENZ consider it appropriate in the context of the incident, FENZ may choose to send a representative to the EOC.

A5.1.2.4 The Duty Operations Manager/ Duty Supervisor carries out the initial set up of the EOC during an evacuation and co-ordinates the evacuation process, acting as Head Building Warden. An event log of the event is maintained by the EOC Facilitator and the EOC scribe.

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A5.1.2.5 If the Operations Control Centre becomes unusable, the Emergency Operations Centre (Including the ICR function) will relocate to the Disaster Recovery Site, 2 Walsh Bros Place. This site includes a back-up AMPAC system.



A5.1.3 ICR and Monitoring Positions

A5.1.3.1 The ICR (Incident Control Room) position at the Operations Control Centre is staffed 24 hours per day and is the location internal emergency phone calls arrive at via the Auckland Airport emergency numbers (256-8777, extension 98777 or 0800 677 242, extension 9).

A5.1.3.2 The ICR position receives, monitors and records information on any emergency incident the AES Unit responds to. ICR Operators monitor the Fire Event Management System, including the automated PA systems and CCTV. ICR can locate the fire alarm sounder alert on the AMPAC system set up for each zone within the ITB. As a fire alarm is detected, the ICR Operator interrogates the AMPAC Fire Event Management System for detailed information and immediately radios the information to AES.

A5.1.3.3 Upon receipt of notification of an evacuation in the building, the ICR Operator will do the following:

- If required manually initiate evacuation of the zone the fire is reported in.
- Interrogate the AMPAC System for details of the incident, zone and area it is in, any affected device numbers and other identifying information for the location.
- Notify AES and FENZ of the details of the incident.
- Notify AES Crew Chief of details from the AMPAC Fire Event Management System, including if necessary, sending an image of the alert.
- If FENZ (Fire and Emergency New Zealand) is required, dial 111.

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- Notify Duty Supervisors of information from the AMPAC Fire Event Management System, Duty Supervisors to activate and open EOC.
- Duty Supervisors to notify the relevant Operations personnel to attend the relevant zone being evacuated (and any zones in alert) to assist and report back to EOC.
- Monitor the incident by CCTV if possible.
- Log details of the incident.
- Continue to monitor alerts in the AMPAC System.

A5.1.3.4 The ICR position will continue to monitor the incident by CCTV and the AMPAC Graphics display (SMARTVIEW) and will communicate with AES as required and undertake any actions on the Fire Information Panel as instructed by AES or FENZ (e.g., silencing alarms upon instruction).

A5.1.3.5 The Monitoring Position has primary responsibility for ensuring appropriate CCTV monitoring occurs of the incident.

A5.1.3.6 Details such as personnel working in the plant room or on the roof (e.g. for ITB) are now captured during the teams digital handover process. CEM and CCTV records should also be reviewed where pertinent to the area in question to assist in determining the person's last known whereabouts.

A5.1.3.7 The Monitoring Position should also aid ICR if required (e.g. if manual notification to FENZ is needed by dialling 111).

A5.1.4 Head Building Warden/Response Coordinator

A5.1.4.1 The Duty Operations Manager/Duty Supervisor assumes the role of Head Building Warden/Response Coordinator and initiates the building evacuation checklist in the EOC. All zone warden co-ordination, reporting into EOC and instructions of actions required are led by the Head Building Warden/Response Coordinator in the EOC (with assistance as required from the EOC Facilitator and Coordinator).

A5.1.4.2 The Head Building Warden is responsible for the following:

- Taking charge of the incident on behalf of Auckland Airport as building owner.
- Being the key point of contact for AES and FENZ Officers in Charge.
- Confirming the alarms are audible
- Confirming that ICR has provided the activation notification to AES.
- Ensuring Fire and Emergency NZ automatic notification has occurred and FENZ are on their way (and if not, then ensuring that one of the Operations Team notifies FENZ by dialling 111).

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- Ensuring that evacuation of the area under evacuation has been properly carried out through monitoring of the area by CCTV and obtaining confirmation from Zone Wardens that:
 - The area has been evacuated, and all people have left it.
 - If work occurs within the zone, the supervisor of the work site has confirmed to the Zone Warden that all contractors have evacuated the work site.
 - A sweep of the evacuated area, including toilets, showers, parenting rooms, prayer rooms, lifts, offices, and storerooms, has been undertaken (provided it is safe to do so).
 - Tensa tape barriers have been used to prevent people re-entering the area.
 - Fire Wardens have been placed on entrance doors to prevent people re-entering the area.
 - All people evacuated are now at the signed Emergency Assembly Points (in the case of external evacuation).
- If no Zone Warden has reported to a zone (or insufficient Fire Wardens, or a Zone Warden must leave because of another incident) send Auckland Airport Operations staff to act as Zone Warden or Fire Wardens (or obtain assistance from stakeholder organisations in EOC for staff to act as Fire Wardens).
- Ensuring people notified by Zone Wardens requiring special assistance have been evacuated and, if not, that they are in a place of safety, and that emergency services have been notified of the number of people requiring assistance and their location and that they have been assisted to evacuate.
- Ensuring that the Monitoring Position has checked the log of people working in plant rooms, power centres, communications rooms, roof-tops, etc., to ensure that any people logged as being in these areas has successfully evacuated and if not, that their manager or Contracting Organisation has been notified to follow up. If the whereabouts of the person still cannot be verified, then FENZ must be informed.
- Sending an Auckland Airport Fire Warden to the Fire Warden Box in any alert zones to ensure that all tasks required for alert zones have been carried out by the Zone Warden and to ensure travelling guests are comfortable with the alert zone information received.
- Ensuring that reports received from emergency services, Zone Wardens and Fire Wardens are recorded in the EOC recording system and the Auckland Airport incident reporting system.

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- Ensuring applicable building dangerous goods registers are made available to AES and FENZ, if applicable.
- Ensuring through monitoring via CCTV and directions to the Zone and Fire Wardens that no one re-enters the evacuated area until FENZ and/or AES advise it is safe to do so.
- If any of the piers are in evacuation, ensuring that any arriving aircraft are held back off the gate, or are reassigned to a gate in a zone not in evacuation.
- In the case of internal evacuations to an adjacent zone, ensuring through monitoring via CCTV and information received by the Zone and Fire Wardens in the alert zone, that the adjacent zone does not exceed its capacity, and if it looks at risk of doing so, preventing this from occurring through means such as:
 - Halting processing in other areas.
 - Holding passengers on aircraft.
 - Not allowing people to enter the terminal.
 - Having Fire Wardens moves people to an alternative zone within the building.
- In the case of external evacuations:
 - Maintaining CCTV oversight of evacuated people at the Emergency Assembly Point.
 - Ensuring the safety and supervision of evacuated persons through sufficient Fire Wardens or other staff from the airport, border agency, airline, ground handling or concessionaire organisations supervising and controlling these people.
 - If the evacuation is onto Apron areas, then check to ensure that AOT staff have informed Airways of the situation and that, if necessary, aircraft arriving at gates adjacent to external Emergency Assembly Points, will be held back on a taxiway or remote parking area.
 - Ensuring the comfort of persons evacuated outside to the airfield environment where it appears that the evacuation will not be resolved within 30 minutes by arranging the collection of these passengers by bus and (if it is available) the transportation of these passengers to Gate Lounge 16A to D with supervision by Aviation Security staff, Auckland Airport Skygate Security staff and other Auckland Airport staff and Fire Wardens.
- Coordinating the attendance of any trade specialists requested by FENZ and/or AES (e.g. electricians, mechanical engineers). Note these tradespeople may not

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enter the zone while it is under evacuation without the escort of FENZ and/or AES. A safe meeting point at the boundary of the evacuated area must be arranged.

- Overseeing the re-entry process of staff first, then passengers and guests after FENZ and/or AES advise it is safe to do so.
- Coordinating (with airline and ground handler representation) the re-scheduling of interrupted arriving and departing flights and allocation of aircraft stands, departure times and check-in counters.
- After the incident is complete and EOC is closed, hold a Hot Debrief and prepare a Sit-rep with further information, learnings and improvements identified, with actions to be captured in Auckland Airport's Health and Safety Reporting System (currently Risk Manager).

A5.1.4.3 For after-hours incidents or when the volume of workers on site is lower (or the Zone Warden not present for any reason), any Fire Warden requirements will be checked by the Head Building Fire Warden/Response Coordinator and, if necessary, managed to ensure that the necessary number of fire wardens are present in the evacuated zone or zones.

A5.1.5 Wardens

A5.1.5.1 While in any evacuation of the ITB is initially an automated process triggered by the Fire Management System and communicated to occupants by the building occupant warning message systems, the management of the evacuations on the ground occurs through the Zone Wardens and Fire Wardens.

A5.1.5.2 A summary of the Zone Wardens and Fire Wardens provided for each zone is set out in the table below.

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Summary of the Zone Wardens and Fire Wardens provided for each zone

Zone	Zone description	Zone Warden	Fire Wardens	# of Fire Wardens normally needed	# of Fire Wardens off peak
1 (Divided into four management areas during evacuations)	Ground floor landside arrivals	Airport Operations	<ul style="list-style-type: none"> • Airport Operations • Skygate staff • Ground handlers • Airline staff • Retail tenants 	24	12
	Mezzanine floor offices at arrivals (western) side of terminal	Senior Customs Officer	<ul style="list-style-type: none"> • Customs Officers • MPI Officers • Airline tenants 		
	Check-in counters and concourse	Airport Operations	<ul style="list-style-type: none"> • Airport Operations • Skygate staff • Airline Ground handlers • Concessionaires • Aviation Security including Bulk Duty Free screening 		
	Mezzanine floor offices departures (eastern) side of terminal	Senior Customs Officer	<ul style="list-style-type: none"> • Airport Operations • Airline tenants 		
1C	Western Truck Dock	Transportation Operations	<ul style="list-style-type: none"> • Airport Operations • Airline Tenants • Transportation Operations (Ground Level) • Avsec Staff (Level 1) 	4	4
2	Bag Hall reclaim	Senior Customs Officer	<ul style="list-style-type: none"> • Customs Officers • MPI Officers • Airline Bag services staff • Baggage staff • Tenants 	7	5
3	Baggage Make-Up	Baggage Handling Team Leader (Air NZ and Menzies)	<ul style="list-style-type: none"> • Air NZ staff • Menzies staff • Daifuku staff • Avsec HBS staff 	6	4
3A	East Baggage Mark-Up	Baggage Handling Team Leader (Air NZ and Menzies)	<ul style="list-style-type: none"> • Air NZ staff • Menzies staff • Daifuku staff • Avsec HBS staff 	6	4
4	Level 1 landside food-court/ retail, pre-boarding pass scanners, offices	Airport Operations	<ul style="list-style-type: none"> • Airport Operations staff • Concessionaires • Airline offices • Tenants 	10	5
4A	L1 airside Customs/Avsec departure processing areas	Aviation Security	<ul style="list-style-type: none"> • NZ Customs Officers • Aviation Security Officers 	14	6
4B	L1 landside previously Air NZ inflight services now a construction area	Hawkins Construction	<ul style="list-style-type: none"> • Hawkins Construction Personnel 	7	5
4C	L1 Landside Operations Control Centre	Airport Operations	<ul style="list-style-type: none"> • Airport Operations staff 	3	2
5	Level 1 airside retail and dwell, 2 nd floor Mezzanine airside	Airport Operations	<ul style="list-style-type: none"> • Airport Operations • Retailers, including The Collection Point • Aviation Security, including Transit Screening 	20	7

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Zone	Zone description	Zone Warden	Fire Wardens	# of Fire Wardens normally needed	# of Fire Wardens off peak
6	Landside Level 2 tenancies, kitchens and Avsec Ready Room Airside Kiwi Track	Delaware Staff (If Delaware staff not present Avsec Ready Room staff until AA Operations arrive)	<ul style="list-style-type: none"> Delaware staff Airport Operations staff Aviation Security staff including Ready Room Kiwi Discovery staff Airline office staff 	5	3
7	Level 2 VIP Lounges (Strata, QF & EK)	VIP Lounge Supervisors	<ul style="list-style-type: none"> VIP lounge staff Aviation Security staff support airside/landside boundaries 	5	3
7A	Level 2 Air NZ VIP Lounge	Air NZ VIP Lounge Manager or Supervisor	<ul style="list-style-type: none"> VIP lounge staff Aviation Security staff support airside/landside boundaries 	3	2
8	Pier A North – ground floor and GL 4A-D	Ground floor – Air NZ Ramp	<ul style="list-style-type: none"> Air NZ ramp staff 	6	4
	Pier A North – L1 Arrivals GL 1-4	Level 1 – Aviation security	<ul style="list-style-type: none"> Airline staff Aviation Security staff Retail Staff 	3	2
	Pier A North – L2 Departures GL 1-4	Level 2 – Retail store manager or supervisor	<ul style="list-style-type: none"> Retail Staff Operations staff 	3	2
9	Pier A South – ground floor and GL 4E	Ground floor – AKL Airfield Operations	<ul style="list-style-type: none"> AKL Airfield Operations AKL Airfield Office staff Kauri Lounge staff 	5	4
	Pier A South – L1 Arrivals GL 5-10	Level 1 – Aviation Security	<ul style="list-style-type: none"> Airline Staff 	4	3
	Pier A South – L2 Departures GL 5-10	Level 2 – Air NZ International Transfer Desk	<ul style="list-style-type: none"> Air NZ staff Retail staff Tenant staff 	2	2
10	External ground level under croft of building under-neath GL 8 & 10	AKL Airfield Operations	<ul style="list-style-type: none"> AKL Airfield Operations AKL Airfield office Staff Swissport 	5	3
11	Ground level West Plant rooms & bus door 13	AKL Airfield Operations	<ul style="list-style-type: none"> AKL Airfield Operations staff Ground Handler / Bus operations Door staff Engineering Services staff Customs (upstairs) 	4	3
12	Level 1 airside Customs & Duty-Free arrivals	Senior Customs officer on duty	<ul style="list-style-type: none"> Customs staff Immigration staff Duty Free retail staff 	8	7
13	Pier B L2 departures corridor to GL15-18	Airport Operations or Level 1 mezzanine retail supervisor	<ul style="list-style-type: none"> Airport Operations staff Level 1 mezzanine retail staff 	4	3
17	Pier B ground floor Bus lounges 16A-D	Airport Operations (or airline rep. if bus lounge in use)	<ul style="list-style-type: none"> Airline staff AKL Airfield Operations Staff Terminal Operations Staff Skybus Staff Engineering Services (Plantrooms) 	4	3

Zone	Zone description	Zone Warden	Fire Wardens	# of Fire Wardens normally needed	# of Fire Wardens off peak
18	Pier B L1 Arrivals Airbridges 15-18	Airport Operations (or airline rep. if Pier B arrivals gates are in operation)	<ul style="list-style-type: none"> • Airline staff • Terminal Operations Staff • Menzies Staff • Swissport Staff 	5	3
19	Pier B L2 Departures GL 15 -18	Airport Operations (or airline rep if Pier B gate lounges in operation)	<ul style="list-style-type: none"> • Airline staff • Terminal Operations Staff • Retail Staff 	5	3
20	Level 2 AVSEC Imaging Room & Airside Kea Track	Avsec	<ul style="list-style-type: none"> • Avsec staff in Imaging Room 	N/A	N/A

A5.1.6 Zone Wardens

A5.1.6.1 Zone Wardens are accountable to the Head Building Fire Warden. Zone Wardens consist of Airport Operations staff and persons in supervisory positions from multiple stakeholder organizations stationed throughout the terminal, as listed in the above table.

A5.1.6.2 Zone Wardens are readily identifiable wearing a fluorescent orange jerkin, inscribed with "Zone Warden" or by a distinctive uniform.

A5.1.6.3 Zone Wardens communicate directly to the EOC via internal telephones located strategically within each zone (ring EOC on extension 98882, 98809 or ICR non-emergency 98111) and using the various radio networks, including the Airport's radio network as well as the radio networks of the various stakeholder organisations present in EOC. Auckland Airport Wardens can communicate directly with the EOC using Auckland Airport radios. Wardens from other stakeholders will communicate with the representative their organisation has sent to EOC using their own organisation's radio system, and that representative present within EOC will relay the information to the Head Building Warden, and vice versa.

A5.1.6.4 Zone Wardens are responsible for:

- Reporting to the Zone Warden Box upon an evacuation or alert occurring, donning the orange Zone Warden vest, reporting into EOC that they are present and familiarizing themselves with the Zone Checklist.
- Co-ordinating and directing the fire wardens within their zone.
- Ensuring the evacuation of the zone and the movement of evacuated persons to an Emergency Assembly Point (if evacuated externally).
- Ensuring that any person requiring assistance is helped by Assistance Marshalling Point and that the Head Building Warden is informed of this.
- Ensuring that all tasks in the Zone Warden checklist for the zone (found in the Zone Warden fire box) have been completed.

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- Ensure that any contractors working in the area have vacated their site and obtain the number of contractors evacuated to confirm with the Head Building Fire Warden.
- Communicating with the Head Building Fire Warden regarding completion of tasks and status within the Zone.
- Overseeing the supervision of passengers at any airside Emergency Assembly Area.
- Ensuring Fire Wardens are placed at appropriate doors and entrance points to ensure that no one attempts to enter the evacuated zone.
- Receiving/carrying out any instructions of the Head Building Fire Warden (e.g., transferring guests to another zone that is not in evacuation to ensure zones do not exceed capacity).
- Supervising the re-entry process when directed to by EOC.

A5.1.6.5 If a sterile area is in evacuation and Zone or Fire Wardens need to move to this evacuation zone, staff should normally proceed through Aviation Security and be security screened when responding, however this is subject to life safety requirements. If it is considered necessary, staff can enter a sterile area under evacuation without passing through screening if needed to assist guests to evacuate in a timely manner or undertake Zone or Fire Warden duties. Reports of smoke or fire in a sterile area at the ends of the Piers some distance from the screening points would be an example of a situation where it would be appropriate to enter a sterile unscreened area to assist in the evacuation if there are insufficient screened Fire Wardens present.

A5.1.6.6 If unscreened entry occurs, this must be reported to EOC so that Avsec can be made aware and undertake the necessary re-sterilisation of the area before guest re-entry. When a sterile area is under ALERT mode only, staff must be security screened by Avsec prior to entering this area. If an arrivals area is under evacuation, staff do not need to be security screened provided they only enter the arrivals level.

A5.1.7 Fire Wardens

A5.1.7.1 Fire Wardens comprise of staff working in a particular zone, such as airport staff members, retail, tenancies, ground handler and border agency organizations, as listed in the above table. They are responsible to the Zone Warden.

A5.1.7.2 All Fire Wardens must have completed Auckland Airport's e-learning module Fire Warden Awareness. In addition, Fire Wardens must complete an annual familiarisation walk of their zone, resulting in a combined position of training every six months.

A5.1.7.3 The Fire Wardens are identified by fluorescent yellow jerseys, inscribed with "Fire Warden".

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A5.1.7.4 The key roles of Fire Wardens are to:

- Assist staff and visitors to evacuate by directing them to the appropriate exit.
- Checking all areas are clear and free of staff and visitors (keeping themselves safe while doing so) and report to the Zone Warden that the areas they have checked are clear.
- Taking up position at the points throughout the zone as shown with an F on the Zone Evacuation Map while the zone is in evacuation (unless directed or necessary to evacuate themselves).
- Staffing the Marshalling Assistance Point if requested to do so by the Zone Warden.
- If requested to do so, assist with passenger management control on the ramp or forecourt areas for Health & Safety requirements, provide reassurance or any information or updates to evacuated guests, or escort passengers on the apron back landside via the green evacuation line to the airside/landside emergency gates.
- Controlling doors to ensure that evacuated persons (or any other person) do not enter the evacuated area, until EOC (at the direction of AES and/or FENZ) announces it is safe to do so.
- Providing reassurance or any information or updates to evacuated guests.
- Assisting Zone Warden in any way.
- Assisting with the re-entry process.

A5.1.7.5 When entering areas under evacuation or checking that areas behind closed doors are clear and free of staff and visitors, Zone and Fire Wardens must be mindful of signs of heat, smoke and fire and are aware of their surroundings and risk signs:

- Visually look for evidence of smoke coming from under or around the door or downstairs.
- Touch the door with the back of a hand to check for any warmth.
- If the door is cool, touch the handle with a finger to check for any heat.
- If there are no signs of heat or smoke, then open the door to make a final check.
- Close the door after the area is checked and confirmed as clear.

A5.1.7.6 If there is any evidence of heat or smoke, report this to EOC or Fire & Emergency NZ by ringing 111. Do not enter the area yourself. If all is clear, enter to confirm the area has been evacuated and complete your Fire Warden duties.

A5.1.7.7 The same general principle about needing to be security screened when responding to an evacuation in a sterile area applies to Fire Wardens as outlined for Zone Wardens in para 5.1.6.5 above, subject to needing to enter to carry out Warden duties quickly for life safety reasons.

A5.1.8 Airport Emergency Services (AES)

A5.1.8.1 The Airport Emergency Service (AES) is Auckland Airport's emergency response team required under Part 139 of the Civil Aviation Rules. In addition to enabling Auckland Airport to meet its current ICAO Category response level if an airfield incident occurs, AES also has an industry response role as first responder for non-airfield, fire-related incidents at the Airport. The AES acts with full empowerment as a registered Industrial Brigade under the Fire & Emergency NZ Act 2017 and is the largest industrial fire brigade in New Zealand.

A5.1.8.2 As such, AES is responsible for all initial emergency incidents on airport, including the containment of fires, terminal evacuations and investigative response to fire alarms. In the event of an emergency the AES Officer in Charge will initially assume command and control of the incident on the ground, until such time as Fire and Emergency NZ (FENZ) appliances arrive.

A5.1.8.3 Subject to the circumstances of the incident, AES will generally respond via the FCR (Fire Control Room) located in the Baggage Make Up (evacuation Zone 3 and sprinkler system 7), adjacent to Stand 2, and commence by checking the mimic panel there and the sprinkler systems, before proceeding to the area of the incident.

A5.1.9 Fire and Emergency New Zealand (FENZ)

A5.1.9.1 The Fire and Emergency New Zealand Act 2017 creates a single, integrated fire and emergency services organisation known as Fire and Emergency New Zealand (FENZ) for rural and urban New Zealand.

A5.1.9.2 Whenever an evacuation of the ITB occurs, FENZ receives an automatic alert and will send two appliances, usually from one of the local South Auckland fire stations: Mangere, Otahuhu, Papatoetoe or Manukau.

A5.1.9.3 When FENZ appliances arrive, the FENZ Officer in Charge will legally assume command and control of the fire incident.

A5.2 Evacuation Zone Management

A5.2.1 Unique Airport Environment

A5.2.1.1 Management of evacuations at an international terminal building, which sits amid an active airfield environment, poses many challenges and risks in an evacuation setting not present in other buildings.

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A5.2.1.2 The international terminal operates under:

- Strict security requirements set by the Civil Aviation Authority and managed by the Aviation Security Service.
- Border processing requirements specified by Immigration NZ and Customs NZ and managed by the NZ Customs Service.
- Biosecurity requirements specified by MPI and the Ministry of Health and managed by MPI and Auckland Regional Public Health Service; and
- Public health requirements are specified from time to time by the Ministry of Health and managed by Auckland Regional Public Health Service.

A5.2.1.3 Therefore:

- Departing passengers who have been security screened cannot be mixed with passengers or staff who have not been security screened or who are arriving passengers (or else all passengers will require rescreening).
- Departing passengers who have been processed through Emigration and therefore 'left the country' should ideally not be evacuated to landside, or they will need to be re-processed.
- Conversely, arriving passengers who have not processed through Immigration border controls or MPI risk assessment should be avoided from being evacuated landside or else border controls and biosecurity controls designed to prevent risk goods entering New Zealand will have been bypassed.
- If there is a global pandemic health emergency, the Ministry of Health may require transiting passengers or passengers arriving from a port affected by the pandemic to be segregated from departing passengers, NZ based workers or travelers arriving from a Safe Travel Zone.

A5.2.2 Remember, Evacuated Persons are Airport Guests

A5.2.2.1 Airports can be stressful for travellers. A fire evacuation process will only increase stress levels for some travellers. Zone Wardens and Fire Wardens are asked to please be mindful of this as you go about your tasks. You have a key role to play in directing guests during an evacuation but please do so in a way that is human and friendly. Endeavour wherever possible to help make our travelling guests and other visitors feel reassured and safe during any evacuation process.

A5.2.2.2 The characteristics of occupants requiring evacuation from an international airport terminal differ from occupants in more conventional settings. The perception of travelling

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guests is likely to be that airports are highly managed spaces. As such, travellers may be unlikely to evacuate unless directed to do so, particularly if they are waiting in a queue to be processed or in a border processing area where fines are imposed for breaching border requirements and rules. Often, these travellers will also be very committed to the process they are undertaking (and their place in a queue).

- A5.2.2.3 Travellers may also be asleep or preoccupied and may be unfamiliar with the airport environment. There will also be many travellers who are emotional, nervous or stressed in relation to their travel. Some guests will also not speak English.
- A5.2.2.4 Auckland Airport is a participant in the Hidden Disabilities Sunflower Lanyard programme. This allows guests with disabilities or conditions that may not be visually obvious to signal that they require additional assistance or time. Please be alert for any guests wearing a Hidden Disabilities Sunflower Lanyard and endeavour to provide that bit more help in an evacuation situation and check whether assistance is required.
- A5.2.2.5 It is important that Zone and Fire Wardens be aware of these special characteristics and tendencies and provide clear instructions and guidance to travelling guests unfamiliar with the airport and evacuation processes. Appendix C sets out some commonly asked questions by guests during evacuation processes and suggested responses.

A5.2.3 Processes for Specific Zones

- A5.2.3.1 The ITB is divided into multiple evacuation zones that divide the building and allow for a phased evacuation regime. The evacuation zones (wherever possible) have been designed to reflect functional requirements and align with security zones so that, subject to life safety requirements, landside and airside occupants do not mix and semi-sterile or non-sterile occupants do not mix with sterile occupants.
- A5.2.3.2 As outlined above in section 5.1.5 and 5.1.6, the management 'on the ground' of the evacuation zone is the responsibility in the first instance of the Zone Warden (assisted by Fire Wardens), overseen by the Head Building Warden.
- A5.2.3.3 It is vitally important that Zone and Fire Wardens familiarise themselves with this Evacuation Scheme, which relates to the area they will have a responsibility in as a Zone or Fire Warden if an evacuation of the international terminal building occurs.
- A5.2.3.4 There are Warden Checklists for each zone within the Zone Warden Box (example pictured) for each Zone.

A5.2.4 Persons Requiring Special Assistance

- A5.2.4.1 All organisations leasing space in the ITB or undertaking operations with a regular presence in the ITB must maintain



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and regularly update a Register of Persons Requiring Assistance During an Evacuation. A sample Register Template is contained at Appendix I. In an evacuation, each Organisation is responsible for ensuring that any of its workers requiring assistance to evacuate is in the first instance provided with this assistance, or alternatively is helped to a Marshalling Assistance Point with this reported to the Zone Warden, who then reports this to the Head Building Warden, who will inform EOC. EOC will advise AES to provide evacuation assistance.

A5.2.4.2 The number of persons who require assistance passing through the International Terminal as travellers for a short period of time makes it impractical to maintain a full assistance register. Specific processes provided by the airlines and their ground handling agents are in place for the assistance of travellers.

A5.2.4.3 Persons requiring assistance to evacuate within the ITB are required to gather at strategic points (Assistance Marshalling Points) within the building. Assistance Marshalling points are marked on the evacuation maps with an "M" in a blue circle. The Zone Wardens report to the Head Building Fire Warden about the numbers of persons requiring assistance and their location.



A5.2.4.4 Zone Wardens are to advise EOC when persons requiring assistance are clear of the evacuation zone or remaining at a specific marshalling point or a place of safety location.

A5.2.4.5 Passengers under the responsibility of the airline/ground handler will continue to be cared for by the airline/ground handler in the passage to a safe zone or place of safety.

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A5.2.4.6 Special evacuation chairs are available at strategic points (listed in Appendix E) to assist with passenger's evacuation.

A5.2.4.7 Auckland Airport is a member of The Hidden Disabilities Sunflower Lanyard programme. The Sunflower Programme, with its cheerful sunflower emblem, is a discrete way people can indicate a non-visible disability and the need for some support or simply a bit more time when moving through the airport. Up to three-quarters of disabled people do not provide a visual clue (such as an aid or device like a wheelchair, a guide dog, a white cane, or a hearing aid) to easily identify their disability. The Hidden Disabilities Sunflower Lanyard enables people with non-visible disabilities whose requirements aren't immediately obvious – including for example people with autism, dementia, anxiety, or conditions that cause chronic pain – to be identified by staff and provided with additional assistance. Fire Wardens and staff should be alert for any evacuated person wearing a sunflower lanyard and take any steps possible to provide this guest with additional assistance or information and reassurance.



A5.2.5 Evacuation of Tenants and Concessionaires

A5.2.5.1 Tenants and staff of concessionaires holding permanent Civil Aviation Authority Identity Cards must have completed the online induction course modules on either general Fire Awareness (all staff) or Fire Warden Training (all supervisory staff and staff employed by an organisation with Fire Warden responsibilities). They must also be familiar with the evacuation instructions for the evacuation zone their tenancy is located in. If an evacuation alarm sounds, tenants and staff of concessionaires must direct any passenger or guest in their premises to evacuate to a safe area and direct them either to the nearest adjacent zone in alert or towards the nearest appropriate emergency exit. Any visitor being escorted under a Temporary Avsec Identity Card must remain under escort while airside during any evacuation.

A5.2.5.2 Tenants and concessionaires must have their supervisory and management staff trained to act as Fire Wardens for their tenancy or concession and assist with ensuring that any occupants evacuate the premises in accordance with the Fire & Emergency NZ Act 2017, Fire Safety, Evacuation Procedures & Evacuation Schemes Regulations 2018.

A5.2.5.3 Retail compliance audits and inspections are regularly undertaken with results collated and reviewed with a continuous improvement focus.

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A5.2.6 Evacuation of Contractors

- A5.2.6.1 Contractors holding permanent Civil Aviation Authority Identity Cards must have completed the online induction course modules on either general Fire Awareness (all staff) or Fire Warden Training (all supervisory staff). They must also be familiar with the evacuation instructions for the evacuation zone they are working in.
- A5.2.6.2 Contractors airside on Temporary Airport Identity Cards must always be under the supervision of a permanent Civil Aviation Authority Identity Card holder who is responsible for ensuring they are informed of the appropriate emergency exits for the area they are working in and, if an evacuation alarm sounds, escorting this temporary contractor to the appropriate emergency exit or safe adjacent alert zone and continuing to supervise them.
- A5.2.6.3 Any tenant, concessionaire or Auckland Airport Contract Manager who has engaged contractors to be on site must ensure that the Contractor has been provided with relevant evacuation instructions prior to commencing work, including relevant maps.
- A5.2.6.4 All work sites of medium risk or greater or impacting on public facing areas must hold a Permit to Work issued by Auckland Airport and the Operations Control Centre advised of the location of works.
- A5.2.6.5 Any worker entering a plantroom, electrical room or the roof top in the ITB must advise Monitoring before entering these areas. Upon evacuation of the ITB, any worker in the plantroom, electrical room or on the rooftop must contact Monitoring to report that they have evacuated (and if they cannot get through to Monitoring, then instead report to the Zone Warden who will relay the message to EOC).
- A5.2.6.6 All contractors must vacate the zone affected during any evacuation and follow the instructions of the Fire Wardens and Zone Wardens.
- A5.2.6.7 Contractors must report to the Zone Warden after vacating any zone in evacuation. The Zone Warden will communicate the number of contract staff accounted for to the Head Building Fire Warden in EOC.
- A5.2.6.8 Any tenant, concessionaire or Auckland Airport Contract Manager who has engaged contractors to be on site must take all reasonable steps to verify that their contractor has evacuated the ITB and, if this is unable to be verified, notify either the Head Building Warden or EOC.

A5.2.7 Process for Aircraft

- A5.2.7.1 When airside evacuation zones of the ITB are in evacuation, ATC must advise international aircraft approaching the terminal that an evacuation is underway, people may be

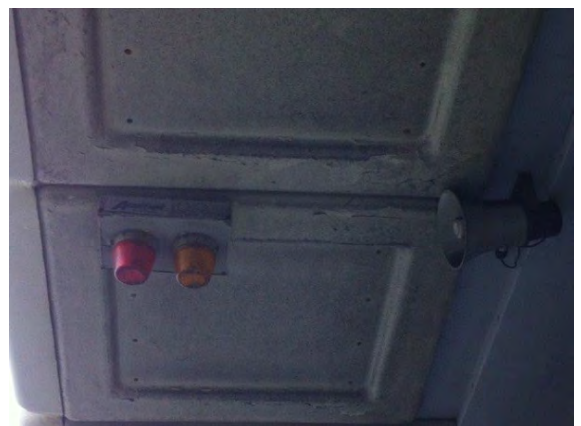
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evacuating onto the apron, and the aircraft must hold on to the taxiway or at remote stands, unless otherwise directed.

- A5.2.7.2 Aircraft at the gate in zones under evacuation must shut off engines and cease boarding or disembarkation of passengers. The Ramp Coordinators must ensure that pilots are aware of this process.
- A5.2.7.3 If boarding is underway and can be completed within several minutes, then passengers in airbridges or the terminal can complete aircraft boarding if it is safe to do so.
- A5.2.7.4 Passengers who have boarded, or have not yet disembarked, must be seated and told to await further instructions and the 'all clear'. The aircraft door should be closed. Passengers must not disembark and enter the terminal building.
- A5.2.7.5 EOC (in conjunction with or upon instruction from AES or FENZ) will advise if passengers need to evacuate the aircraft or whether it needs to be disconnected from the airbridge and moved off the gate.
- A5.2.7.6 If a piece of ramp equipment catches fire whilst attached to the aircraft, it will be the pilot's decision whether to evacuate the passengers from the aircraft. In this case, passengers evacuate off the aircraft into the ITB and return to the gate lounge.
- A5.2.7.7 In the unlikely event that a terminal fire alarm occurs at the same time as a ramp fire alert, then EOC will need to determine the appropriate safe location and use special PA announcements to direct people to safe zones.

A5.2.8 Workers Outside the ITB

- A5.2.8.1 Staff working on the Apron should not enter the building when the alarm is sounding. Speakers installed outside the building will advise apron people of the emergency message within the building.
- A5.2.8.2 There are also warning lights installed near entrances to the ITB on the apron. Red flashing lights indicate that an alarm is taking place within the building and that it is not safe to enter this part of the building. Amber flashing lights indicate that an alarm is sounding in an adjacent evacuation zone, and you should enter the building with caution.



A5.2.9 The Re-entry Process

- A5.2.9.1 The re-entry process is managed by the Head Building Warden in EOC via a 3 stage process. Once the FENZ or AES Officer in Charge has cleared the building for re-entry to begin, AES will inform the Head Building Warden to start the re-entry process and to

dispatch any building system or baggage system technical staff if they are not already in attendance.

- A5.2.9.2 **Stage one (resetting services)** involves resetting the fire alarm system and preparing the building systems, including security, baggage systems, HVAC, lifts, escalators and travellers. AES or FENZ advise EOC that Stage 1 re-entry may commence. Airport Operations staff will be able to reset or check some of these systems. For other services (eg baggage systems), essential technical staff will need to be specifically authorised by the Head Building Warden to enter the evacuated area. Only Airport Operations, AES, FENZ or essential technical staff authorised by the Head Building Warden, EOC, AES, or FENZ may re-enter the evacuated areas in Stage 1. Once these services have been given an 'all clear' by Airport Operations, the Head Building Warden can start Stage 2 re-entry (staff re-entry).
- A5.2.9.3 **Stage two (staff re-entry)** involves allowing essential staff to re-enter the building to prepare for processing of passengers. The Head Building Warden decides for Stage Two to commence based upon receiving clearance from the Airport Operations staff member on site or by any technical staff undertaking checks. If no essential building systems need checking or restarting, then the Head Building Warden can determine the commencement of Stage 2 re-entry themselves. A public PA announcement will be made by EOC announcing the commencement of Stage 2 re-entry. Avsec will undertake any re-sterilisation (if required) of sterile areas during Stage 2. Zone Wardens, Fire Wardens, and sufficient aviation workers will need to remain with evacuated persons during Stage 2 to staff the entry and exit points at the boundary of the evacuated zone, as well as to supervise passengers evacuated externally onto apron areas so as to manage the Emergency Assembly Points and the security and safety of these evacuated persons. Ensuring the supervision of passengers evacuated onto the Apron is a shared responsibility of all airside-based workers. Therefore, enough workers holding AICS must remain with evacuated passengers despite Stage 2 re-entry, allowing staff to re-enter the evacuated area.
- A5.2.9.4 **Stage three (passenger re-entry)** involves all remaining staff and evacuated guests returning to the evacuated areas. Zone Wardens, Fire Wardens and sufficient workers will need to remain with passengers evacuated externally onto apron areas to help manage and facilitate the re-entry process and securing of any fire exits used for re-entry purposes. The Head Building Warden decides for Stage Three re-entry to commence, based upon having received the following information:

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- If the area evacuated was a sterile area, confirmation from Avsec that the area has been re-sterilised (or does not require re-sterilisation).
- If the evacuated area is the check-in area, confirmation from:
 - airlines and operations that the check-in queuing area has been reconfigured appropriately, and
 - the Baggage Handling O&M Provider and Avsec that the HBS systems are ready.
- If the area is an emigration or immigration border processing area, then visual confirmation by CCTV (or border agency staff present in EOC) that the relevant border agencies are in place so that passengers will not be able to walk past processing areas without relevant border requirements being complete.

A5.2.9.5 All emergency service personnel and Wardens need to be aware of this process and not allow public to re-enter prior to this final stage. Instructions for staff and public re-entry may only come via EOC. Do not commence re-entry on verbal advice from AES or FENZ. This creates confusion during the re-entry process in large scale evacuations. If in doubt, check with EOC.

A5.3 Alert Zone Management

A5.3.1 Evacuation into Adjacent Alert Zones

A5.3.1.1 When a zone goes into evacuation, passengers, staff and guests who are airside (ie departing passengers who have passed through Aviation Security and Customs or arriving passengers who have not yet completed immigration processing by Customs, Immigration and MPI) should preferably be directed to evacuate into an adjacent internal zone which is in alert mode if this is safe, rather than outside. This is because people are more comfortable inside and not exposed to the inherent risks of airfield and apron areas. It also avoids the mixing of screened and unscreened passengers, the need to rescreen passengers and also avoids the risk of uncleared arriving passengers being released landside who have not completed border processing.

A5.3.1.2 However, this is subject to life safety which must always come first. If there is any doubt about the safety of passengers, guests and staff remaining inside in an adjacent evacuation zone, then they must be directed to evacuate outside. EOC will instruct if this is to occur (which may be at the direction of AES and/or FENZ).

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A5.3.2 Summary of Alert Zones

A5.3.2.1 The following table summarises which zones will go into alert when zones are in evacuation mode. More detail around alert zones and actions by the fire system in alert zones may be found in the simple cause and effect matrix set out at Appendix B.

Zone	Zone description	Zones in Alert
1	Landside arrivals, meeters and greeters, check-in counters and concourse. Mezzanine floor offices	<ul style="list-style-type: none"> Zone 2 – MPI Bag Hall reclaim Zone 3 – Baggage Make-up Zone 4 – Level 1 landside Zone 4B – WPI Construction Zone Zone 1C – Western Truck Dock (Ground Floor) Zone 1C – Bulk Processing (Avsec) Level 1
1C	Western Truck Dock	<ul style="list-style-type: none"> Zone 1 – Ground Floor Departure / Arrival - Landside Zone 2- Ground Floor Arrival Hall - Airside Zone 4 – First Floor Food Court – Landside Zone 4C – OCC on Level 1 - Landside Zone 5 Level 1 Departure - Airside Zone 12 Level 1 ITB West End Plant Rooms, Bus Operations (Door 13)
2	MPI Bag Hall reclaim	<ul style="list-style-type: none"> Zone 1 – Ground and Ground Mezzanine Landside Zone 1C – Western Truck Dock (Ground Floor) Zone 1C – Bulk Processing (Avsec) Level 1 Zone 3 – Baggage Make-up Zone 11 - Ground level West Plant rooms, bus door 13 Zone 12 - Level 1 airside Customs & Duty-free arrivals
3	Baggage Make-Up	<ul style="list-style-type: none"> Zone 1 – Ground and Ground Mezzanine landside Zone 1C – Western Truck Dock (Ground Floor) Zone 1C – Bulk Processing (Avsec) Level 1 Zone 2 – MPI Bag Hall reclaim
3A	East Baggage Make-Up	<ul style="list-style-type: none"> Zone 3 – Baggage Make-Up
4	Level 1 landside food-court and retail, pre-boarding pass scanners, offices	<ul style="list-style-type: none"> Zone 1 – Ground and Ground Mezzanine Landside Zone 1C – Bulk Processing (Avsec) Level 1 Zone 1C – Western Truck Dock (Ground Floor) Zone 4A - L1 airside Customs/Avsec departure processing areas Zone 4B - WPI Construction Zone Zone 4C - L1 landside Operations Control Centre Zone 5 - Level 1 airside retail and dwell, 2nd floor Mezzanine airside Zone 6 - Level 2 tenancies, kitchens and Avsec Ready Room
4A	L1 airside Customs/Avsec departure processing areas	<ul style="list-style-type: none"> Zone 4 – Level 1 landside Zone 4B - WPI Construction Zone Zone 5 - Level 1 airside retail and dwell, 2nd floor Mezzanine airside Zone 6 - Level 2 tenancies, kitchens and Avsec Ready Room
4B	Zone 4B – WPI Construction Zone	<ul style="list-style-type: none"> Zone 1 – Ground and Ground Mezzanine Landside Zone 4 – Level 1 landside Zone 4A - L1 airside Customs/Avsec departure processing areas
4C	L1 landside Operations Control	<ul style="list-style-type: none"> Zone 1C – Bulk Processing (Avsec) Level 1 Zone 1C – Western Truck Dock (Ground Floor)

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Zone	Zone description	Zones in Alert
	Centre	<ul style="list-style-type: none"> • Zone 4 - Level 1 landside • Zone 12 - Level 1 airside Customs & Duty-free arrivals
5	Level 1 airside retail and dwell, 2 nd floor Mezzanine airside	<ul style="list-style-type: none"> • Zone 1C - Bulk Processing (Avsec) Level 1 • Zone 1 - Ground and Ground Mezzanine Landside • Zone 1C - Western Truck Dock (Ground Floor) • Zone 4 - Level 1 landside • Zone 4A - L1 airside Customs/Avsec departure processing areas • Zone 7 - Level 2 VIP Lounges (Strata, QF & EK) • Zone 7A - Level 2 Air NZ VIP Lounge • Zone 8 - Pier A North • Zone 13 - Pier B L2 departures corridor to GL15-18
6	Level 2 tenancies, kitchens and Avsec Ready Room	<ul style="list-style-type: none"> • Zone 4 - Level 1 landside • Zone 4A - L1 airside Customs/Avsec departure processing areas • Zone 7 - Level 2 VIP Lounges (Strata, QF & EK) • Zone 7A - Level 2 Air NZ VIP Lounge • Zone 20 (Avsec imaging room and Kea Track) evacuates when Zone 6 evacuates
7	Level 2 VIP Lounges (Strata, QF & EK)	<ul style="list-style-type: none"> • Zone 5 - Level 1 airside retail and dwell, 2nd floor Mezzanine airside • Zone 6 - Level 2 tenancies, kitchens and Avsec Ready Room • Zone 7A - Level 2 Air NZ VIP Lounge • Zone 20 - (Avsec imaging room and Kea Track)
7A	Level 2 Air NZ VIP Lounge	<ul style="list-style-type: none"> • Zone 5 - Level 1 airside retail and dwell, 2nd floor Mezzanine airside • Zone 6 - Level 2 tenancies, kitchens and Avsec Ready Room • Zone 7 - Level 2 VIP Lounges (Strata, QF & EK)
8	Pier A North - ground floor and GL 4A-D	<ul style="list-style-type: none"> • Zone 2 - MPI Bag Hall reclaim • Zone 5 - Level 1 airside retail and dwell, 2nd floor Mezzanine airside • Zone 9 - Pier A South • Zone 10 - Pier A South undercroft • Zone 12 - Level 1 airside Customs & Duty-Free arrivals
	Pier A North - L1 Arrivals GL 1-4	
	Pier A North - L2 Departures GL 1-4	
9	Pier A South - ground floor and GL 4E	<ul style="list-style-type: none"> • Zone 8 - Pier A North • Zone 10 - Pier A South undercroft
	Pier A South - L1 Arrivals GL 5-10	
	Pier A South - L2 Departures GL 5-10	
10	External ground level under-croft of building underneath GL 8 & 10	<ul style="list-style-type: none"> • No other zones in alert when zone 10 is in evacuation
11	Ground level West Plant rooms, bus door 13	<ul style="list-style-type: none"> • Zone 2 - MPI Bag Hall reclaim • Zone 12 - Level 1 airside Customs & Duty-free arrivals

Zone	Zone description	Zones in Alert
12	Level 1 airside Customs & Duty-free arrivals	<ul style="list-style-type: none"> Zone 1C – Bulk Processing (Avsec) Level 1 Zone 1C – Western Truck Dock (Ground Floor) Zone 2 – MPI Bag Hall reclaim Zone 4 – Level 1 landside food-court and retail, pre-boarding pass scanners, offices Zone 4C – L1 landside Operations Control Centre Zone 8 – Pier A North Zone 11 – Pier B ground floor plant rooms and bus door 13 Zone 13 – Pier B L2 departures corridor to GL15-18 Zone 18 – Pier B L1 Arrivals Airbridges 15-18
13	Pier B L2 departures corridor to GL15-18	<ul style="list-style-type: none"> Zone 5 – Level 1 airside retail and dwell, 2nd floor Mezzanine airside Zone 19 – Pier B L2 Departures GL 15 -18
17	Pier B ground floor Bus lounges 16A-D	<ul style="list-style-type: none"> Zone 18 – Pier B L1 Arrivals Airbridges 15-18 Zone 19 – Pier B L2 Departures GL 15 -18
18	Pier B L1 Arrivals Airbridges 15-18	<ul style="list-style-type: none"> Zone 12 – Level 1 airside Customs & Duty-free arrivals Zone 17 – Pier B ground floor Bus lounges 16A-D Zone 19 – Pier B L2 Departures GL 15 -18
19	Pier B L2 Departures GL 15 -18	<ul style="list-style-type: none"> Zone 13 – Pier B L2 departures corridor to GL15-18 Zone 17 – Pier B ground floor Bus lounges 16A-D Zone 18 – Pier B L1 Arrivals Airbridges 15-18
20	Level 2 AVSEC Imaging Room & Airside Kea Track	<ul style="list-style-type: none"> Evacuates if Zone 6 evacuates Zone 6 – Level 2 landside offices and kitchens Zone 7A – Level 2 Air NZ VIP Lounge

A5.3.3 Management of Occupant Volumes in Alert Zones

A5.3.3.1 The Head Building Warden is responsible for ensuring that the surrounding alert zones do not become overcrowded and exceed their designed maximum occupancy as passengers and guests evacuating the evacuation zone move into the alert zone. The primary tool for the Head Building Warden to monitor occupancy volumes is via CCTV in the Emergency Operations Centre, and reports received by EOC from the Zone Warden and Fire Wardens in the adjacent areas.

A5.3.3.2 The control mechanisms available to be used (or directed) by the Head Building Warden inside the EOC to manage the overall occupancy of the alert zone include the following:

- Tensa tapes to stop further passengers or guests moving into the alert zone.
- Airport staff or Fire Wardens directing passengers or guests to use alternative routes.
- Slowing or halting processing in up-stream areas (including holding arriving passengers on aircraft or not allowing departing passengers to move upstairs after check-in).
- Switching off escalators and/or travellers.

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- Moving passengers or guests into available and suitable holding areas.
- Use of early (or postponed) call to gate.
- Changing of the allocated gate lounge, aircraft stand or baggage carousel in order to alter passenger movements and congregation.
- Communicating with passengers and guests through the various communication means outlined in para 5.4 below.

A5.3.4 Fire System Actions in Alert Zones

The Fire Management System automatically plays alert messages using the PA system in alert zones.

A5.4 Communication During Evacuations

A5.4.1 Communication to Zone and Fire Wardens

A5.4.1.1 The primary methods of communication to Zone Wardens is through the use of the Auckland Airport digital radio system, direct communication through airport warden box phones, and cascading communication via EOC through the organisation's representative in EOC communicating with the Zone Warden on their organisation's own radio network.

A5.4.1.2 Emergency updates are also sent to all airport stakeholders through the Noggin system (an advisory text and email alert message system).

A5.4.2 Communication to the Public

A5.4.2.1 The co-ordination of messages and communications to the public and stakeholders is via the EOC.

A5.4.2.2 The primary method of communication is via the PA system. Evacuation messages provide information to building occupants regarding actions needing to be undertaken such as evacuating a zone, awaiting further instructions, re-entry or other relevant update messages.

A5.4.2.3 Standard messages are set out in the table below:

Standard Evacuation Message	"The alarms are sounding. Please evacuate the zone you are in. Follow airport personnel instructions."
Standard Alert Zone Message	"Attention please, attention please. You may be required to vacate the zone you are in. Please await further instructions."
Standard Re-entry Zone Message – staff	"Attention please, attention please. All staff may now enter the terminal to prepare for passenger processing. Passengers will be advised as soon as possible for re-entry. Thank you for your patience."
Standard Re-entry Zone Message – passengers and guests	"Attention please, attention please. You may now re-enter the evacuated area. Normal passenger processing has resumed. Please proceed immediately. Thank you for your

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patience.”

Note: Zone 2 has a slightly modified message asking passengers to leave their bags when they evacuate.

A5.4.2.4 Non-standard PA messaging will occur as required with the information the EOC needs conveyed to waiting staff, passengers and guests regarding matters such as keeping roadways and exit doors clear. EOC has a range of pre-scripted messages. FENZ and/or AES can also request the EOC to make an announcement with a particular message that FENZ and/or AES requires.

A5.4.2.5 Other means of communicating information to the public available to the EOC includes:

- Messages on digital mobile stands.
- Whiteboard messaging.
- Messaging via social media apps.
- Messaging via corporate web-page banner.
- Messaging on portal entry screens at processing points (check-in counters, call to gate, gate lounge, baggage carousel changes).
- Messaging by staff undertaking passenger processing (eg, ground handlers at check-in or disembarkation, border processing staff at Aviation security or Customs staff at Emigration or Immigration).
- Messaging by roaming staff, with or without megaphones.
- Information provided by the Contact Centre to guests phoning the airport.

A5.5 Technical Description of ITB Fire Systems

A5.5.1 Overview

- A5.5.1.1 The fire system as a whole is made up of a number of individual systems, all of which contribute to the life safety and asset protection of the ITB, eg the fire detection system, the fire protection or suppression system, smoke control systems, etc.
- A5.5.1.2 Sitting over the top of all of these systems is the Fire Management System (AMPAC System), which monitors the detection, protection and smoke control systems, provides user interfaces for FENZ and Operations, triggers alerts and evacuations using the alarm system, and also automatically sends direct alarm messages to FENZ.
- A5.5.1.3 A summary of the Fire System is in the table below. An abridged cause and effect matrix may be found at Appendix B to the ITB Fire Evacuation Scheme. A full cause and effect matrix indicating the actions undertaken by all of the components of the fire system is too large to include within this document, however a copy can be obtained by emailing knowledge.management@aucklandairport.co.nz.

Fire System Component	Brief Description
Fire Event Management System	The AMPAC System monitors the detection, protection and smoke control systems, provides user interfaces, triggers alerts and evacuations, and automatically sends direct alarms to FENZ. AMPAC SmartView is used as the integrated graphical monitoring software.
Fire Detection System	Smoke detectors which when one goes off in an area calls for an investigation and when two smoke detectors or one heat detector or manual call point go off in an area creates an evacuation.
Kitchen Fire Suppression System	The Fire suppression systems are installed to protect kitchen range hoods and associated equipment, specifically designed to extinguish fires caused while cooking. Upon discharge of the chemical agent and then the sprinkler system is activated to release water through the sprinkler heads, supported by pumps to maintain adequate pressure. Additionally, a limited number of gas suppression systems are installed in key Food and Beverage facilities for enhanced protection.
Gas Suppression system	The system is designed to suppress fire in the Server Room and Electrical Rooms using inert gas. The gas suppression panels are integrated with the building's fire alarm system, and upon activation, they initiate an evacuation alarm in the affected zone while simultaneously notifying FENZ and AES.
Smoke Control	The actions programmed into the HVAC system to stop the flow of air when smoke is detected (activating smoke dampers or stopping the operations of associated HVAC components such as AHU, OAU, etc) or to extract smoke air and vent it externally, as well as interfaced smoke curtains which drop to prevent the spreading of smoke between adjacent zones.

Fire System Component	Brief Description
Hydrant System	Riser mains and hydrants throughout the terminal used by AES and FENZ to connect hoses to in the event of a fire
Audio PA and alarms	The audio PA and alarm system which provides automatic messaging, alerts and alarms to evacuation zones or put them into alert.
Hand-held equipment	Extinguishers and hose reels
Passive Fire Protection	Ensuring all fire walls and smoke doors are maintaining the integrity with no holes in fire walls. Fire stoppings are applied in accordance with the standards.
Fire egress	Interfaced doors, Fire exit corridors, fire exits, stairwells, points of assembly, exit and Emergency Assembly Point signage, emergency lighting, training and systems, fire warden equipment, evac chairs

A5.5.2 Fire Event Management System

A5.5.2.1 The current Fire Event Management System is AMPAC Smart-Graphics.

A5.5.2.2 The Fire Alarm Control Panel (FACP), controlling the whole ITB, is located at the Operations Control Centre at the ICR position. The ICR position is fully trained in its use. A back up panel is located at the Disaster Recovery site at Walsh Brothers Place.

A5.5.2.3 Mimic panels are provided at each of the Fire Control Rooms and also outside Door 3 Of the ITB on the main forecourt. In addition, each of the mimic panels have a LCD annunciator to remotely display the status and provide control of the FACP.



A5.5.3 Detection Systems

A fire detection system comprising smoke detectors, heat detectors where smoke detectors are not appropriate and manual call points is provided throughout virtually all areas of the ITB, in accordance with NZS 4512.

A5.5.4 Smoke Detectors

A5.5.4.1 Fire detection is a key component of the fire safety strategy for the ITB, with the detection and alarm provisions relating closely to the overall egress strategy. Early detection of a fire allows early activation of the active fire safety systems and for investigations to occur which may (in the case of false alarms or the early stages of an event) avoid the need for an evacuation, or alternatively, ensure that if evacuation is required, it is initiated quickly, before conditions worsen.

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A5.5.4.2 For the majority of the ITB, smoke detection is appropriate. Where smoke detection is not appropriate (eg approved kitchens, plant room areas, permitted smoking areas), heat detectors or other detectors appropriate to the environment are installed.

A5.5.4.3 The building is designed with a double-knock smoke detection system:

- Activation of a single smoke detector will only initiate an alert at the FACP (located within the EOC) and the mimic panels. This alert prompts AES to initiate an immediate investigation of the issue as the first responders, thus reducing the likelihood of an evacuation and/or large-scale disruptions due to a false alarm or an event at an early stage which can be brought easily under control or be prevented in the first place. There are no automated messages in the event of a single sensor activation, unless manual control evacuation is initiated. If AES is unable to immediately attend a single sensor investigation call, then ICR needs to send an Auckland Airport Fire Warden to investigate, and if any evidence of smoke, fire or heat is found, then FENZ should be requested to attend.
- Activation of a second smoke detector initiates the occupant warning system and commences an evacuation of the affected zone as well as activating other fire safety systems (such as smoke control and compartmentation measures) and automatically initiating a FENZ call-out. The alarm is initiated at the FACP (located within the EOC) and the mimic panels, providing automatic notification to the ICR position in the Operations Control Centre, who notify AES to respond.

A5.5.5 Manual Call Points

A5.5.5.1 Manual call points are located throughout the ITB to be used by workers or visitors in the ITB, if they notice fire or smoke, to manually cause an evacuation of the ITB if the automatic alert system has not initiated an evacuation of the zone.

A5.5.5.2 Activation of a manual call point will result in evacuation of the zone affected and places the adjacent zone/s into alert mode. Automatic notification of the activation is given to FENZ and ICR (who notify AES), with all actions occurring as if a double knock of a smoke detector had occurred in the zone.

A5.5.5.3 The event may be upgraded at any time to evacuate more occupants, either manually by ICR at the direction of Fire Wardens, AES or FENZ, or automatically by the fire detection system if more devices are activated.

A5.5.6 Sprinkler System

The ITB is sprinkler-protected (with limited specific exemptions, see below) in accordance with NZS 4541. In most arrangements and fire scenarios, sprinklers will activate in the

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early stages of fire growth and minimise likelihood of large-scale airport disruptions due to fire. Sprinklers will also reduce smoke, as less smoke is produced from a smaller controlled fire than a fire not controlled by sprinklers.

A5.5.7 Sprinkler Exemptions

The ITB is sprinkler-protected throughout, except in the case of rooms with high-voltage electricity equipment, rooms with highly sensitive telecommunications equipment or where specifically not required by NZS 4541. Alternative methods of mitigating fire spread are installed in these areas, such as gaseous suppression or fire separation.

A5.5.8 Sprinkler Zones

Sprinklers zones are designed to align with evacuation zones. The activation of the sprinkler system causes an automatic 'evacuation' of the zone affected and places the adjacent zone/s into 'alert' mode.

A5.5.9 Sprinkler Alerts and Other Control Measures

Sprinkler activation also initiates an alert at the AMPAC SmartView (located in the EOC) and mimic panels, allowing AES first-responder investigation to take place. Sprinkler activation will also initiate the occupant warning system causing relevant public address messages to be relayed and activate other active fire safety systems, such as smoke control measures, fire curtains, etc.

A5.5.10 Fire Control Rooms

A5.5.10.1 The ITB is effectively two buildings for fire control. The line of demarcation runs between the terminal as constructed prior to 2007 and Pier B area to the West.

A5.5.10.2 There is a separate fire control room for each area – the Eastern Fire Control Room airside adjacent to Stand 2 and the Western Fire Control Room landside adjacent to Pier B. These are also sometimes referred to as Sprinkler Pump Rooms.

A5.5.10.3 Refer also to the Combined Sprinkler System set out in simple Cause and Effect Matrix located in Appendix B to the ITB Fire Evacuation Scheme or email knowledge.management@aucklandairport.co.nz to request the full Cause and Effect Matrix.

A5.5.11 Fire Control Room East

A5.5.11.1 The FCR ("Fire Control Room") East is in the Baggage Make Up (evacuation Zone 3 & sprinkler system 7) on both ground and mezzanine floor, adjacent to Stand 2.

A5.5.11.2 The FCR mezzanine level houses 19 sprinkler systems each capable of sending a direct evacuation signal via the AMPAC Fire Finder System to ICR and FENZ through ADT directorate. These signals also activate the PA systems and smoke control systems.

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A5.5.11.3 The FCR ground level houses a sub-node providing status data of the AMPAC Fire Finder system, located adjacent to a mimic panel providing location of a fire incident. Also housed within this section of the FCR is the primary mains incomer supplying the above sprinkler systems, adjacent to a secondary sprinkler pump, fed from underground tanks, and all associated system monitoring.

A5.5.11.4 An evacuation is initiated from the Eastern sprinkler FCR, however any of the 21AMPAC Fire Finder System nodes depending on their location together with ICR would control an evacuation in association with the AMPAC graphics for fire location.

A5.5.12 Fire Control Room West

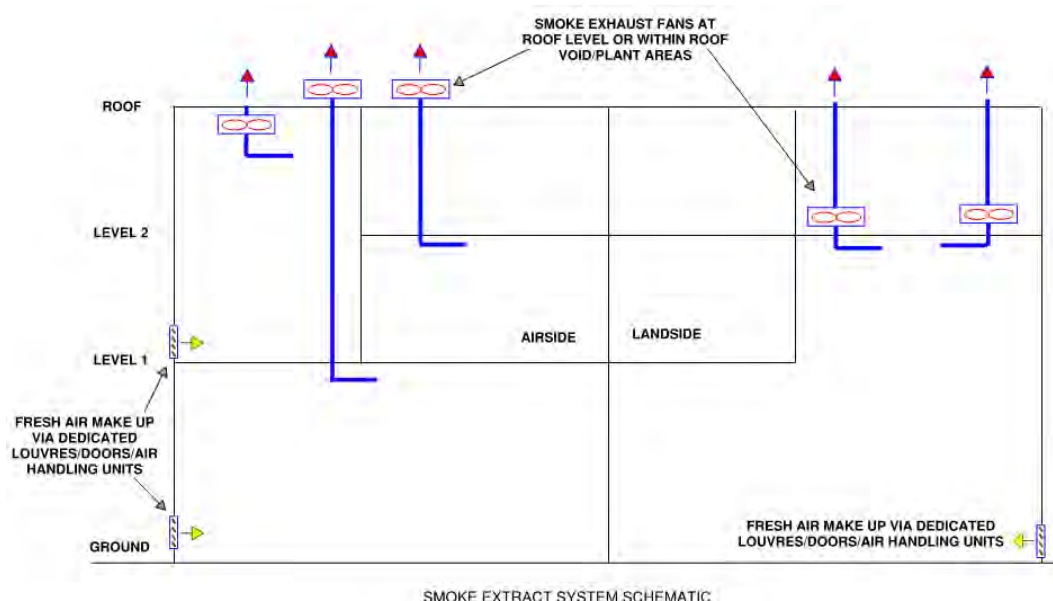
A5.5.12.1 The FCR West at the landside junction of Pier B currently houses 7 sprinkler systems, each capable of sending a direct evacuation signal via the AMPAC Fire Finder System to ICR and FENZ through ADT directorate as well as activating the PA systems and smoke control systems. External to the FCR is a mimic panel identical to that of the Eastern FCR and designed to perform similar functions.

A5.5.12.2 An evacuation is initiated from the Western sprinkler FCR, however AMPAC Fire Finder Node 1 has been relocated into Airside Pier B Ground Floor Plantroom 4 but together with ICR this node will control an evacuation in association with the AMPAC graphics for fire location.

Note: mimic panels in the terminal will display the zone of any fire or system faults in the various fire zones.

A5.5.13 Smoke Control

A5.5.13.1 The smoke extract and smoke clearance systems are an automatic system initiated by the fire alarm in large volume area to reduce the smoke within an area and thereby allow safe evacuation to occur (see schematic diagram below).



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A5.5.13.2 Smoke control systems within the ITB include:

- Smoke baffles.
- Smoke reservoirs.
- Smoke exhaust and extract systems.
- Smoke curtains.
- Passive construction (where smoke rated walls, doors and glass are used in construction).

A5.5.13.3 The active smoke control systems are designed to activate on the activation of two smoke detectors (under the double knock system) or upon the activation of a sprinkler or Manual Call Point. The exceptions are smoke curtains which will only drop on the activation of a localised smoke detector and one detector in adjacent zone.

A5.5.13.4 Smoke Curtains/shutters are in the following locations:

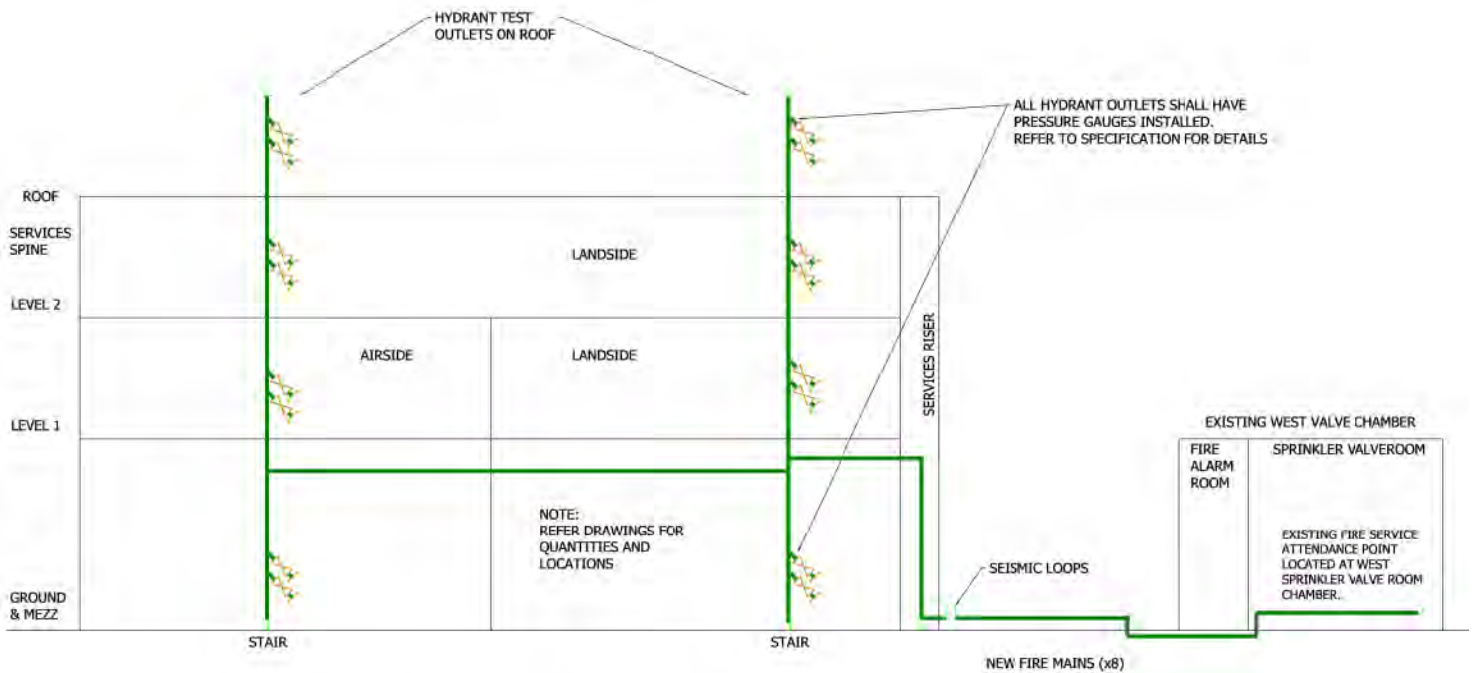
- Zone 4 (Level 1 landside dwell) at Avsec temporary ID office grill
- Zone 4A (Emigration Level 1) at Emigration Entrance after LAGS area
- Zone 4A (Emigration Level 1) at Emigration exit after re-composition area
- Zone 5 (Level 1 airside mail dwell) entrance to Pier A
- Zone 5 (Level 1 airside mail dwell) within the throat of Pier B
- Zone 7A (Level 2 airside) Air NZ lounge main entrance
- Zone 8 and 9 boundary (Level 1 Pier A) smoke shutter
- Zone 8 and 9 boundary (Level 2 Pier A) smoke shutter

A5.5.13.5 The operation of the active smoke control systems is controlled by the Cause-and-Effect Matrix to ensure only the areas affected by a fire operate. Email knowledge.management@aucklandairport.co.nz if a copy of the full Cause and Effect Matrix is required.

A5.5.14 Hydrants and Riser Mains

A5.5.14.1 The Fire Hydrants are a system used by the Brigade and AES during an emergency to gain access to a constant and reliable supply of water for firefighting purposes. Hydrant coverage in accordance with NZBC compliance is provided throughout the ITB. The location of new hydrants is coordinated with AES & FENZ. Specific locations of hydrants may be checked with AES.

A5.5.14.2 The inlet of water is from the Utility mains / Airport reservoir and connection points for the brigade/AES are at defined staircases both Airside and Landside.



HYDRANT SCHEMATIC

A5.5.15 PA System

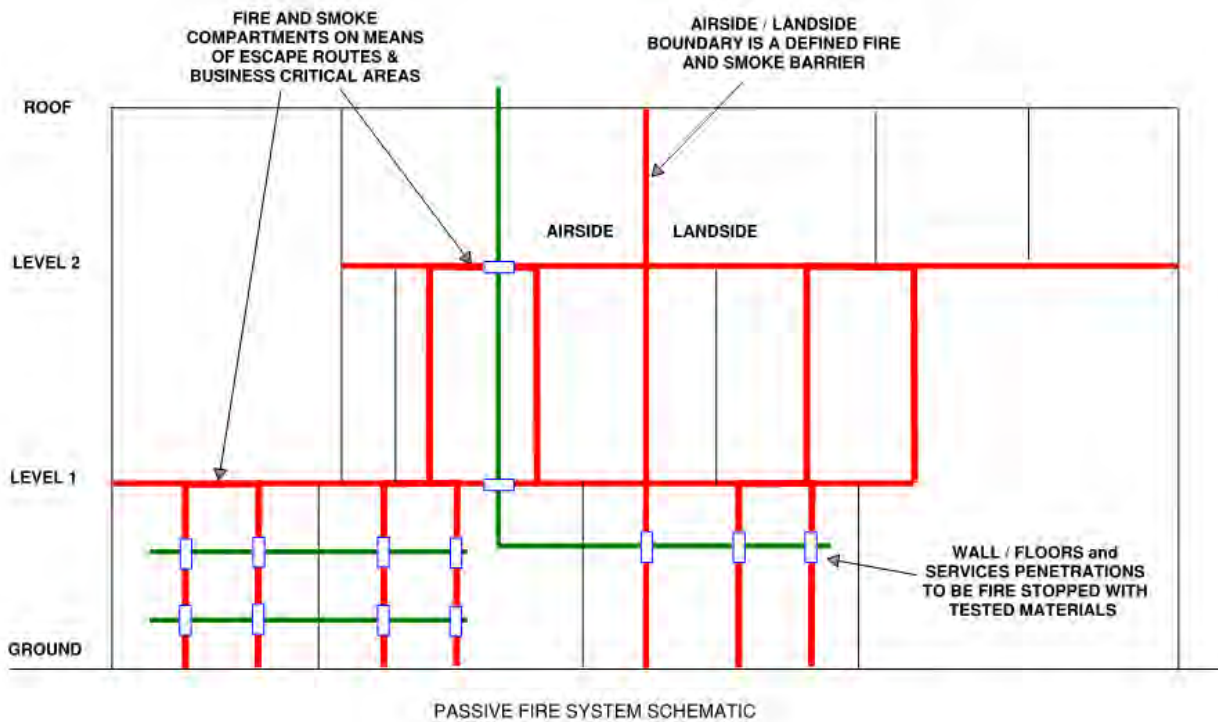
- A5.5.15.1 The audio PA and alarm system are automated and activated by the Fire Management System in accordance with the Cause-and-Effect Matrix.
- A5.5.15.2 Older parts of the ITB use the AMPAC Early Warning and Intercommunication System (EWIS). Newer parts of the building are installed with the Bosch Praesideo Public Announcement Fire Alarm System (PAFA).

A5.5.16 Hand-Held Fire Fighting Equipment

Hand-held fire extinguishers are provided where required by NZS 4503:2005. It is recommended that these are only used by staff who have received training in using hand-held extinguishers.

A5.5.17 Passive Fire Protection

- A5.5.17.1 Passive Fire Systems form part of each construction project whereby defined escape routes and business-critical areas are wrapped in fire-rated compartment. This is usually proprietary building materials that have been tested (e.g., concrete floors/fire rated plasterboard walls, etc).
- A5.5.17.2 As any services pass through the structures, these penetrations need to be sealed by a certified manner and signed off by a qualified engineer at time of construction.
- A5.5.17.3 Confirmation that the fire rating is intact also forms part of annual building warrant of fitness checks by the IQP.



A5.6 “Ramp” Fire Management & Awareness

A5.6.1 Training

A specific e-course available online for the ramp is described in the Training section (see para 6.4 below).

A5.6.2 Ramp Areas

A5.6.2.1 The International Ramp is divided into five distinctive aircraft stand locations that need to be managed as one location should there be a fire from ramp equipment, fuel or liquid spillage etc.

Name of Area		Stands	Emergency Assembly Point
Pier A – East		Stands 2, 4, 6, 8	EAP J (Stand 2) EAP L (stand 6)
Pier A – West		Stands 1, 3, 5, 7, 9, 10	EAP K (Stand 5)
Pier B		Stands 15, 16, 17, 18, 19	EAP N (Pier B North) EAP O (Pier B South)
Remote East	Stands	Stands 82, 83, 84	Grassed GSE Areas
Remote West	Stands	Stands 74, 75, 76, 77, 78, 79, 80 and 81	Grassed GSE Areas

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A5.6.2.2 Aircraft movements may be affected on any parts of the ramp. Co-ordination will be required between with AOT, Airways NZ and the Response Coordinator (Head Building Warden) at the EOC ext. 98882 (256-8882).

A5.6.2.3 Ramp staff at these stand locations need to be aware of other aircraft in their vicinity to ensure the safety of ramp staff at adjacent stands.

A5.6.3 Safety Equipment on the Ramp

A5.6.3.1 Safety items on the ramp ground handling staff should be aware of include:

- Emergency Showers (for use in fuel or effluent spills onto a person, grit etc. going into a person's eye).
- Emergency Fuel Shut Off Button (for use when fuel is leaking from a tanker or coupling onto the aircraft or another fire incident type on the stand. There is also an emergency fuel shut off button inside the AOT cab.
- Fire Extinguishers are located at each aircraft stand.
- Emergency phone boxes. These are located on the building or floodlight poles. The emergency number is 256-8777 / ext. 98777.
- Manual call points are located on the exterior of the terminal building.

A5.6.3.2 Should ramp staff find any items requiring maintenance then please report this to the Operations Control Centre 256 8813.

A5.6.3.3 The plan at the end of this Appendix shows the location of these safety features at the various sections of ramp.

A5.6.4 Fire on the Ramp

A5.6.4.1 A fire on the ramp that may include any piece of ground handling equipment is capable of catching fire. Recent overseas examples include pallet loaders, baggage delivery loaders, catering trucks some resulting in evacuations from aircraft.

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A5.6.4.2 On discovering a fire on the ramp:

1	Ensure the safety of yourself and other people in the immediate vicinity.
2	Sound the alarm via the manual call point.
3	Call Operations emergency (256-8777/ ext. 98777) using an emergency telephone box on the building or floodlight poles.
4	If safe to do so (i.e. a small fire, not adjacent to a large highly flammable source) and you are trained, use available ramp fire extinguishers.
5	Wait in a safe location (ideally the nominated Emergency Assembly Point) for the Airport Emergency Services (AES) who will arrive within 3 – 4 minutes.

A5.6.4.3 It is important that ramp personnel contact the Airport Operations Emergency phone number quickly (256-8777/ ext. 98777 or 0800 677 242, ext. 9) so that the Airport Emergency Responders and Airfield Operations staff are turned out first. Operations will also contact AOT and Airways to notify them that an emergency is occurring so that aircraft movements in the area will be stopped

A5.6.4.4 Airfield Operations will:

- Send a mobile officer as directed by AOT who will confirm details of the stand emergency.
- Notify ICR to dispatch AES to respond to the incident (and advise ICR when AES arrives).
- Notify Air Traffic Control of any incidents on a stand to notify any arriving or departing International aircraft movements.
- Issue information through a loudhailer system that 'Stand XX is under evacuation'.

A5.6.4.5 If assistance from the ground handler is required AOT will make contact direct and inform EOC of the request made

A5.6.4.6 If a piece of ramp equipment catches fire whilst attached to the aircraft, it will be the pilot's discretion and decision to evacuate the passengers from the aircraft:

- If the aircraft is still attached to the airbridge, then the pilot will advise the cabin crew that passengers are to evacuate back into the terminal and return to the gate lounge. Ground handling gate staff are to inform Airport Operations Emergency phone number (256-8777/ ext. 98777).
- If the aircraft is on a remote stand, then the pilot will assess whether it is safe for passengers to use the mobile aircraft stairs or avi-ramp. The pilot must notify AOT immediately if passengers need to evacuate to the apron.

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- If the aircraft is being towed, then the pilot will assess whether passengers need to evacuate using the emergency aircraft exits and slides. If this occurs, the pilot is to notify AOT immediately.

A5.6.5 Terminal Evacuation

A5.6.5.1 Management of evacuations at an international terminal building, which sits during an active airfield environment, poses many challenges and risks in an evacuation setting not present in other buildings. Passengers, visitors and retail staff evacuated to the Apron may not be familiar with the risks and hazards around them.

A5.6.5.2 Ramp fire wardens must assist with corralling and supervising passengers and staff evacuated from the terminal building onto ramp or apron areas during a terminal evacuation.

A5.6.5.3 Staff working on the Apron should not enter the building when the alarm is sounding. Speakers installed outside the building will advise apron people of the emergency message within the building.



A5.6.5.4 A red strobe on the building will activate when people in an adjacent zone within the building may be evacuating onto the ramp or an apron Emergency Assembly Point. These are installed near entrances to the ITB on the apron. Red flashing lights indicate that an alarm is taking place within the building and not to enter this part of the building. Amber flashing lights indicate that an alarm is sounding in an adjacent building zone, and you should enter the building with caution.

A5.6.5.5 Should this occur:

- Ground handlers and apron staff need to act as fire wardens on the ramp and apron area to ensure staff and members of the public are corralled at suitable external Emergency Assembly Points.
- The inner airport roads at Pier A and B will be closed for non-emergency vehicles.
- If passengers have been evacuated to the Breezeway all vehicle movements into, out of or through the breezeway must halt.
- Aircraft coming onto the Pier in an area where people have been evacuated must be held back off the Pier.

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- A5.6.5.6 Passengers cannot be left unsupervised on the apron area. Ramp staff are required to assist in supervising passengers if there are not enough terminal based Fire Wardens. Be alert for any passenger wearing a Hidden Disabilities Yellow Sunflower lanyard and provide these passengers with reassurance or any special assistance you can. Even when EOC announces staff re-entry to the terminal can occur, sufficient Fire Wardens will need to remain with passengers to supervise them until passenger re-entry can occur.
- A5.6.5.7 It is extremely unlikely that a terminal fire alarm will sound at the exact same moment as a ramp fire alert. If this does occur, the Head Building Warden will need to co-ordinate by a special PA announcement to direct people to safe zones. AOT vehicles also have passenger messaging systems that will be able to play messages.

A5.7 Breezeway Processes

- A5.7.1 The breezeway is a designated open-air space between the terminal and Pier A. This area contains the rear of the baggage carousels where baggage containers are unloaded. It also forms a roof over part of the Apron access road for ground handling requirements.
- A5.7.2 This area has manual call points, emergency phones and fire sprinklers. CCTV coverage is also positioned throughout this area. Red warning strobe lights have been positioned by each carousel belt to indicate an incident causing evacuation.
- A5.7.3 Should a fire commence in the Breezeway then Zone 2 needs to be evacuated. Zone and Fire Wardens should direct passengers to evacuate using doors in the Breezeway away from any fire or smoke and move to Emergency Assembly areas in the Breezeway away from any fire or smoke. The Breezeway is of such a size, is sprinkler-protected and has sufficient natural ventilation that this should be possible in all circumstances other than a very large fire.
- A5.7.4 If the Breezeway is not safe to use as an evacuation route or Emergency Assembly Point due to the presence of a large fire (or any other reason), then passengers will need to be evacuated into Zone 1 and held in the Meet and Greet Arrivals Area. In this case, MPI, Customs and Auckland Airport will need to work closely to segregate and contain evacuated passengers from Meet and Greet and other members of the public, as the evacuated passengers will need to return to the MPI arrivals area to be MPI risk assessed and processed after the evacuation. This will be managed through EOC, which MPI and Customs will have Team Leaders at. If the Meet and Greet Arrivals Area is also unavailable, then EOC will direct another safe adjacent zone to be used for the evacuated passengers from Zone 2.

Section A6 – Training & Trial Evacuations

A6.1 Overview

A6.1.1 Auckland Airport undertakes training in fire awareness, warden responsibilities and evacuation through a combination of e-learning courses and train-the-trainer familiarisation walks for Fire Wardens and trainers at organisations with large volumes of staff based at Auckland Airport (e.g., border agencies, ground handlers and key airlines and tenants).

A6.1.2 The training follows a formal syllabus to ensure consistency in delivery. There are three available e-learning courses:

- General Fire Awareness.
- Fire Warden.
- Ramp Fire Awareness.

A6.1.3 Training via e-learning modules is all available on-line at:

<http://aial.litmos.com/online-courses>

A6.2 General Fire Awareness Training

A6.2.1 The module for the General Fire Awareness Training e-learning training covers the following syllabus:

- Fire Prevention in offices, store areas, recharging areas and workshops.
- Maintaining clear evacuation egress routes and fire exits.
- Fire protection systems (sprinklers, detectors, manual call points).
- Discovering a fire.
- Fire Evacuation procedures.
- Alarm notification messages.

A6.2.2 The course includes a quiz at the end with a 100% pass requirement.

A6.2.3 From 1 September 2020, proof of completion of one of the General Fire Awareness Training courses, Fire Warden training or Ramp Training (or equivalent) must be provided before airside access will be granted, and refresher training will be required every 18 months (i.e., midway through the three-year airside access period).

A6.3 Fire Warden Training

A6.3.1 The module for the Fire Warden e-learning training is entitled 'Fire Warden General Awareness' and covers the following syllabus:

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- Fire Evacuation legislation.
- Zone Warden duties.
- Building Warden duties.
- Fire Evacuation procedures.
- Discovering a fire.
- Fire protection systems (sprinklers, detectors); and
- Alarm notification messages.

A6.3.2 The course includes a quiz at the end with a 100% pass requirement. The e-learning module for Fire Wardens is supplemented by walkthrough familiarisations to cover the evacuation zones and/or 'train the trainer sessions' with stakeholders that have trainers.

A6.3.3 Fire Warden training must be completed by all workers based at the ITB who:

- work in a supervisory capacity.
- work primarily for an organisation named Zone Warden or Fire Warden in the location where that organisation has that responsibility.
- are responsible for boarding or disembarkation of flights.
- work by themselves; or
- work for Auckland Airport Operations Performance and Delivery.

A6.3.4 Refresher Fire Warden training is set via the Litmos system every six months. Six-monthly reports of total numbers trained are provided to FENZ.

A6.4 Ramp Fire Awareness Training

A6.4.1 There is a specific e-course available online dedicated to fire safety features on the ramp which workers primarily on the ramp undertaking external ground handling duties need to be familiar with such as apron alarm locations, Emergency Assembly Points, fire safety equipment, etc.

A6.4.2 The e-learning module is available on-line at:

<http://aial.litmos.com/online-courses>

A6.4.3 The module for the Ramp Fire Warden and Safety Features e-learning training covers the following syllabus:

- Discovering a fire.
- Fire Protection System (sprinklers, detectors).
- Alarm notification message.
- Fire Evacuation Procedures.

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- Zone Warden Duties.
- Emergency Assembly Points on the Ramp; and
- Specific fire safety equipment on the Ramp.

A6.5 Building Warden Training

A6.5.1 Building Warden Training for staff acting as Supervisors and Duty Operations Managers in the Operations Control Centre, who will be the Response Coordinator when the Emergency Operations Centre opens and hence act as the Head Building Warden in the event of an evacuation, is undertaken internally by Auckland Airport trainers and subject matter experts.

A6.5.2 The Head Building Warden training includes:

- AA Operations Staff Incident Control Room Fire System Training.
- AA Operations Supervisory Staff building warden awareness training.
- On the job training from staff currently holding these positions.
- Familiarisation visits with Airport Emergency Services to develop common communication protocols and understanding of emergency service needs; and

A6.6 Trial Evacuations

A6.6.1 Auckland Airport conducts fire evacuation trials on an annual basis for each zone used by members of the public and workers. Trials are held to test the evacuation process, egress routes, clarity of signage, sufficiency of Emergency Assembly Points and operational management of the evacuation & re-entry process. Trials ensure that the Building Warden, Zone Wardens and Fire Wardens are all familiar with the locations they work in (or oversee) and the procedures which must be carried out.

A6.6.2 Prior to trials being undertaken familiarisation walk throughs are offered for new staff or for staff seeking refresher familiarisations. Wardens obtain practical experience by participating in these trials after having completed the relevant fire warden training and a walkthrough familiarization tour.

A6.6.3 Auckland Airport conducts a debrief at the Emergency Operations Centre following both evacuations and trial evacuations to ensure any improvements are identified so that evacuations can be undertaken efficiently and any corrective actions regarding the fire system are noted and rectified. Any corrective actions from the evacuation are loaded into fault reporting system or risk management system for action and monitoring of completion.

Zone 1: Ground Floor Arrivals & Departures Landside & Ground Mezzanine

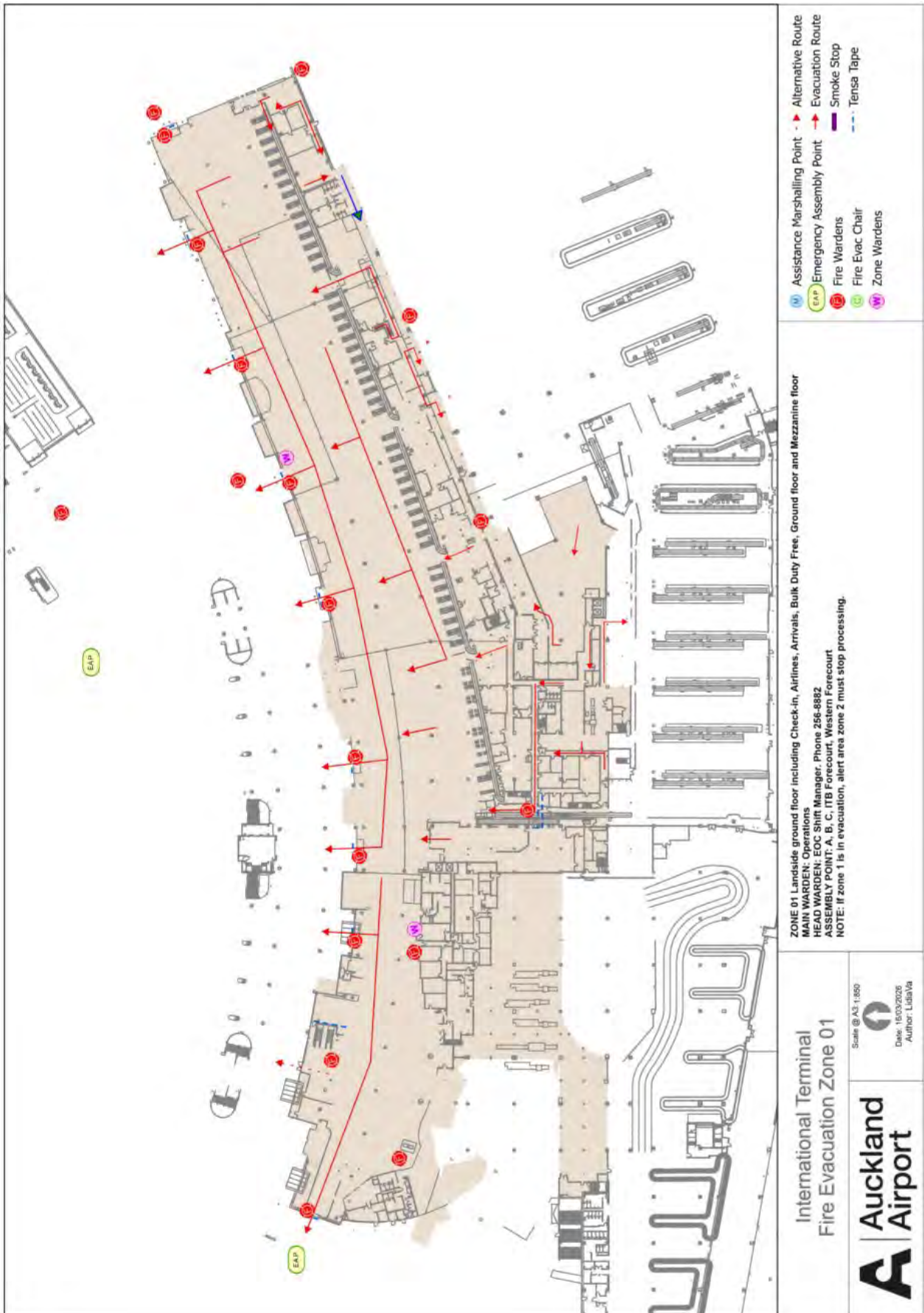
1.1 Summary Table: Zone 1A Ground Floor Arrivals Landside (West End of Terminal)

Zone Coverage:	Landside Ground floor arrivals public concourse, arrivals meet and greet, Ground floor retail (arrivals end) & inner forecourt transport vendors (arrivals end)
Zone Warden:	Airport Operations
Fire Wardens:	<ul style="list-style-type: none">• Airport Operations• Sky gate staff• Airline Ground handlers• Concessionaires and Tenants
Zone Warden Box:	Next to Flight Centre (Departures End Warden Box is by Door 4)
Marshaling Assistance Point:	Nil as it is expected that any mobility challenged people can evacuate on the ground floor level.
Adjacent internal safe zones:	<ul style="list-style-type: none">• Note passengers <u>may not</u> evacuate upstairs to the Ground Mezzanine as this is the same evacuation zone
Final Fire Exits:	<ul style="list-style-type: none">• Automatic Opening Doors 8 to 11 to the outer forecourts and Emergency Assembly Points
Emergency Assembly Points:	<ul style="list-style-type: none">• EAP D – Outside Door 11, West end of Terminal• (EAP A & B – ITB Outer Forecourts and Carpark Unavailable for 2024)
Zones in Alert	<ul style="list-style-type: none">• Zone 2 baggage reclaim hall, Zone 3 baggage make up, Zone 4 Landside First Floor Dwell

1.2 Summary Table: Zone 1D Ground Floor Departures Landside (East End of Terminal)

Zone Coverage:	Ground Floor Public Concourse at Departures end of floor (eastern end), including check-in, Avsec ground floor Bulk Delivery and Staff Screening Facility (BDF), retail and transport vendors on the inner forecourt
Zone Warden:	Auckland Airport Operations
Fire Wardens:	<ul style="list-style-type: none"> • Airport Operations • Sky gate staff • Airline Ground handlers • Concessionaires • Aviation Security including Bulk Duty-Free screening
Zone Warden Box:	By Door 4 (Note Arrivals End Warden Box is adjacent to Flight Centre)
Marshaling Assistance Point:	Nil as it is expected that any mobility challenged people can evacuate on the ground floor level.
Adjacent internal safe zones:	<ul style="list-style-type: none"> • Nil (Note passengers <u>may not</u> evacuate upstairs to the Ground Mezzanine as this is the same evacuation zone)
Final Fire Exits:	<ul style="list-style-type: none"> • Automatic Opening Doors 2 to 7 to the outer forecourts and Emergency Assembly Points
Emergency Assembly Points:	<ul style="list-style-type: none"> • EAP C - Opposite to Door 4 under the Canopy on the West of Transport Hub. • (EAP A & B - ITB Outer Forecourts and Carpark unavailable for 2024)
Zones in Alert	<ul style="list-style-type: none"> • Zone 2 baggage reclaim hall, Zone 3 baggage make up, Zone 4 Landside First Floor Dwell

1.3 Plan of Zone 1 Ground Floor



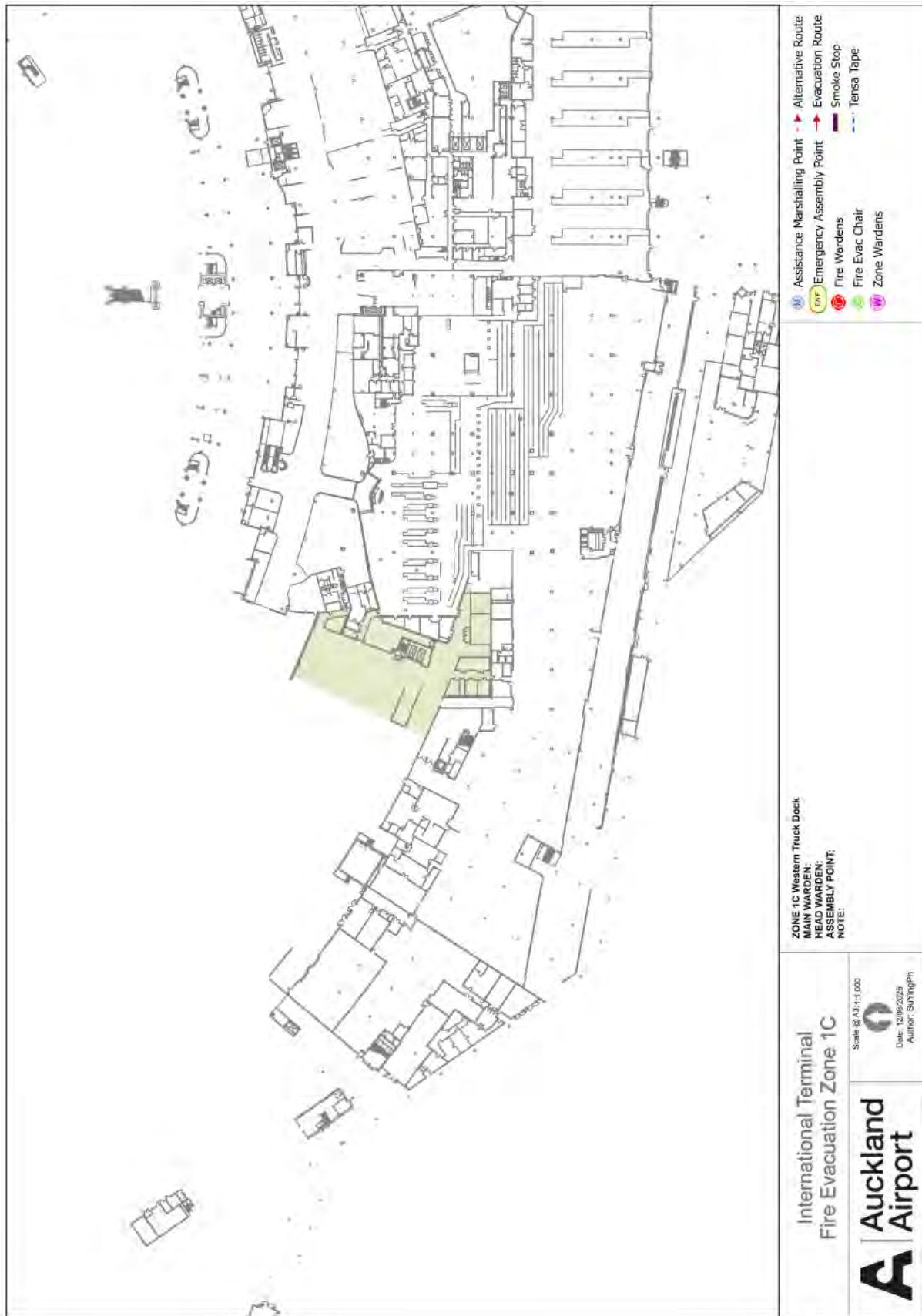
1.4 Summary Table: Zone 1 Ground Mezzanine Floor

Zone Coverage:	Ground Mezzanine Floor of ITB
Zone Warden:	Senior Customs Officer
Fire Wardens:	<ul style="list-style-type: none"> • Customs Officers • MPI Officers • Tenants
Zone Warden Box:	Evacuation Warden Station/Zone Marshalling Point on the Kotuku Track at the top of stairs GM5 through Door IGM38 (ext. 90733)
Marshaling Assistance Point:	<ul style="list-style-type: none"> • At the top of stair GM5 on the Kotuku Track near the Joint Border Agency service desk on Ground Mezzanine • At the top of stair GM2
Adjacent internal safe zones:	Nil
Final Fire Exits:	<p>Stairs to Ground Floor then through to outer forecourts and Emergency Assembly Points through:</p> <ul style="list-style-type: none"> • Automatic Opening Doors 8 to 11 for the arrivals end • Automatic Opening Doors 1 to 7 for the departures end
Emergency Assembly Points:	<ul style="list-style-type: none"> • EAP C – Opposite to Door 4 under the Canopy on the West of Transport Hub. • EAP D – Outside Door 11, West end of Terminal • (EAP A & B – ITB Outer Forecourts and Carpark Unavailable for 2024)
Zones in alert	<ul style="list-style-type: none"> • Zone 2 baggage reclaim hall, Zone 3 baggage make up, Zone 4 Landside First Floor Dwell • 1C Western Truck Dock (Ground Floor and Level 1 Avsec Bulk Screening)

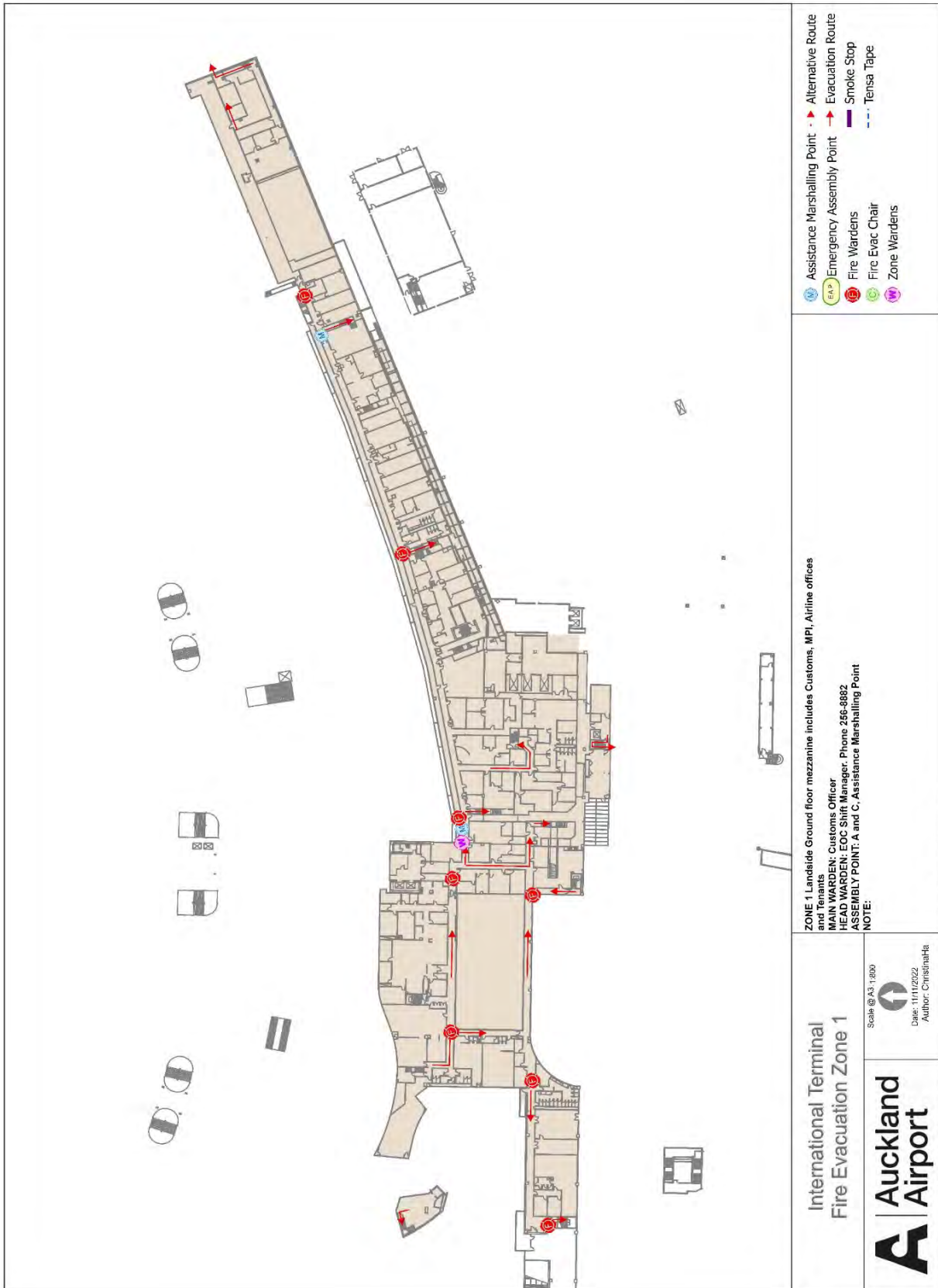
1.5 Summary Table: Zone 1C Western Truck Dock

Zone Coverage:	<ul style="list-style-type: none"> • Ground Level: Western Truck Dock, including associated plant and storage areas. • Ground Mezzanine Level: Plant Mezzanine. • Level 1: Bulk Goods Screening Facility, including adjacent offices and equipment rooms.
Zone Warden:	Airport Operations (Ground Level and Level 1) Avsec Staff (Level 1)
Fire Wardens:	<ul style="list-style-type: none"> • Airport Operations • Avsec Staff
Zone Warden Box:	Located near the primary egress point of the Western Truck Dock (Ground Level) Note: <i>Zone warden & fire warden vest will also be provided to level 1 Avsec team.</i>
Marshaling Assistance Point:	<ul style="list-style-type: none"> • NIL (ground-level evacuation routes are accessible for mobility-challenged individuals)
Adjacent internal safe zones:	<ul style="list-style-type: none"> • Evacuation Zone 1 (Landside Arrivals Hall): For staged evacuation if required. • Evacuation Zone 2 (JBA Hall): Only for pre-screened passengers under staff direction. • Evacuation Zone 4 (Landside First Floor Dwell): For Bulk Goods Screening Facility occupants if primary route is compromised.
Final Fire Exits:	<ul style="list-style-type: none"> • Ground Level: Two exits via the Western Truck Dock to exterior assembly points. • Level 1: <ul style="list-style-type: none"> ○ Primary: External stair discharging into the Western Truck Dock (Evacuation Zone 1C). ○ Secondary: Egress via Landside Food Court (Evacuation Zone 4). • Airside: Processed staff/passengers may evacuate into Evacuation Zone 5 (sterile corridor) as directed by Avsec fire warden.
Emergency Assembly Points:	<ul style="list-style-type: none"> • EAP D: Designated area west of the Western Truck Dock (marked on site plans). • EAP E: Secondary assembly point near Landside Food Court (if primary route is unavailable).
Zones in alert	<ul style="list-style-type: none"> • Evacuation Zone 1 (Arrivals Hall) • Evacuation Zone 2 (JBA Hall) • Evacuation Zone 4 (Landside First Floor Dwell) • Evacuation Zone 4C – OCC on Level 1 – Landside • Evacuation Zone 5 – Level 1 Departure – Airside • Evacuation Zone 12 – Level 1 ITB West End Plant Rooms, Bus Operations (Door 13)

1.6 Plan of Zone 1C Western Truck Dock



1.7 Plan of Zone 1 Ground Mezzanine Floor

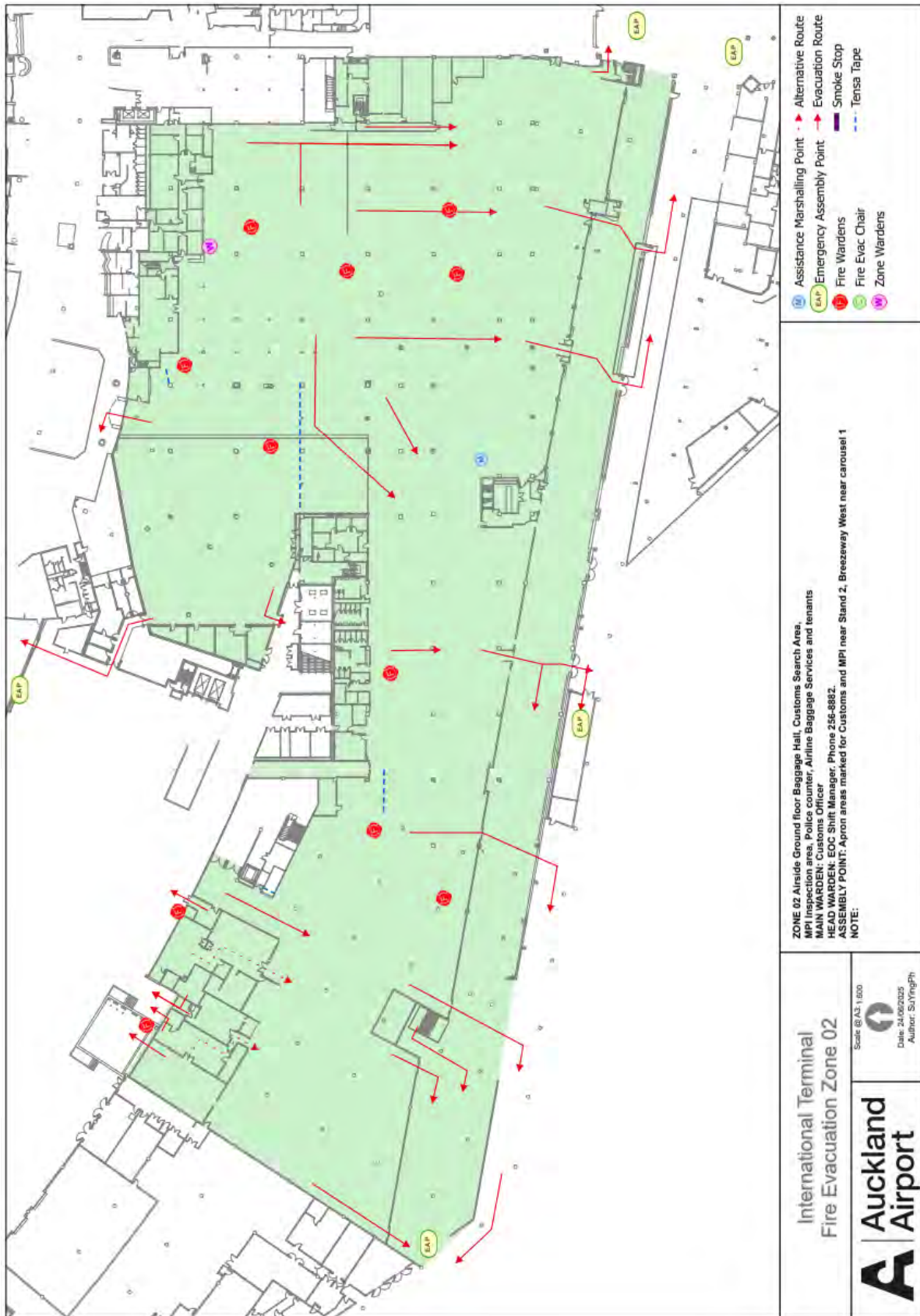


Zone 2: Ground Floor Airside Arrivals

2.1 Summary Table: Zone 2

Zone Coverage:	Airside Ground floor arrivals processing areas (including baggage carousels, Customs and MPI Inspection areas, Airline Baggage Services, Police counter and tenants)
Zone Warden:	Senior Customs Officer
Fire Wardens:	<ul style="list-style-type: none"> NZ Customs Officers MPI Officers Ground handler and Airline Bag Services staff Baggage staff Tenants (including Collection Point staff)
Zone Warden Box:	MPI Search Area
Marshaling Assistance Point:	Next to Carousel 5
Adjacent internal safe zones:	<ul style="list-style-type: none"> Nil for most passengers - pax who have not completed MPI clearance cannot evacuate back to L1 Customs processing area or the ramp between L1 and G and cannot exit to landside public arrivals area (other than for life safety reasons which will be managed through EOC with Agency involvement) Passengers who have just cleared MPI x-rays or risk assessment if in the express lane can exit to the public arrivals area in Evacuation Zone 1
Final Fire Exits:	<ul style="list-style-type: none"> Breezeway doors between baggage reclaim carousels 1 to 7
Emergency Assembly Points:	<ul style="list-style-type: none"> EAP F – Breezeway East (by carousel 6 and 7 for MPI & Customs pax of interest and for persons waiting to have their bags x-rayed) EAP G – Breezeway middle (between carousels 4 and 5) EAP H – Breezeway West (by carousel 1) (note – EAP H not available for parts of 2024 while mishandled bags are being staged in this area) Refer to paras containing detail of Ramp and Breezeway (A5.6 “Ramp” Fire Management & Awareness; A5.7 Breezeway Processes)
Zones in Alert	<ul style="list-style-type: none"> Zones 1, 1C, 3, 11 and 12 are in alert mode while Zone 2 is evacuating.
Evacuation Process	<ul style="list-style-type: none"> Non-sterile passengers, who are yet to be processed by Customs, evacuate south to the existing assembly area in the Breezeway (Evac Zone 2), and further to the apron if required. Non-Sterile passengers, who have been risk assessed by not fully processed by Customs, evacuate to the Western Truck Dock (Evac Zone 1C), where they are corralled by AKL staff. Passengers who have been fully processed by Customs, evacuate Landside to the Arrivals Hall (Evac Zone 1). In the event that Evacuation Zone 1 is also in alarm, processed passengers can also evacuate to outside via the Western Truck Dock (Evacuation Zone 1C)

2.2 Plan of Zone 2 Ground Floor Airside Arrivals



Zone 3: Baggage Make-Up Hall

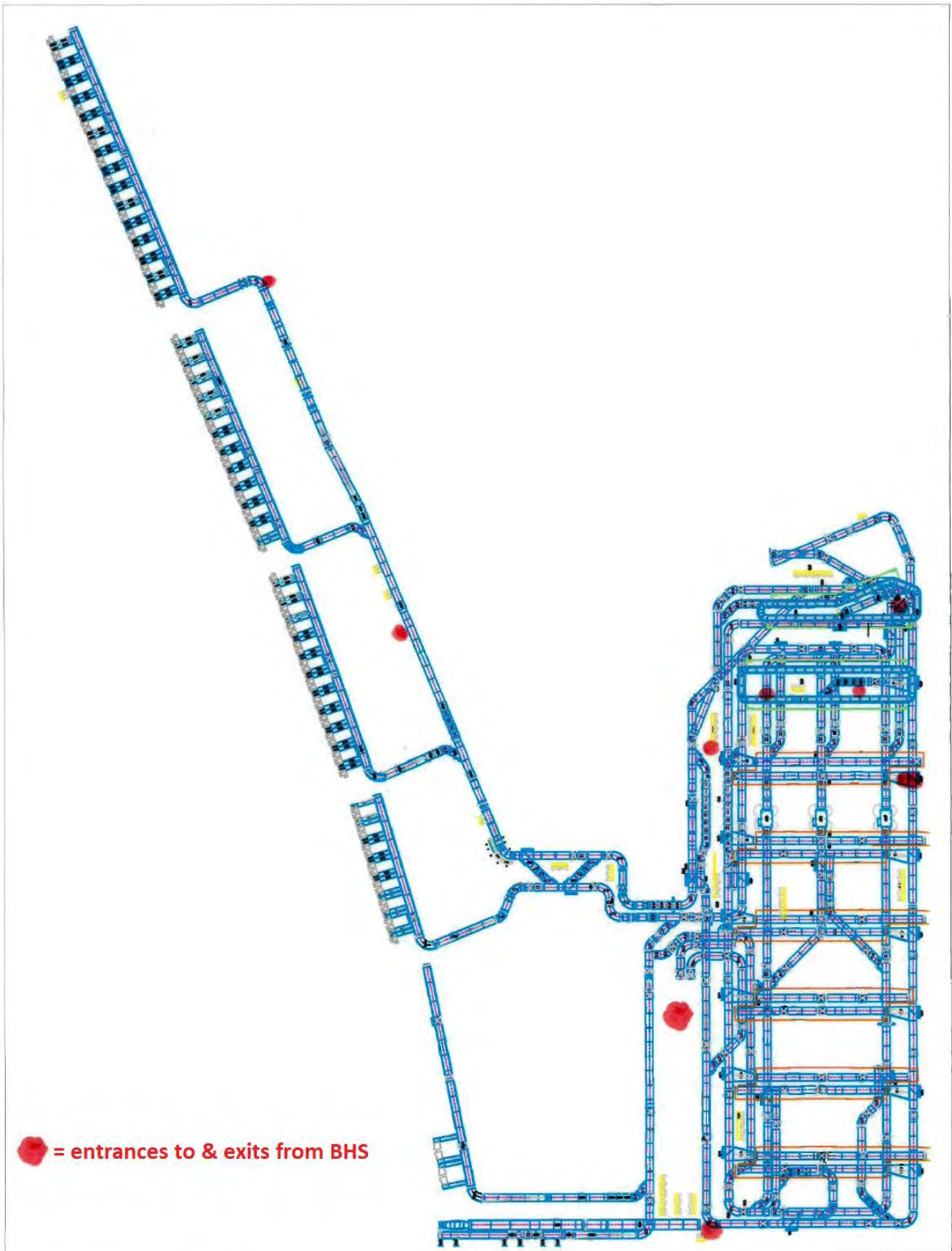
3.1 Summary Table: Zone 3

Zone Coverage:	Airside Ground Floor Baggage Make-up areas (both buildings) and Ground Mezzanine Daifuku Control Room and Avsec Level 4 HBS screening
Zone Warden:	Air NZ & Menzies Baggage Handling Team Leaders/Supervisors
Fire Wardens:	<ul style="list-style-type: none">• Air NZ staff• Menzies staff• Daifuku staff• Avsec HBS staff
Zone Warden Box:	West Baggage Makeup, between Laterals 6 & 7 (ext 90737)
Marshaling Assistance Point:	Due to the nature of the work, it is not expected that there will be any persons requiring assistance
Adjacent internal safe zones:	The preferred evacuation route is airside onto Apron Emergency Assembly Point areas to ensure Team Leaders are aware that all staff in area have evacuated. If not practical, then exit into nearby alert Zone 1 (Check-in concourse)
Final Fire Exits:	<ul style="list-style-type: none">• Through vehicular entrance doors to Apron in either building• Mezzanine floor down stair FM4, then out to apron• Mezzanine floor down stair FM3, then out to apron
Emergency Assembly Points:	<ul style="list-style-type: none">• EAP J – Apron Stand 2 (by Stair Tower 6)• Refer to para containing detail of Ramp area (A5.6 “Ramp” Fire Management & Awareness)
Zones in Alert	<ul style="list-style-type: none">• Zones 1, 2, and 3A are in alert mode while Zone 3 is evacuating

3.2 Plan of Zone 3 Baggage Make-up Hall



3.3 Plan of Zone 3 Baggage Handling System Catwalks & Exits

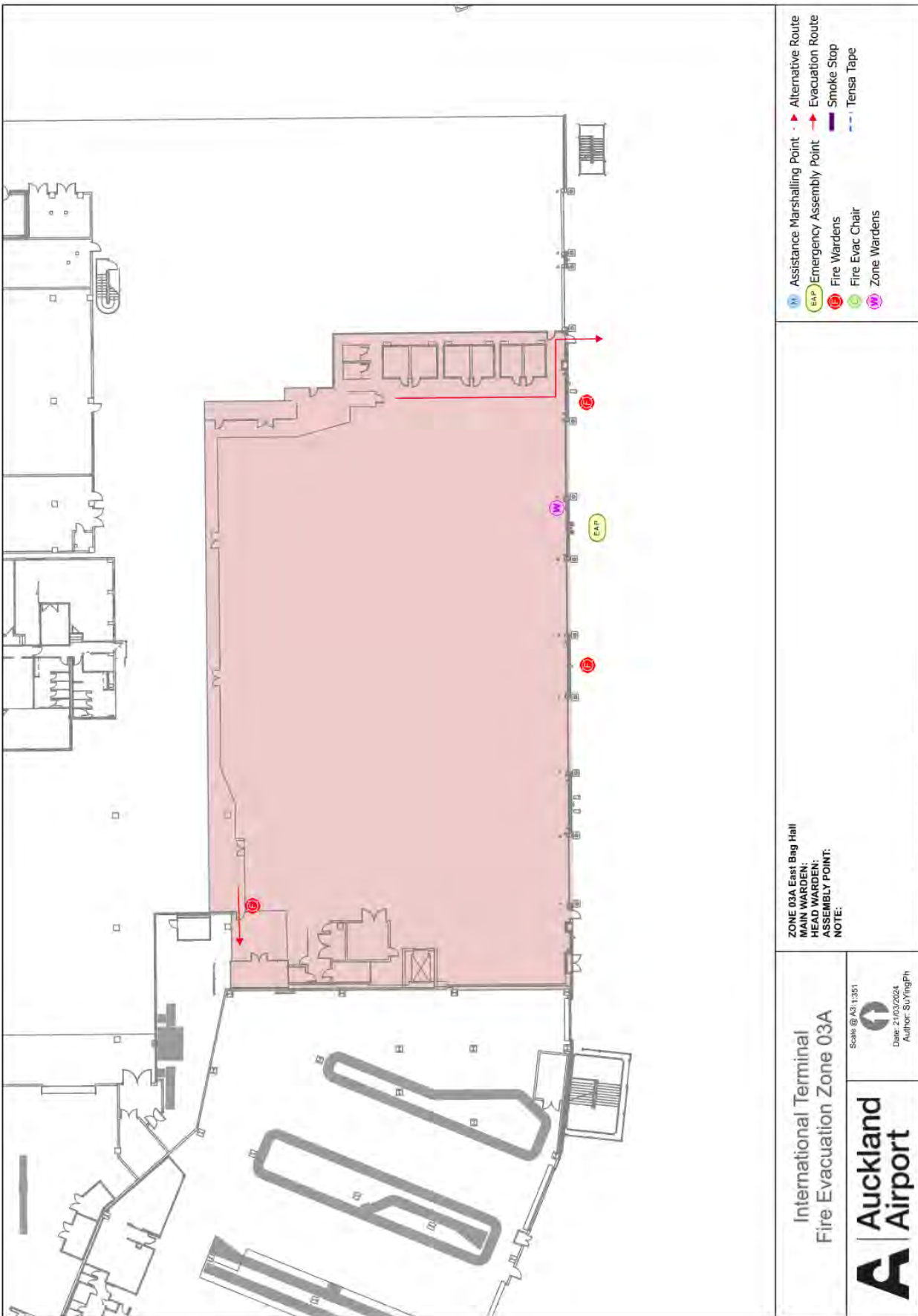


Zone 3a: Airside Ground Floor Eastern Baggage Make-Up Hall

3a.1 Summary Table: Zone 3a

Zone Coverage:	Airside Ground Floor Eastern Baggage Make-up Hall, and Ground Mezzanine Level Baggage Handling System Catwalks
Zone Warden:	Air NZ & Menzies Baggage Handling Team Leaders/Supervisors
Fire Wardens:	<ul style="list-style-type: none">• Air NZ staff• Menzies staff
Zone Warden Box:	Warden box between roller shutter doors on the south side of the Eastern Baggage markup hall
Marshaling Assistance Point:	Due to the nature of the work, it is not expected that there will be any persons requiring assistance
Adjacent internal safe zones:	The preferred evacuation route is airside onto Apron Emergency Assembly Point areas to ensure all staff in area have evacuated. If not practical, then exit into nearby alert Zone 3.
Final Fire Exits:	<ul style="list-style-type: none">• Through doors to Apron, south of Zone 3A.• Through swing door to adjacent Alert Zone 3.• For staff operating on the baggage handling system catwalk, exit via the ladders down to the Ground Level of Zone 3A.
Emergency Assembly Points:	<ul style="list-style-type: none">• EAP E – Apron South of Eastern Baggage Make-Up Hall• Refer to para containing detail of Ramp area (A5.6 “Ramp” Fire Management & Awareness)
Zones in Alert	<ul style="list-style-type: none">• Zone 3 is in alert mode while Zone 3A is evacuating

3a.2 Plan of Zone 3a Eastern Baggage Make-up Hall



ZONE 03A East Bag Hall
MAIN WARDEN:
HEAD WARDEN:
ASSEMBLY POINT:
NOTE:

International Terminal
 Fire Evacuation Zone 03A

Scale @ A3: 1:351
 Date: 21/03/2024
 Author: SuYingPh



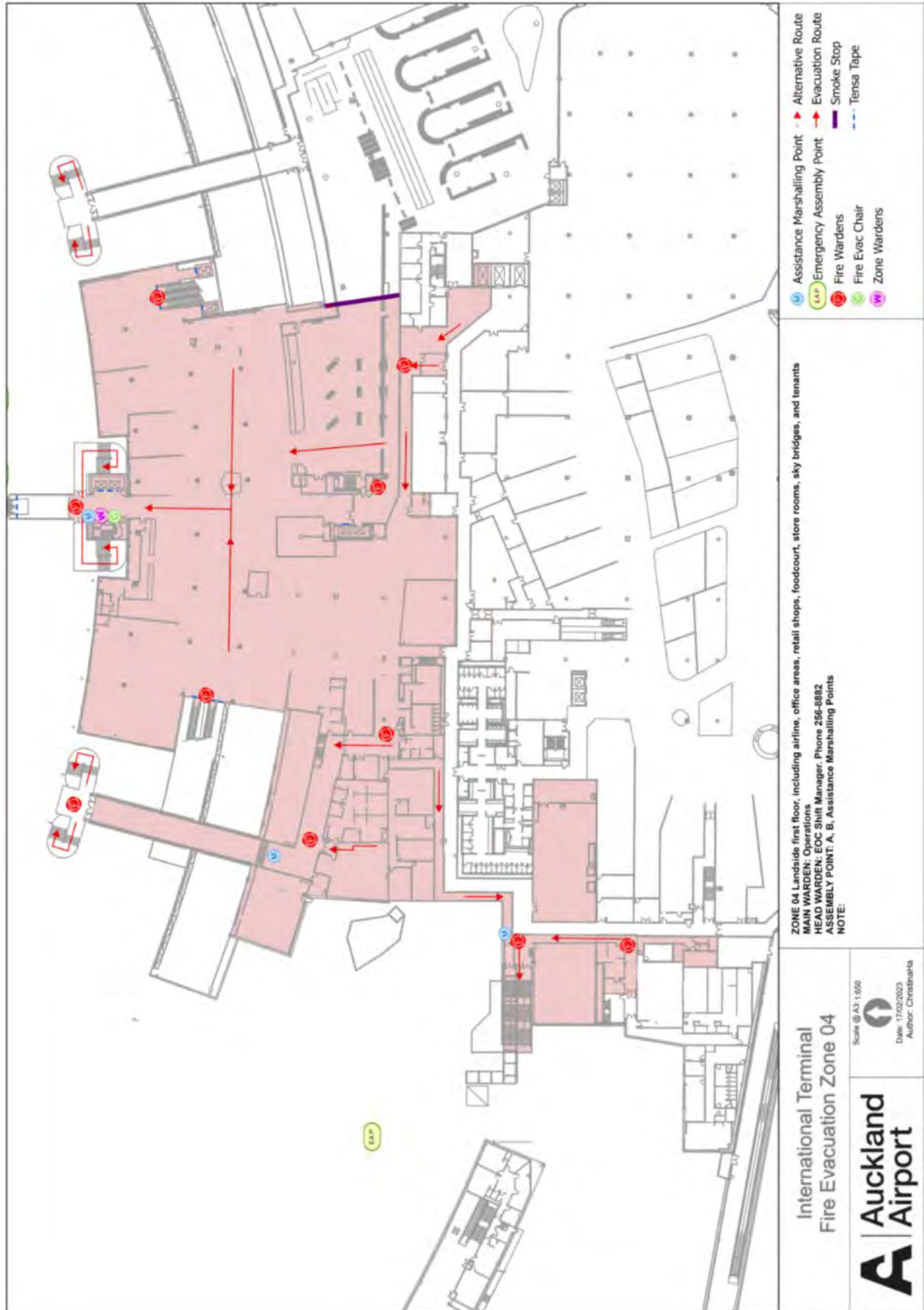
File: U:\06_StandardPlans\FireAndEvacPlans\00-FireEvacuationPlans\01_ITB\ITB Fire Zone Plans\FireEvacuationZones\FireEvacuationZones_ITB.aprx

Zone 4: First Floor Landside

4.1 Summary Table: Zone 4

Zone Coverage:	Landside first floor concessionaires, including airline offices, retail shops, food court, tenants and Departures Preparation area
Zone Warden:	Airport Operations
Fire Wardens:	<ul style="list-style-type: none">• Airport Operations staff• Concessionaires• Airline offices and other tenants
Zone Warden Box:	<ul style="list-style-type: none">• Central Sky Bridge (90714) Check in Plantroom 2 exit stair
Marshaling Assistance Points:	<ul style="list-style-type: none">• Western Sky Bridge (Weka Track) (90738)• Kōtare Track (90842)
Adjacent internal safe zones:	<ul style="list-style-type: none">• Ground Floor landside (Evacuation Zone 1)• Operations Control Centre (for staff only or if needed for life safety reasons)
Final Fire Exits:	<ul style="list-style-type: none">• Western Sky Bridge & Central exit stairway
Emergency Assembly Points:	<ul style="list-style-type: none">• EAP C – Opposite to Door 4 under the Canopy on the West of Transport Hub.• EAP D – Western forecourt outside Door 11, West end of terminal• (EAP A & B – ITB Outer Forecourts and Carpark Unavailable for 2024)
Zones in Alert	<ul style="list-style-type: none">• Zones 1, 4A, 4B, 4C, 5 & 6 are in alert mode while Zone 4 is evacuating

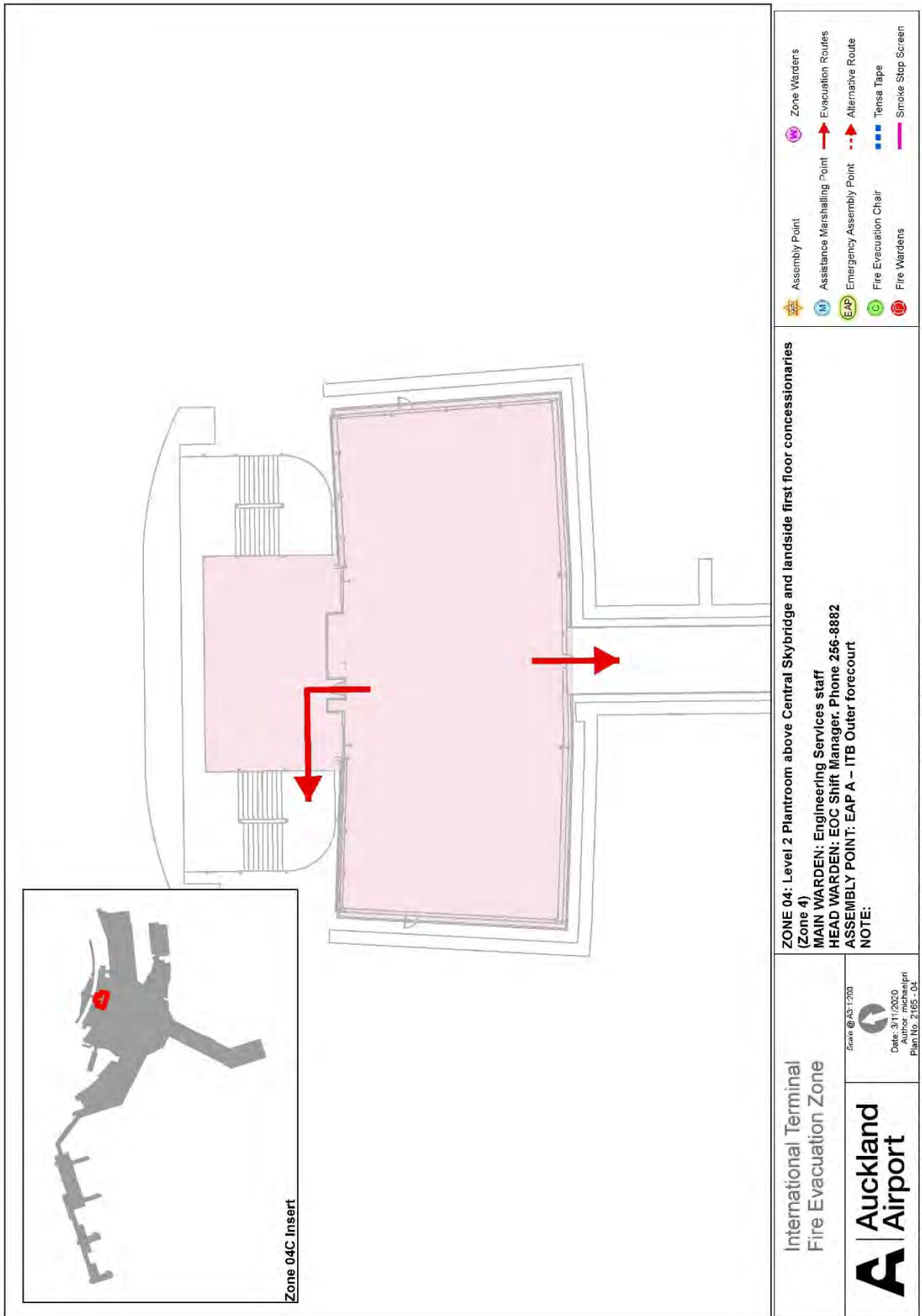
4.2 Plan of Zone 4 First Floor Landside



4.3 Summary Table: Zone 4 Level 2 Rooftop Plant Room

Plantroom Location	Level 2 Plantroom above Central Sky Bridge and landside first floor concessionaries (Zone 4)
Zone Warden	Airport Operations
Fire Wardens	Engineering Services staff
Zone Warden Box	Central Skybridge (Ext 90714)
Marshalling Assistance Points	<ul style="list-style-type: none"> Western Skybridge (Weka Track) (Ext 90738) Central Skybridge (Ext 90714) Kōtare Track (Ext 90842)
Associated Zone in Evacuation	Zone 4
Any Unusual Areas or Features	<ul style="list-style-type: none"> Plantroom extensions and catwalk areas on the left and right sides. Comms room equipped with hatch to roof access. Monitoring (phone 256 8817) must be informed when a worker enters and as they exit any roof-top plantroom
What to do if evacuating from plantroom	<p>If the evacuation tone is sounding:</p> <ul style="list-style-type: none"> Leave the plantroom by the nearest exit to either move to an adjacent unaffected zone or to exit the building. Report to the Zone Warden if safe to do so, or report to EOC via phone call. Move to the nominated Assembly Area (external sign pictured) and remain there until directed otherwise by a Fire Warden or by announcements from the EOC. If assistance is required, proceed to the nearest Marshalling Assistance Point or ring EOC to ask for help from AES or the Fire Wardens.
Evacuation Route	<ul style="list-style-type: none"> Primary Egress route via main entrance ladder, then use Zone 4 fire exits Secondary Egress route via roof to Pipe Service Zone, then use Zone 6 fire exits
Adjacent internal Safe Zone:	2 nd Floor landside (Zone 6)
Final Fire Exits	<ul style="list-style-type: none"> Primary Egress route via Central Sky Bridge Secondary Egress route <ul style="list-style-type: none"> Northeast internal stair tower through door IS34, near lift 53 Landside Bulk Goods lift, then use Zone 4 final exits; or Door IS3 which leads to an open path on the roof leading in turn to door IS1 and Stair FM2, then use Zone 4 final exits
Emergency Assembly Points	<ul style="list-style-type: none"> Persons evacuating landside from root top plant rooms or catwalks should use EAP C Opposite to Door 4 under the Canopy on the West of Transport Hub.
Zone in Alert	Zones 1, 4A, 4B, 4C, 5 & 6

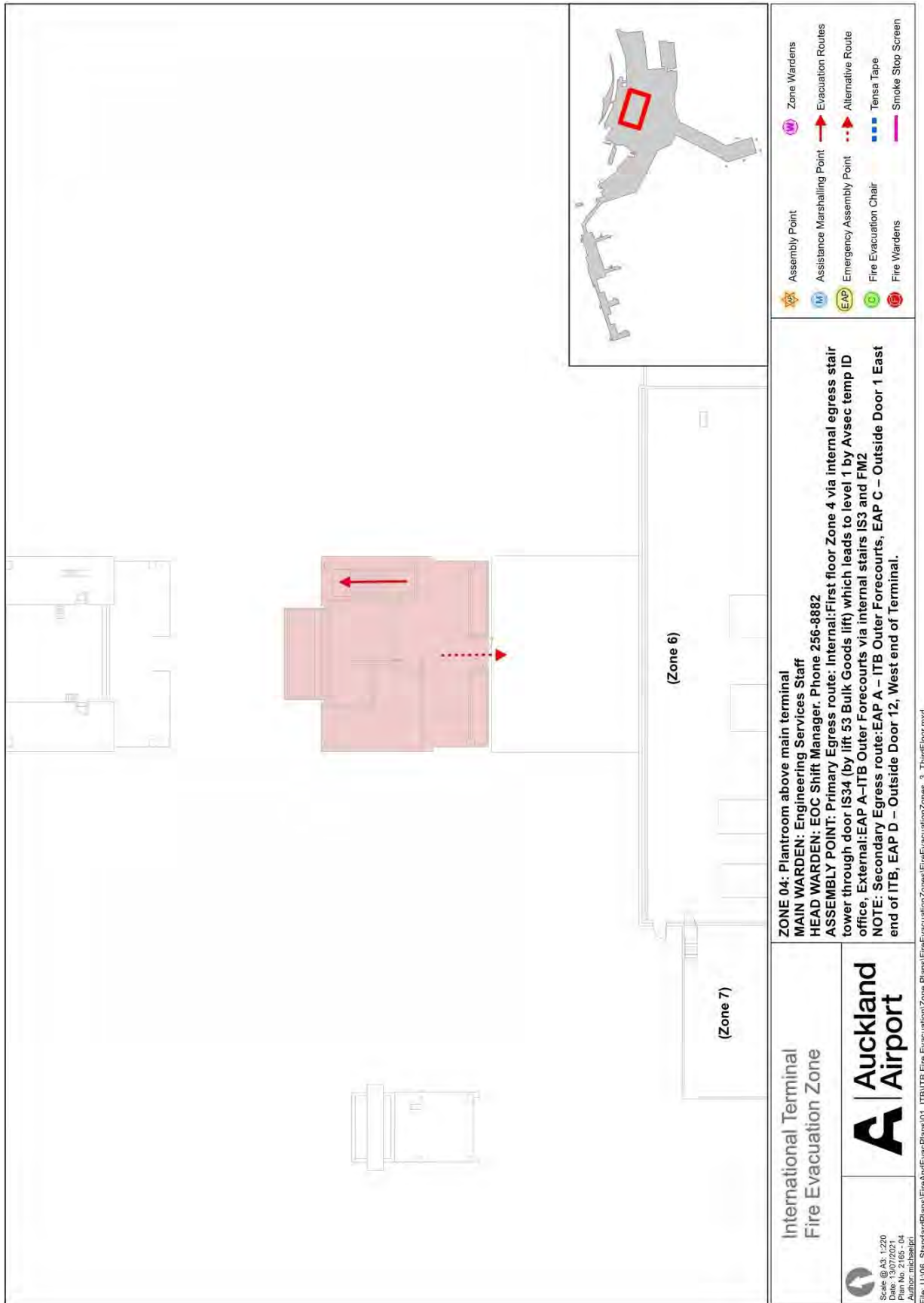
4.4 Plan of Zone 4 Level 2 Central Sky Bridge Rooftop Plant Room



4.5 Summary Table: Zone 4 Level 3 Rooftop Plant Room Above Landside Dwell

Plantroom Location	Level 3 Rooftop Plantroom above landside first floor dwell and concessionaires (Zone 4)
Zone Warden	Airport Operations
Fire Wardens	Engineering Services staff
Zone Warden Box	Central Sky Bridge (Ext 90714)
Marshalling Assistance Points	<ul style="list-style-type: none"> Western Sky Bridge (Weka Track) (Ext 90738) Central Sky Bridge (Ext 90714) Kōtare Track (Ext 90842)
Associated Zone in Evacuation	Zone 4
Any Unusual Areas or Features	<ul style="list-style-type: none"> Plantrooms associated with Zone 6 nearby and accessible using roof-top walkways Monitoring (phone 256 8817) must be informed when a worker enters and as they exit any roof-top plantroom
What to do if evacuating from plantroom	<p>If the evacuation tone is sounding:</p> <ul style="list-style-type: none"> Leave the plantroom by the nearest exit to either move to an adjacent unaffected zone or to exit the building. Report to the Zone Warden if safe to do so, or report to EOC via phone call. Move to the nominated Assembly Area (external sign pictured) and remain there until directed otherwise by a Fire Warden or by announcements from the EOC. If assistance is required, proceed to the nearest Marshalling Assistance Point or ring EOC to ask for help from AES or the Fire Wardens.
Evacuation Route	<ul style="list-style-type: none"> Primary Egress route via internal stairs in plantroom to level 2 then take stairs through Door IS34 (near lift 53 bulk goods lift) which lead to level 1 by Avsec temp ID office, then use Zone 4 fire exits Secondary Egress route via roof to Zone 6 Plantroom, then use Zone 6 fire egress routes via door IS1 and Stair FM2 to reach the ground floor Zone 1, then use Zone 1 final exits
Adjacent internal Safe Zone:	2 nd Floor landside (Zone 6)
Final Fire Exits	<ul style="list-style-type: none"> Primary Egress route via Central Sky Bridge once 1st floor Zone 4 reached Secondary Egress route via roof to Zone 6 plantroom then use Zone 6 evacuation routes to reach ground floor Zone 1 and use Zone 1 final exits
Emergency Assembly Points	Persons evacuating landside from root top plant rooms or catwalks should use EAP C Opposite to Door 4 under the Canopy on the West of Transport Hub.
Zone in Alert	Zones 1, 4A, 4B, 4C, 5, 6, & 12

4.6 Plan of Zone 4 Level 3 Rooftop Plant Room Above Landside Dwell

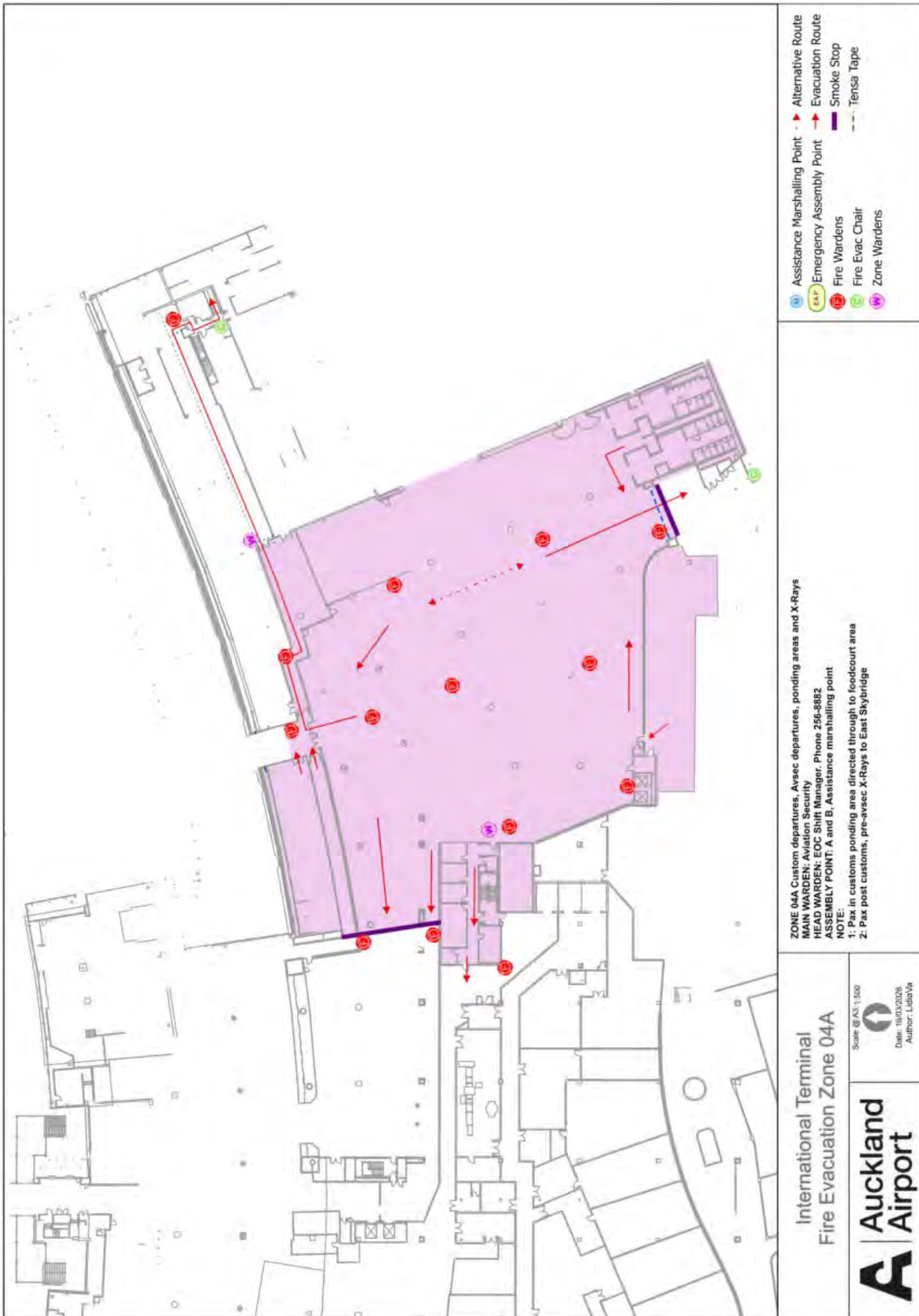


Zone 4a: Departures Emigration Processing

4a.1 Summary Table: Zone 4a

Zone Coverage:	NZ Customs & Avsec departures, ponding area & X-Rays, guest re-composition area
Zone Warden:	Aviation Security (assisted by Customs).
Fire Wardens:	<ul style="list-style-type: none">NZ Customs OfficersAviation Security Officers
Zone Warden Box:	At Customs Departures beside entry to Joint Border Agency Offices
Marshaling Assistance Point:	Stair F5 to Mezz.
Adjacent internal safe zones:	<ul style="list-style-type: none">Passengers in pre-emigration queue ponding area move back to food court area.Passengers between NZ Customs kiosks & Avsec x-rays to be taken to Zone 4B – WPI Construction Area post fire doors and held if it is safe to do so. If fire escalation occurs use stair F5 to ground floor Mezz then stair GM2 to Ground Floor Zone 1.Passengers at Avsec X-Rays to be processed through to Zone 5 alert zonePassengers in re-composition area to be sent to Zone 5 alert zone
Final Fire Exits:	<ul style="list-style-type: none">Eastern Sky Bridge (Tui Track)
Emergency Assembly Points:	<ul style="list-style-type: none">EAP C – Opposite to Door 4 under the Canopy on the West of Transport Hub.EAP D – Western forecourt outside Door 11, West end of the ITB(EAP A & B – ITB Outer Forecourts and Carpark Unavailable for 2024)
Zones in Alert	<ul style="list-style-type: none">Zones 4, 4B, 5 & 6 will be in alert mode while Zone 4A is evacuating

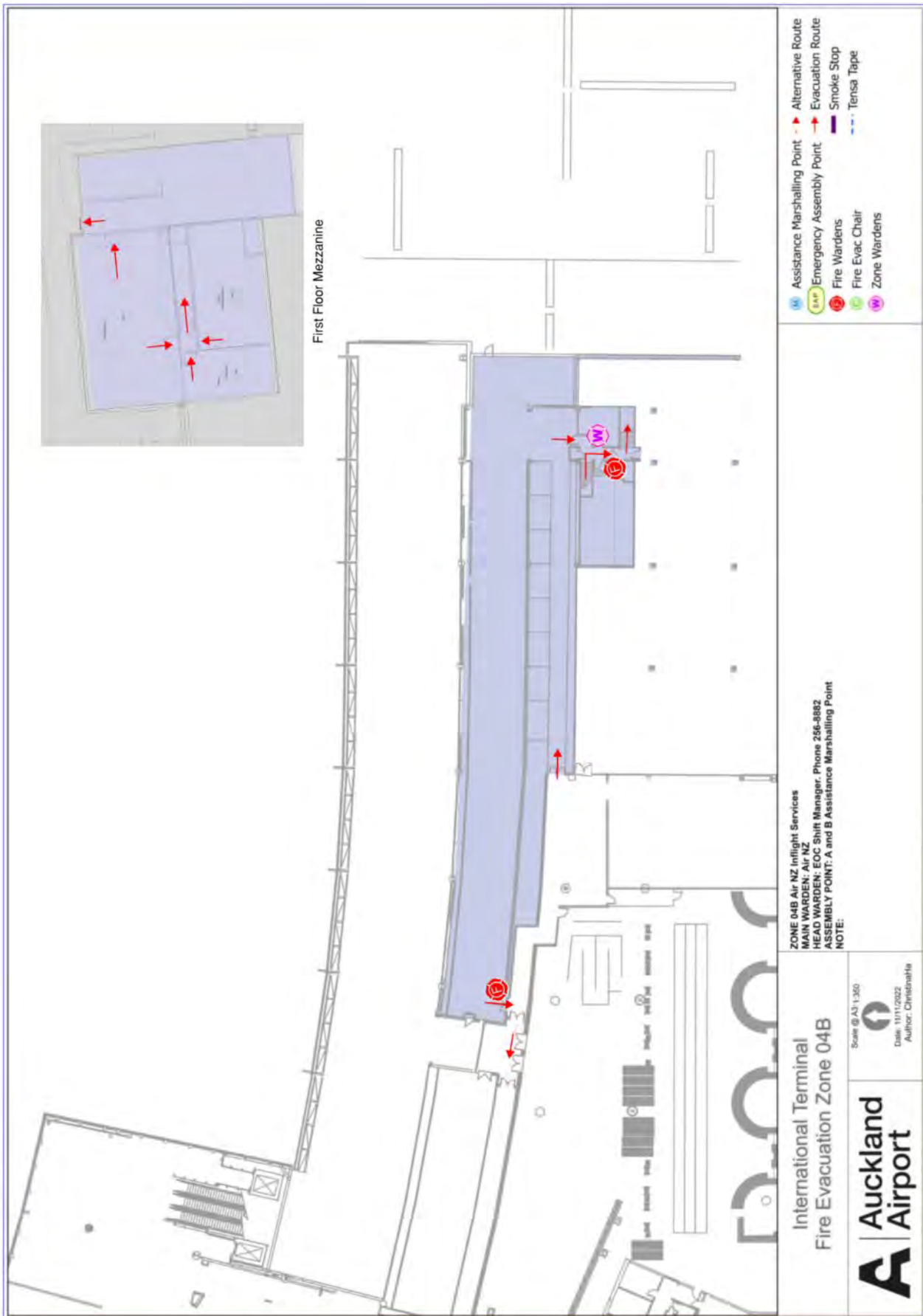
4a.2 Plan of Zone 4a Departures Emigration Processing



Zone 4b: First and First Mezzanine Floor Landside

4b.1 Summary Table: Zone 4b

Zone Coverage:	Landside first floor and First floor mezz check in plantroom 1, First Floor Mezzanine Comms Rooms 1M-02 and 1M-05, Sita tenanted office
Zone Warden:	Airport Operations
Fire Wardens:	<ul style="list-style-type: none">• Airport Operations staff• Aviation Security Officers
Zone Warden Box:	<ul style="list-style-type: none">• Check in Plantroom 1 east stair
Marshaling Assistance Points:	<ul style="list-style-type: none">• Check in Plantroom 1 east stair
Adjacent internal safe zones:	<ul style="list-style-type: none">• Ground Floor landside (Evacuation Zone 1)• Departures Emigration Processing (Evacuation Zone 4a)
Final Fire Exits:	<ul style="list-style-type: none">• Western Sky Bridge & Central exit stairway• Check In Entry Doors (Zone 1)
Emergency Assembly Points:	<ul style="list-style-type: none">• EAP C – Opposite to Door 4 under the Canopy on the West of Transport Hub.• EAP D – Western forecourt outside Door 11, West end of terminal• (EAP A & B – ITB Outer Forecourts and Carpark Unavailable for 2024)
Zones in Alert	<ul style="list-style-type: none">• Zones 1 and 4A are in alert mode while Zone 4B is evacuating

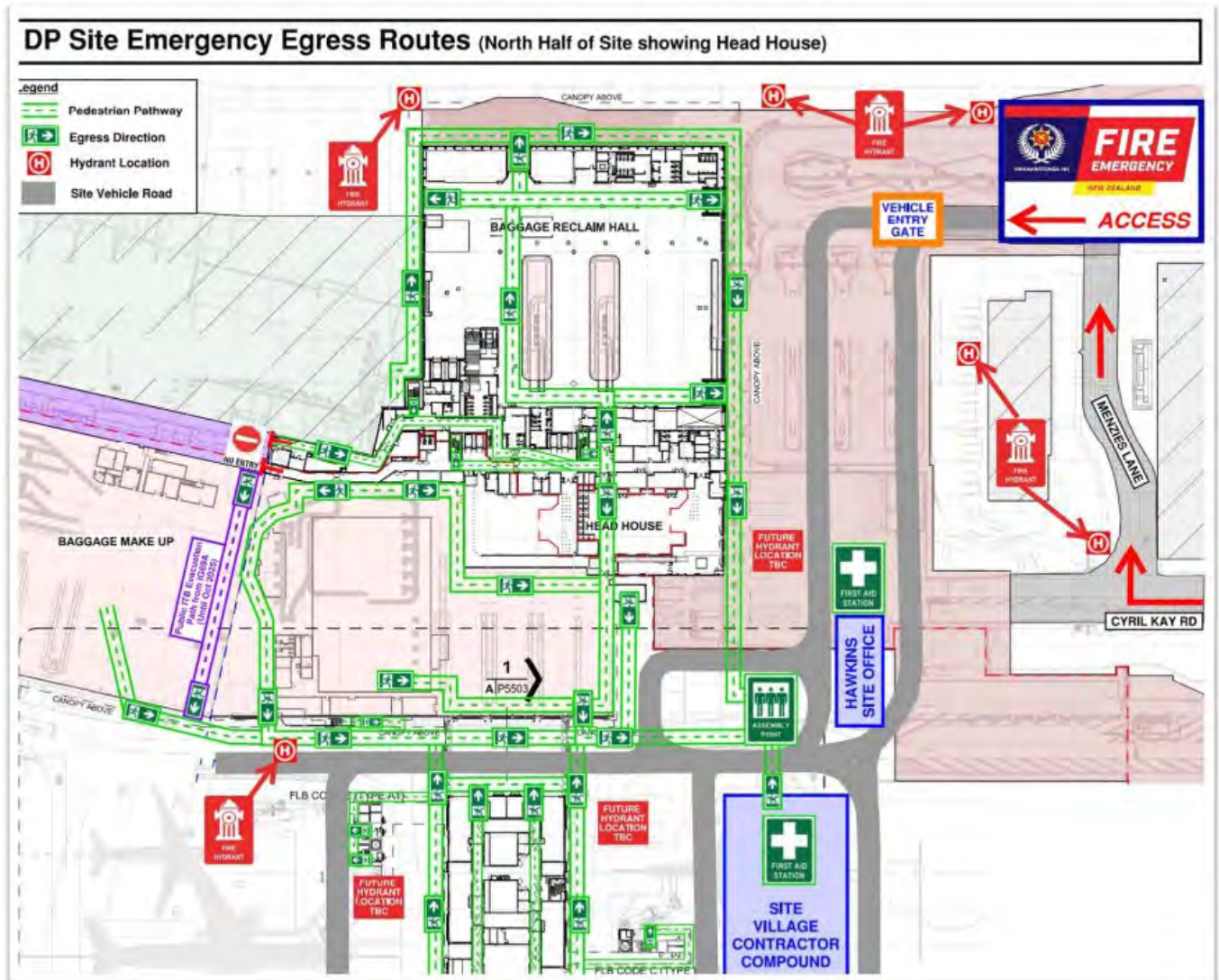


Zone 4b: AKL Domestic Processor (WP1 Construction Zone)

4b.1 Summary Table: Zone 4b Under Construction

Zone Coverage:	AKL Domestic Processor (WP4 Construction Zone)
Zone Warden:	Hawkins Construction
Fire Wardens:	Hawkins Construction
Zone Warden Box:	NIL
Marshaling Assistance Point:	Nil –
Adjacent internal safe zones:	NIL
Final Fire Exits:	<ul style="list-style-type: none">• Evacuation Zone 1 exits onto the forecourt
Emergency Assembly Points:	<ul style="list-style-type: none">• Avsec Parking Area / Courtyard outside Novotel (THUB Staff)
Alert Zones	<ul style="list-style-type: none">• Zones 1, 4, 4A will be in alert mode while Zone 4B is evacuating

4b.2 Plan of Zone 4b Construction Site

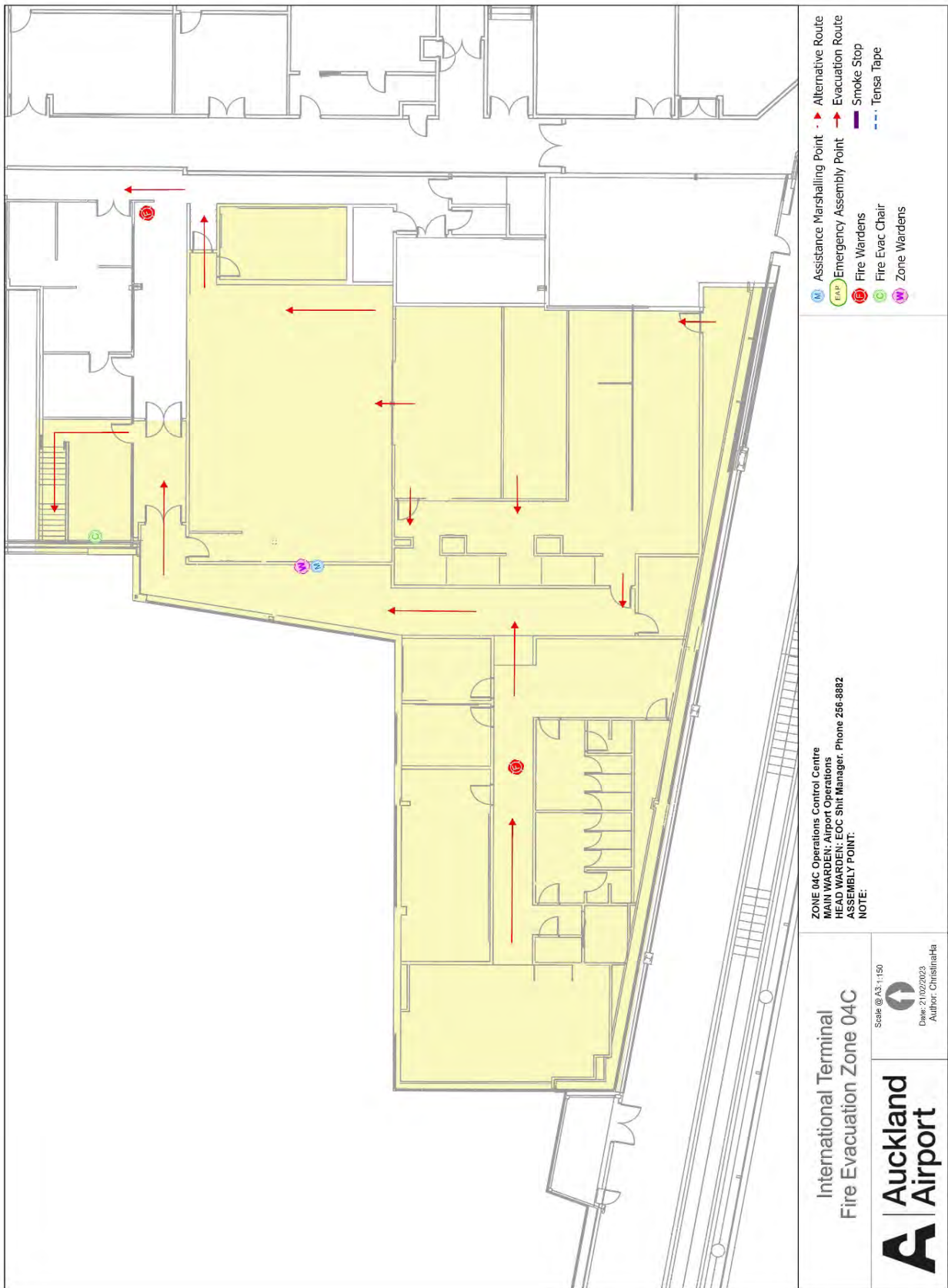


Zone 4c: Operations Control Centre, 1st Floor

4c.1 Summary Table: Zone 4c

Zone Coverage:	Landside first floor, Operations Control Centre
Zone Warden:	Airport Operations
Fire Wardens:	Airport Operations staff
Zone Warden Box:	Kāhu Track
Marshaling Assistance Point:	<ul style="list-style-type: none"> • Kāhu Track • Kōtare Track (90842)
Any Unusual Areas or Features	<ul style="list-style-type: none"> • The Comms Room (door IF36) and the Electrical Room (door IF34) has gas suppression system – all occupants must exit the Comms Room if the gas suppression is activated as the gasses will displace the oxygen in the room and may cause occupants in the room to suffer from low levels of oxygen or even asphyxiation. There is a 30 second audible and visual warning before the gas suppression system activates. • Refer to details in A5.2.10.3 Comms Room and Electrical Room with Gas Suppression System Warnings & Release Features • This zone contains the Operations Control Centre and the Emergency Operations Centre – if it evacuates the staff must relocate to the DR site at 2 Walsh Brothers Place. This means Zone Wardens will need to use airport radios to communicate with the Head Building Warden or ICR until the relocation processes has finished (estimated 10 minutes).
Adjacent internal safe zones:	<ul style="list-style-type: none"> • First Floor food-court (Evacuation Zone 4)
Final Fire Exits:	<ul style="list-style-type: none"> • Stairs S7 onto western forecourt
Emergency Assembly Points:	<ul style="list-style-type: none"> • EAP D – Western forecourt outside Door 11, West end of terminal
Alert Zones	<ul style="list-style-type: none"> • Zone 1C – Bulk Processing (Avsec) Level 1 • Zone 1C – Western Truck Dock (Ground Floor) • Zone 4 - Level 1 landside • Zone 12 - Level 1 airside Customs & Duty-free arrivals are in alert mode while Zone 4C is evacuating

4c.2 Plan of Zone 4c First Floor Landside

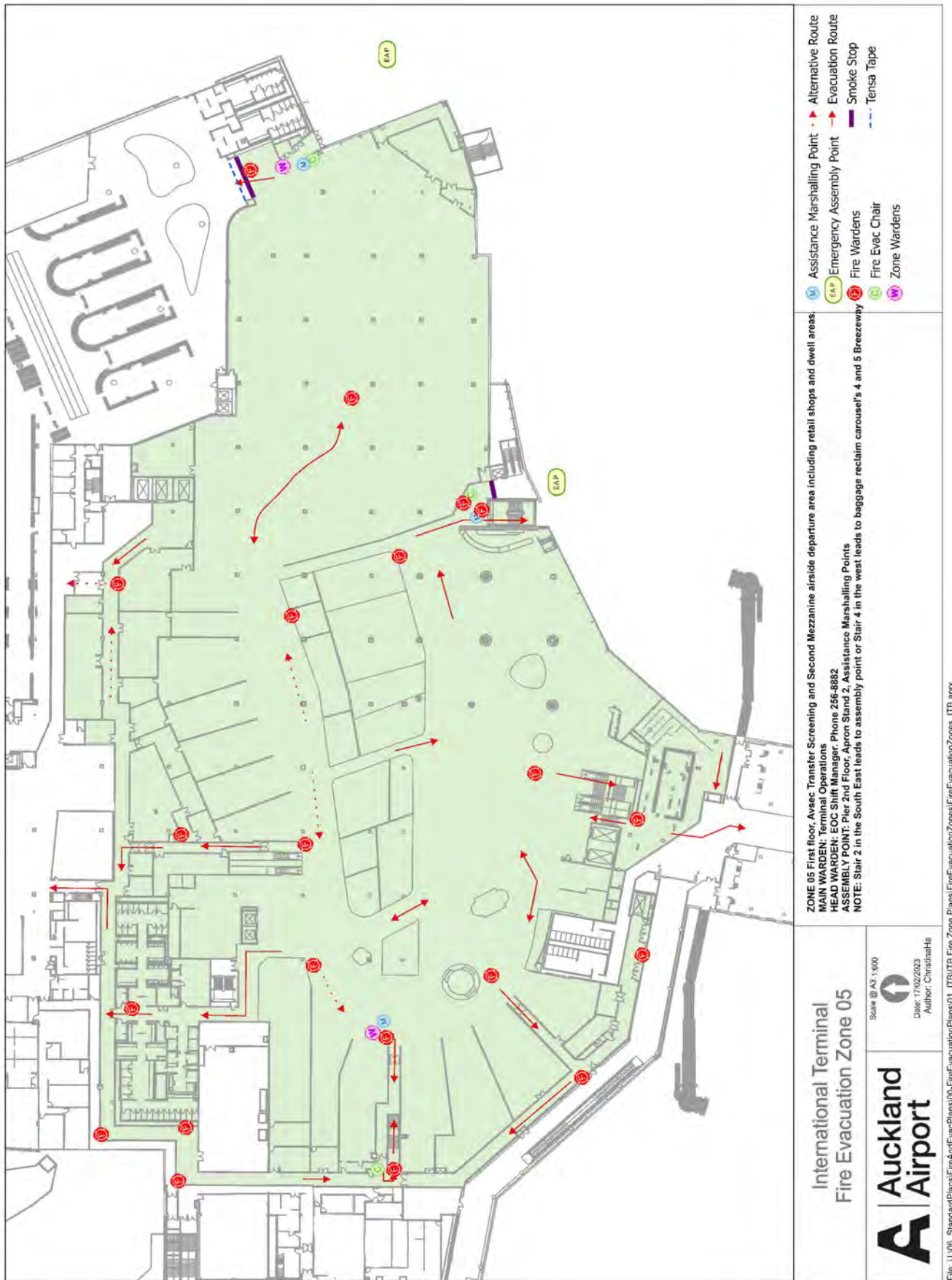


Zone 5: Airside Retail Dwell

5.1 Summary Table: Zone 5

Zone Coverage:	<ul style="list-style-type: none"> • First floor airside departure area retail shops, toilets, and dwell areas. • First Floor Avsec Transit Screening • Second Mezzanine Floor airside retail
Zone Warden:	Auckland Airport Operations
Fire Wardens:	<ul style="list-style-type: none"> • Airport Operations • Retailers including The Collection Point • Aviation Security including Transit Screening
Zone Warden Box:	<ul style="list-style-type: none"> • After Avsec Screening Point (ext 90717) • Beside Mountain Jade top of Stair S4, in front of door IF15A (ext 90837)
Marshaling Assistance Point:	<ul style="list-style-type: none"> • After Avsec Screening Point • Top of Stair S4 via Godwit Track (door IF15B West egress down to the breezeway) • Top of Stair S6 (door IF22, below Air NZ VIP lounge)
Adjacent internal safe zones:	<ul style="list-style-type: none"> • To avoid passengers needing to evacuate to the Apron, evacuation internally to safe adjacent zones is strongly preferred: <ul style="list-style-type: none"> ○ For guests at retail – Alert Zone 4A (guest re-composition area after Avsec) ○ For guests in the dwell area – Alert Zone 8 level 2 (Pier A departures) and Zone 13 level 2 (Pier B connector) ○ For passengers awaiting transit screening – return along to Zones 8 (Pier A level 1 arrivals) and 12 (Pier B level 1 arrivals)
Final Fire Exits:	<ul style="list-style-type: none"> • West Stair Tower 4 via Godwit Track to breezeway (Carousels 4 and 5) • South Stair Tower 6 to apron (Stand 2) • Landside via door IF12 by Western toilets to Fire Doors IF9B • Landside via doors IF17 and IF17A in Godwit Track or staff backtrack corridor
Emergency Assembly Points:	<ul style="list-style-type: none"> • EAP G – Breezeway between Carousels 4 and 5 (West Stair Tower 4) • EAP J – By Stand 2 (South Stair Tower 6) • Refer to paras containing detail of Ramp and Breezeway (A5.6 “Ramp” Fire Management & Awareness; A5.7 Breezeway Processes)
Zones in alert	<ul style="list-style-type: none"> • Zones 4, 4A, 7, 7A, 8 and 13

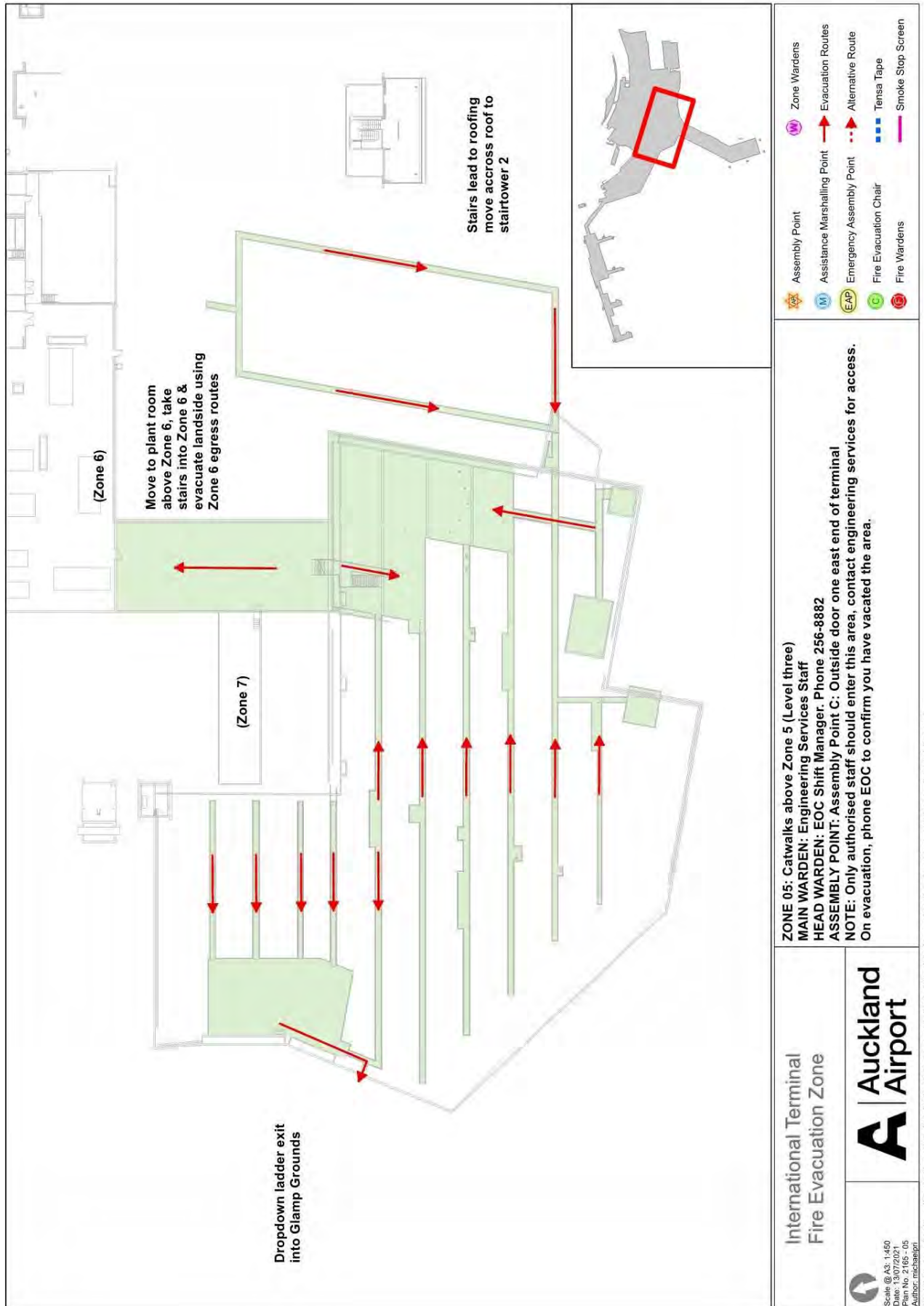
5.2 Plan of Zone 5



5.3 Summary Table: Zone 5 Catwalks

Plantroom Location	Catwalks above main airside retail dwell used to access services such as lighting, sprinklers and air conditioning
Zone Warden	Airport Operations
Fire Wardens	Engineering Services staff
Zone Warden Box	<ul style="list-style-type: none"> After Avsec Screening Point (Ext 90717) Beside Mountain Jade top of Stair S4, in front of door IF15A (Ext 90837)
Marshalling Assistance Point	<ul style="list-style-type: none"> After Avsec Screening Point Top of Stair S4 (door IF15B, West egress down to the breezeway) Top of Stair S6 (door IF22, below Air NZ VIP lounge)
Associated Zone in Evacuation	Zone 5
Any Unusual Areas or Features	<ul style="list-style-type: none"> Area is difficult to move around in and should only be accessed by authorised persons Monitoring (phone 256 8817) must be informed when a worker enters and as they exit the catwalks
What to do if evacuating from plantroom	<p>If the evacuation tone is sounding:</p> <ul style="list-style-type: none"> Leave the catwalks by the nearest exit to either move to an adjacent unaffected zone or to exit the building. Report to the Zone Warden if safe to do so, or report to EOC via phone call. Move to the nominated Assembly Area (external sign pictured) and remain there until directed otherwise by a Fire Warden or by announcements from the EOC. If assistance is required, proceed to the nearest Marshalling Assistance Point or ring EOC to ask for help from AES or the Fire Wardens.
Evacuation Route	<ul style="list-style-type: none"> Primary Egress route move to Zone 6 plantroom, take international stairs in plantroom to reach level 2 Zone 6, and then use Zone 6 egress routes, either: <ul style="list-style-type: none"> Northeast internal stair tower through door IS34, near lift 53 Landside Bulk Goods lift to reach Zone 4 and use Zone 4 level 1 final exits Door IS3 which leads to an open path on the roof leading in turn to door IS1 and Stair FM2 to reach Zone 4 first floor exits Secondary Egress route use drop down ladder above level 2 mezzanine airside retail (previously GlampGrounds) to enter level 1 Zone 5 and use Zone 5 egress routes Secondary Egress route use stairs/ladder end of catwalk to reach the rooftop and move across roof to assemble on the rooftop at the entrance of Stair Tower 2. If further evacuation is required, two options are available: <ul style="list-style-type: none"> If Zone 5 is unaffected by fire, evacuate down Stair Tower 2 into Zone 5 via the door at Level 1. (Note - this option is expected to be available from September 2024). In the unlikely event that Zone 5 is affected simultaneously, evacuate down Stair Tower 2 in groups to the apron where occupants will be transported by bus to Door 118 (next to Gate Lounge 4E). This is to be arranged with EOC.
Adjacent internal Safe Zone:	<ul style="list-style-type: none"> Zone 8 (Pier A North) via roof access Zone 6 (2nd floor landside)
Final Fire Exits	<ul style="list-style-type: none"> Primary Egress route via Zone 6 plantroom use Zone 1 or Zone 4 final exits to reach landside terminal forecourt Secondary Egress route via rooftop Stair Tower 2 to reach the Apron Secondary Egress route into level 2 mezzanine airside retail (previously GlampGrounds) and use any Zone 5 final exit
Emergency Assembly Points	Persons evacuating landside from root top plant rooms or catwalks should use EAP C Opposite to Door 4 under the Canopy on the West of Transport Hub.
Zone in Alert	Zones 4, 4A, 7, 7A, 8 and 13

5.4 Plan of Zone 5 Catwalks



Zones 6 & 20: 2nd Floor Landside Tenancies / Airside Corridors & Imaging Room

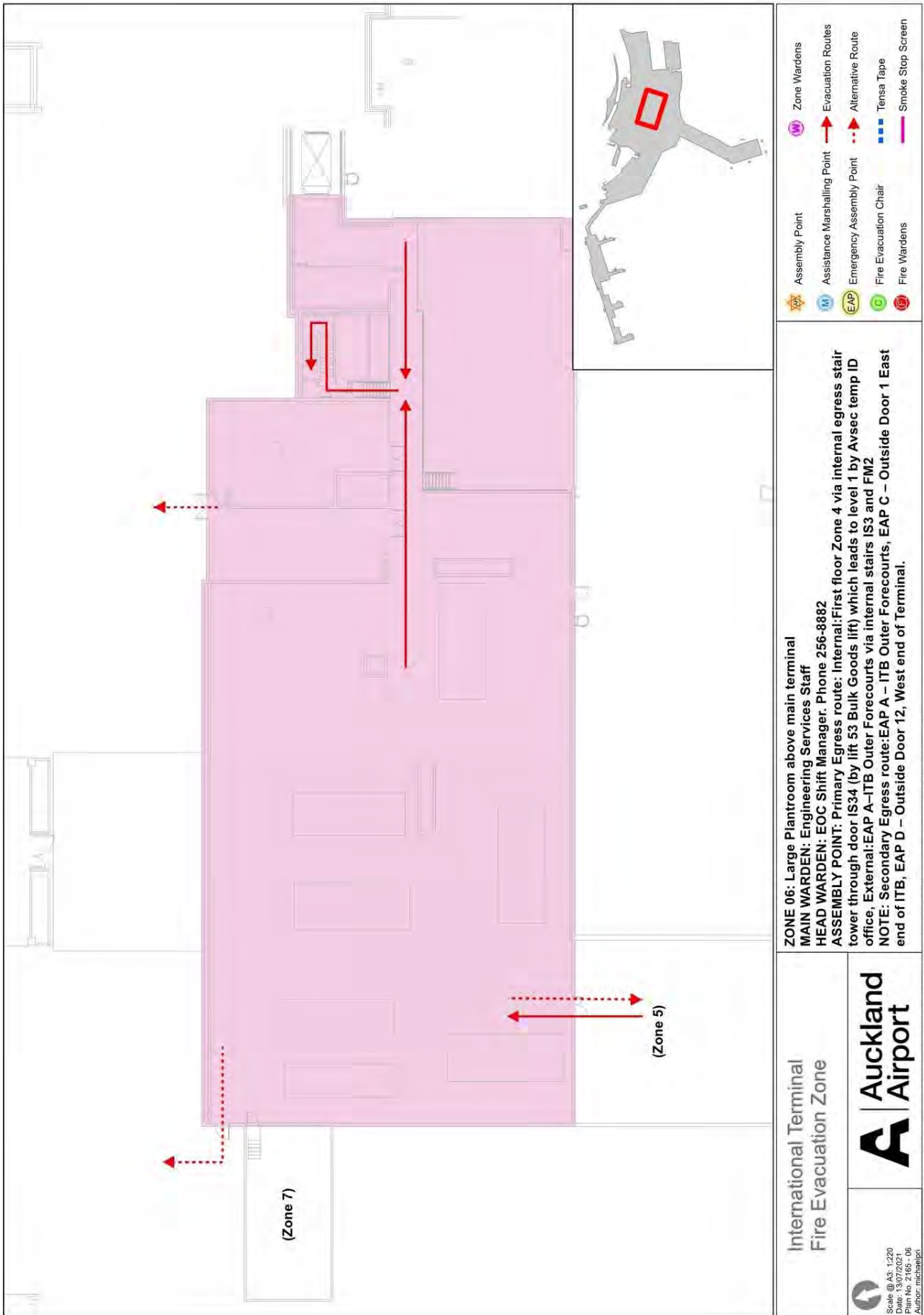
6.1 Summary Table: Zones 6 & 20

Zone Coverage:	<p>Zone 6: Second floor landside tenancies, retail kitchens, AvSec Ready Room & Airside Kiwi Track</p> <p>Zone 20: Second floor AvSec Imaging Room & Kea Track</p>
Zone Warden:	Delaware North (AvSec staff or Airport Operations in absence)
Fire Wardens:	<ul style="list-style-type: none"> • Tenants (Delaware North, Kiwi Discovery, airline staff) • Airport Operations staff • Aviation Security staff including Ready Room and Imaging Room
Zone Warden Box:	Located between Male and Female toilets of Zone 6 Landside (ext. 90515)
Marshaling Assistance Point:	<p>Zone 6 Landside: Corridor between Male and Female toilets (ext. 90515)</p> <p>Zone 6 Airside Kiwi Track & Zone 20: Kiwi Track near Door IS32</p>
Adjacent internal safe zones:	<p>Zone 6 Landside:</p> <ul style="list-style-type: none"> • Zone 4 – In front of AvSec Temporary ID Office by Landside Goods Lift 53 or Level 1 Food Court via Western Skybridge <p>Zone 6 Airside Kiwi Track & Zone 20:</p> <ul style="list-style-type: none"> • Zone 5 – Airside retail dwell via Stair Tower 2 and entering door on Level 1. (Note – this option is available from November 2024). In the meantime, assemble on the rooftop at the entrance of Stair Tower 2 under Fire Warden supervision.
Final Fire Exits:	<p>Zone 6 Landside: use Zone 4 final exits (i.e. Sky Bridges) reached by</p> <ul style="list-style-type: none"> • Door IS34 leading to Northeast internal stairwell which reaches the Zone 4 Level 1 fire evacuation corridor by Avsec temporary ID Office • Door IS3 leading to an open path on the roof leading to Door IS1 and Stair Tower FM2 which reaches the Zone 4 Level 1 food court area <p>Zone 6 Airside Kiwi Track & Zone 20:</p> <ul style="list-style-type: none"> • Door IS32 to assemble on the rooftop at the entrance of Stair Tower 2. If further evacuation is required from the rooftop, evacuate down Stair Tower 2 in groups to the apron where occupants will be transported by bus to Door 118 (next to Gate Lounge 4E). This is to be arranged with EOC.
Emergency Assembly Points:	<p>Zone 6 Landside:</p> <ul style="list-style-type: none"> • Internal: Zone 4 by AvSec Temporary ID office or the Food Court. • EAP C – Opposite to Door 4 under the Canopy on the West of Transport Hub. <p>Zone 6 Airside Kiwi Track & Zone 20:</p> <ul style="list-style-type: none"> • Assemble on the rooftop at the entrance of Stair Tower 2 under Fire Warden supervision. If further evacuation is required, evacuate down Stair Tower 2 in groups to the apron where occupants will be transported by bus to Door 118 (next to Gate Lounge 4E). This is to be arranged with EOC. • Refer to para containing detail of Ramp area (A5.6 “Ramp” Fire Management & Awareness)
Zones in alert	Zones 4, 4A, 7 and 7A

6.3 Summary Table: Zone 6 Rooftop Plant Room

Plantroom Location	Large Plantroom above main airside retail dwell
Zone Warden	Airport Operations
Fire Wardens	Engineering Services staff
Zone Warden Box	Located in Zone 6 internal 'old management offices' corridor between Male and Female toilets (ext. 90515)
Marshalling Assistance Point	<ul style="list-style-type: none"> Located in Zone 6 internal 'old management offices' corridor between Male and Female toilets (ext. 90515) Evacuation Chair located in the stair tower to level 1 area by lift 53 Landside Bulk Goods lift, through door IS34.
Evacuation Zone	Zone 6
Any Unusual Areas or Features	<ul style="list-style-type: none"> The Zone 5 and 7 plant rooms can exit through or via this Zone 6 plantroom Monitoring (phone 256 8817) must be informed when a worker enters and as they exit any roof-top plantroom
What to do if evacuating from plantroom	<p>If the evacuation tone is sounding:</p> <ul style="list-style-type: none"> Leave the plantroom by the nearest exit to either move to an adjacent unaffected zone or to exit the building. Report to the Zone Warden if safe to do so, or report to EOC via phone call. Move to the nominated Assembly Area (external sign pictured) and remain there until directed otherwise by a Fire Warden or by announcements from the EOC. If assistance is required, proceed to the nearest Marshalling Assistance Point or ring EOC to ask for help from AES or the Fire Wardens.
Evacuation Route	<ul style="list-style-type: none"> Primary Egress route via plantroom main entrance door ITO11, then use Zone 6 fire exits to either reach level 1 Zone 4 (safe internal adjacent zone) or Ground Floor Zone 1 (safe internal adjacent zone) Secondary Egress route via plantroom side door ITO06, across roof to plantroom 2 door ITO01, then use Zone 1 Ground Mezzanine Floor fire exits.
Adjacent internal Safe Zone:	<ul style="list-style-type: none"> Zone 4 (1st floor landside) Zone 1 (ground floor landside) Zone 8 (Pier A North) via roof access
Final Fire Exits	<ul style="list-style-type: none"> Primary Egress route via Zone 4 final exits with Zone 4 reached either by using: <ul style="list-style-type: none"> Northeast internal stair tower through door IS34, near lift 53 Landside Bulk Goods lift Door IS3 which leads to an open path on the roof leading in turn to door IS1 and Stair FM2 Secondary Egress route via Zone 1 Ground Mezzanine Floor final exits with Zone 1 reached by using Stair Tower 2 and through door IGM37
Emergency Assembly Points	<ul style="list-style-type: none"> EAP C - Opposite to Door 4 under the Canopy on the West of Transport Hub. (EAP A & B - ITB Forecourt and Carpark Unavailable for 2024)
Zone in Alert	Zones 4, 4A, 7, 7A, 8 and 13

6.4 Plan of Zone 6 Rooftop Plant Room

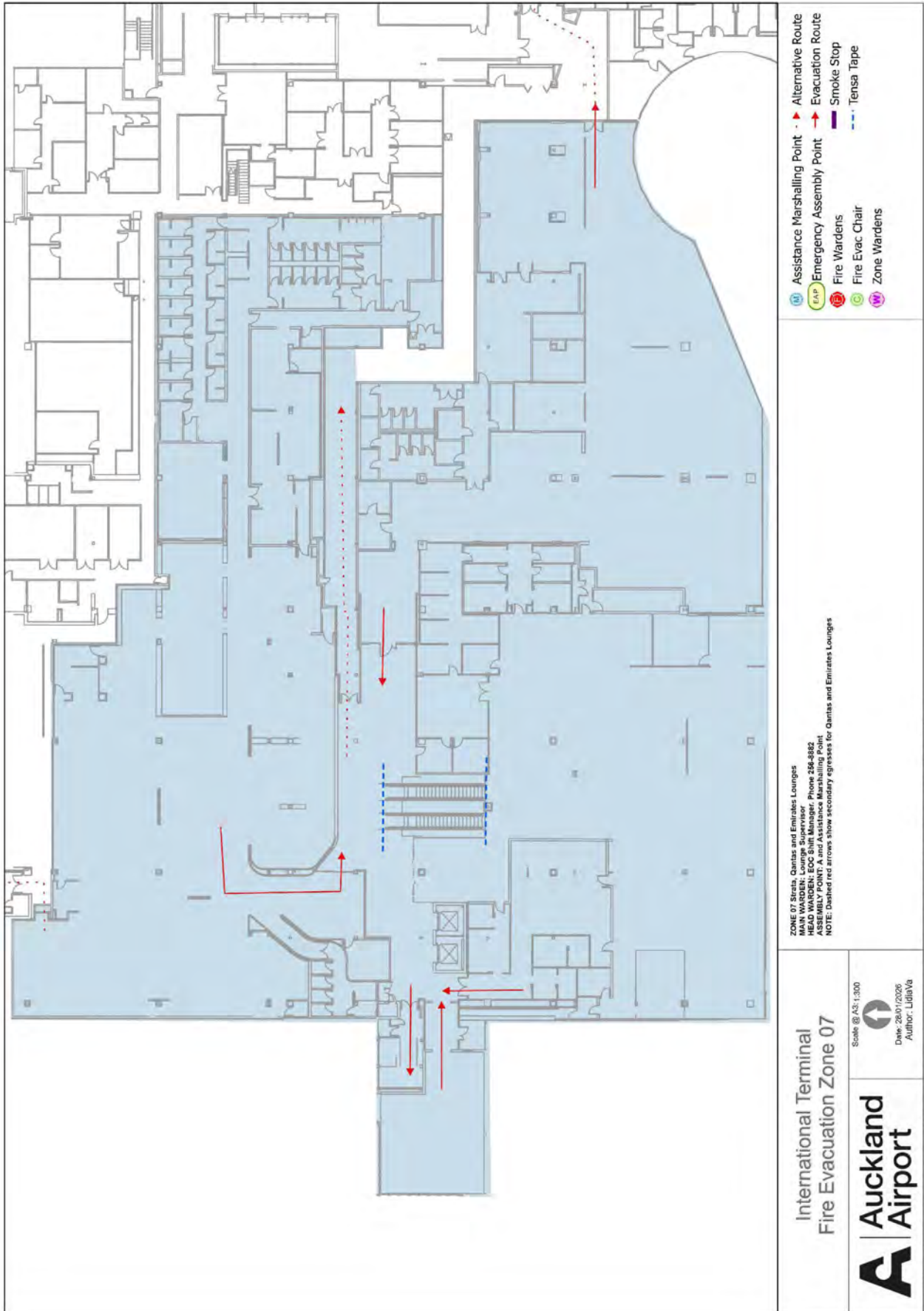


Zone 7: VIP Lounges & Smokers Deck

7.1 Summary Table: Zone 7

Zone Coverage:	Strata, Qantas, Emirates Lounges and Smokers Deck
Zone Warden:	<ul style="list-style-type: none"> VIP Lounge Supervisors (assisted by Lounge Staff and Avsec). Airport Operations if Lounges closed.
Fire Wardens:	<ul style="list-style-type: none"> VIP Lounge Staff Aviation Security support airside/landside boundaries
Zone Warden Box:	Opposite Strata Lounge (ext. 90742)
Marshaling Assistance Point:	Opposite Strata Lounge (ext. 90742)
Adjacent internal safe zones:	<ul style="list-style-type: none"> Primary Egress Route exit Lounge/Smokers Deck via main entry doors then use Stair Tower 8 between Smokers Deck and Qantas VIP Lounge to reach Zone 5. Secondary Egress Route exit Lounge/Smokers Deck to assemble inside Zone 6 Airside Kiwi Track via Door IS3A, located between Qantas & Emirates VIP lounges. Emirates VIP Lounge – exit lounge via back door (Door IS2) to assemble inside Zone 6 Airside Kiwi Track. Qantas VIP Lounge – exit lounge via back door to reach internal Stair Tower FM2 and enter Zone 4 (Western Skybridge, 1st floor Landside)
Final Fire Exits:	<ul style="list-style-type: none"> Primary Egress route – via Stair Tower 8 to use Zone 5 fire exits. Secondary Egress Route – Evacuate via Door IS32 from Zone 6 Airside Kiwi Track to assemble on the rooftop at the entrance of Stair Tower 2. If further evacuation is required, two options are available: <ul style="list-style-type: none"> If Zone 5 is unaffected by fire, occupants can be evacuated down Stair Tower 2 and into Zone 5 via the door at Level 1. (Note – this option is expected to be available from September 2024). In the unlikely event that Zone 5 is affected simultaneously, occupants can be evacuated down Stair Tower 2 in groups to the apron where occupants will be transported by bus to Door 118 (next to Gate Lounge 4E). This is to be arranged with EOC. Emirates VIP Lounge – same as Secondary Egress Route. Qantas VIP Lounge – secondary egress route via rear internal stair tower to Western Skybridge egress corridor, 1st floor landside (Zone 4)
Emergency Assembly Points:	<p>Internal:</p> <ul style="list-style-type: none"> Zone 5 retail area, 1st floor airside. Zone 6 Airside Kiwi Track, 2nd floor. Zone 4 Western Skybridge <p>External:</p> <ul style="list-style-type: none"> EAP D – Western forecourt outside Door 11, West end of ITB
Zones in alert	Zones 5 (airside dwell), 6 (2 nd floor tenancies & kitchens) and 7A (Air NZ VIP Lounge) and 20 (Avsec Imaging Room and airside corridor)

7.2 Plan of Zone 7



7.3 Zone 7 Rooftop Plant Room

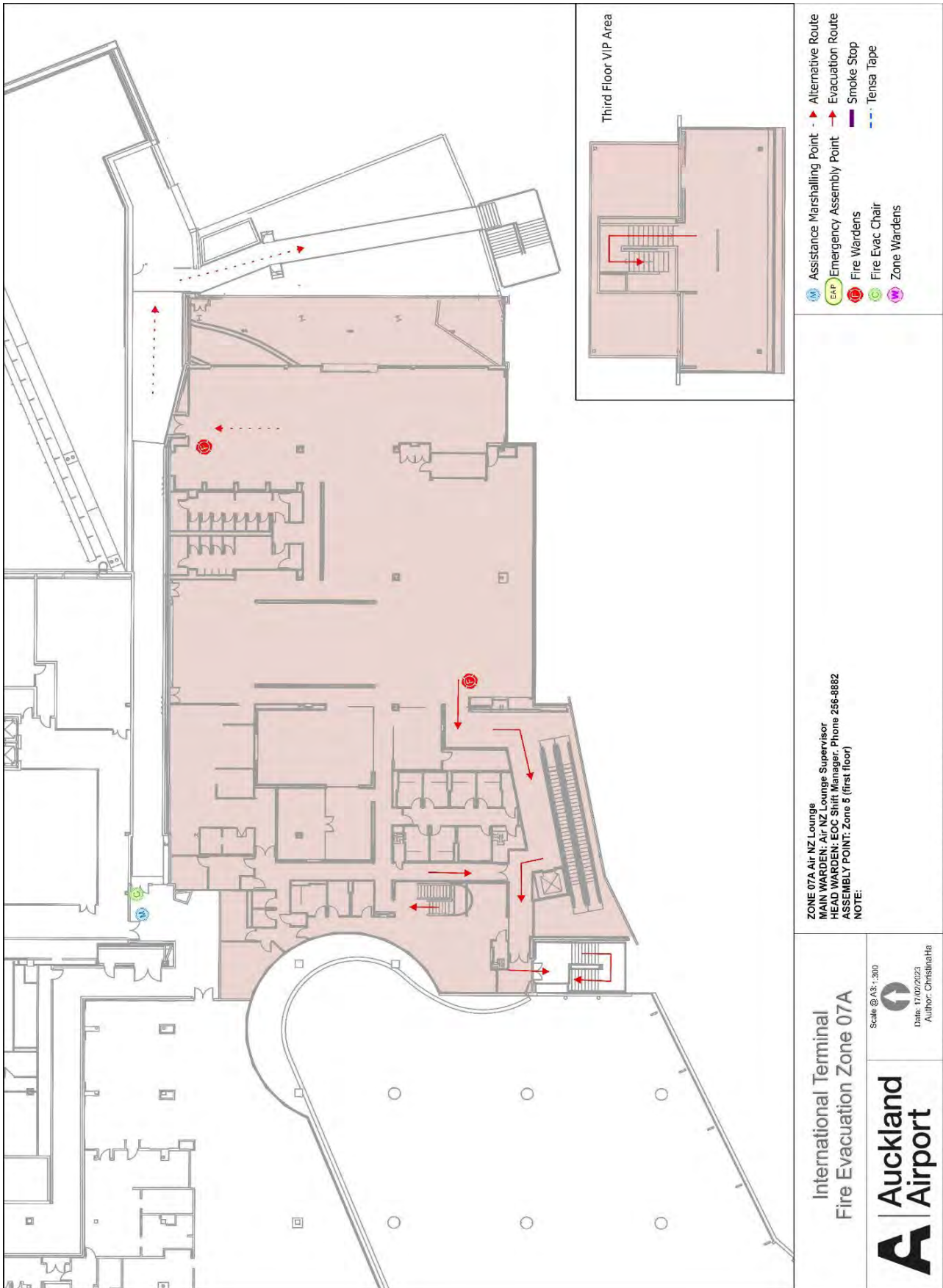
A small Plant Room is on the roof above Zone 7, used by ES staff and contractors. There is no separate table of information for this Plant Room because it is accessed via the Zone 6 plant rooms.

Zone 7a: Air NZ VIP Lounge

7a.1 Summary Table: Zone 7a

Zone Coverage:	Second floor airside Air New Zealand VIP Lounge
Zone Warden:	<ul style="list-style-type: none"> Air NZ VIP Manager/Supervisor. Airport Operations if closed.
Fire Wardens:	<ul style="list-style-type: none"> Air NZ VIP Lounge staff Aviation Security support airside/landside boundaries
Zone Warden Box:	Air NZ VIP Lounge holds Manager/Supervisor supplies and check list
Marshaling Assistance Point:	<ul style="list-style-type: none"> Level 1 just inside of Fire Double Doors IF22 (Stair Tower 6) Level 2 inside double fire doors IS31 & IS32 (Stair Tower 2)
Adjacent internal safe zones:	<p>Zone 5 (1st floor airside dwell) is the main adjacent internal safe zone reached by:</p> <ul style="list-style-type: none"> Primary Egress Route via the South External Stair Tower 6 down one level to re-enter the ITB at the alert first floor retail area (Zone 5) via Door IF22 Secondary Egress Route exit Lounge via back, fire exit door to assemble on the rooftop at the entrance of Stair Tower 2. If further evacuation is required, two options are available: <ul style="list-style-type: none"> If Zone 5 is unaffected by fire, occupants can be evacuated down Stair Tower 2 and into Zone 5 via the door at Level 1. (Note – this option is expected to be available from September 2024).
Final Fire Exits:	<ul style="list-style-type: none"> The Primary Egress route via South External Stair Tower 6 will use Zone 5 Fire exits. Secondary Egress Route leads to Stair Tower 2 for occupants to evacuate down to the apron in small groups and be transported by bus to Door 118. This is to be arranged with the EOC if necessary.
Emergency Assembly Points:	<p>Internal:</p> <ul style="list-style-type: none"> 1st floor alert Zone 5 retail area Primary Egress route via South External Stair Tower 6 will use Zone 5 Assembly Areas <p>External:</p> <ul style="list-style-type: none"> Secondary egress via Stair Tower 2 down to apron to be transported by bus to Door 118. This is to be arranged with the EOC. <p>Refer to para containing detail of Ramp area (A5.6 "Ramp" Fire Management & Awareness)</p>
Zones in alert	<ul style="list-style-type: none"> Zone 5 (Airside retail and main dwell), 6 (Level 2 kitchens and offices) and 7 (Level 2 EK, QF and Strata VIP Lounges and Smokers Deck)

7a.2 Plan of Zone 7a

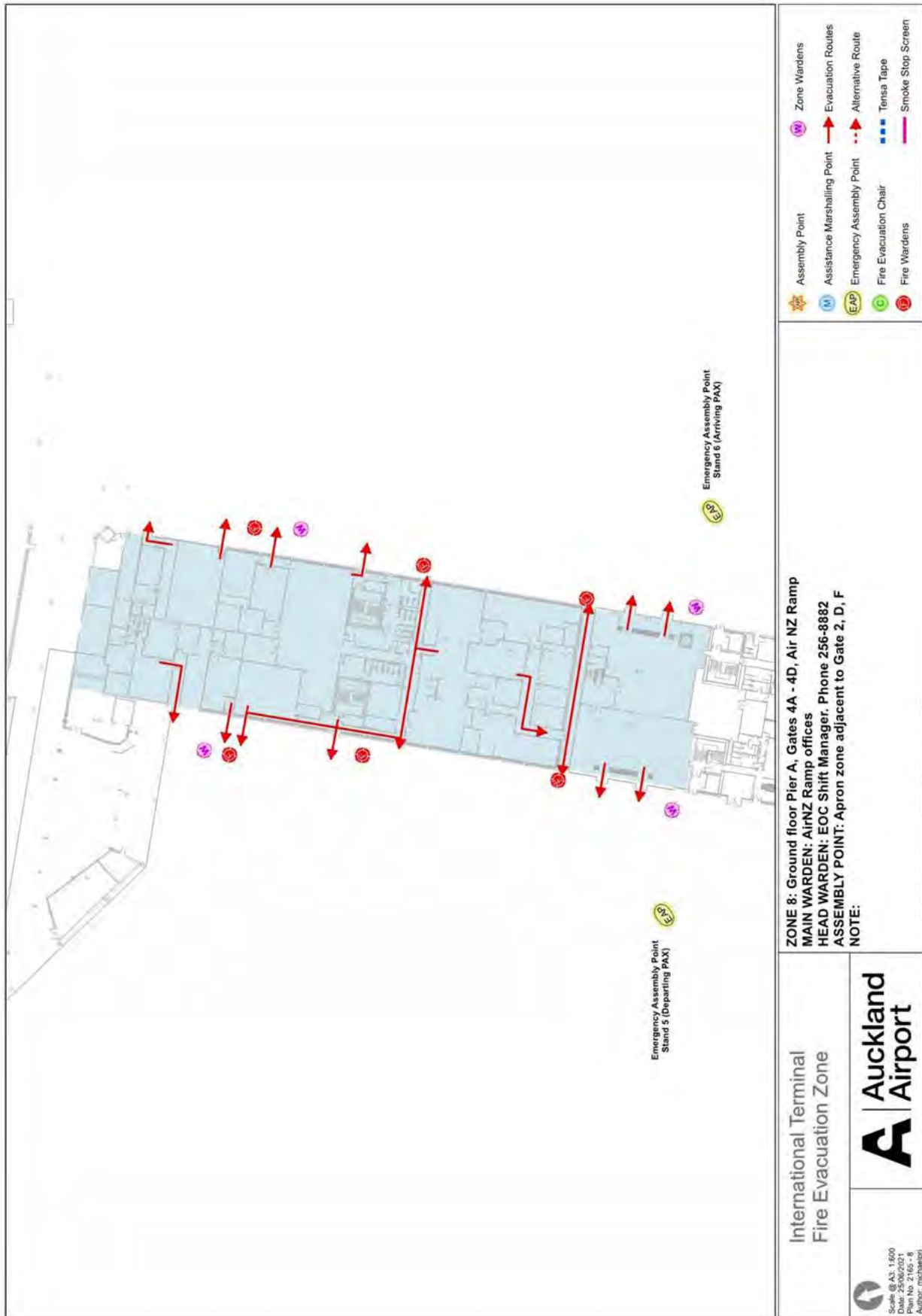


Zone 8: Pier A North Gate Lounges 1 - 4

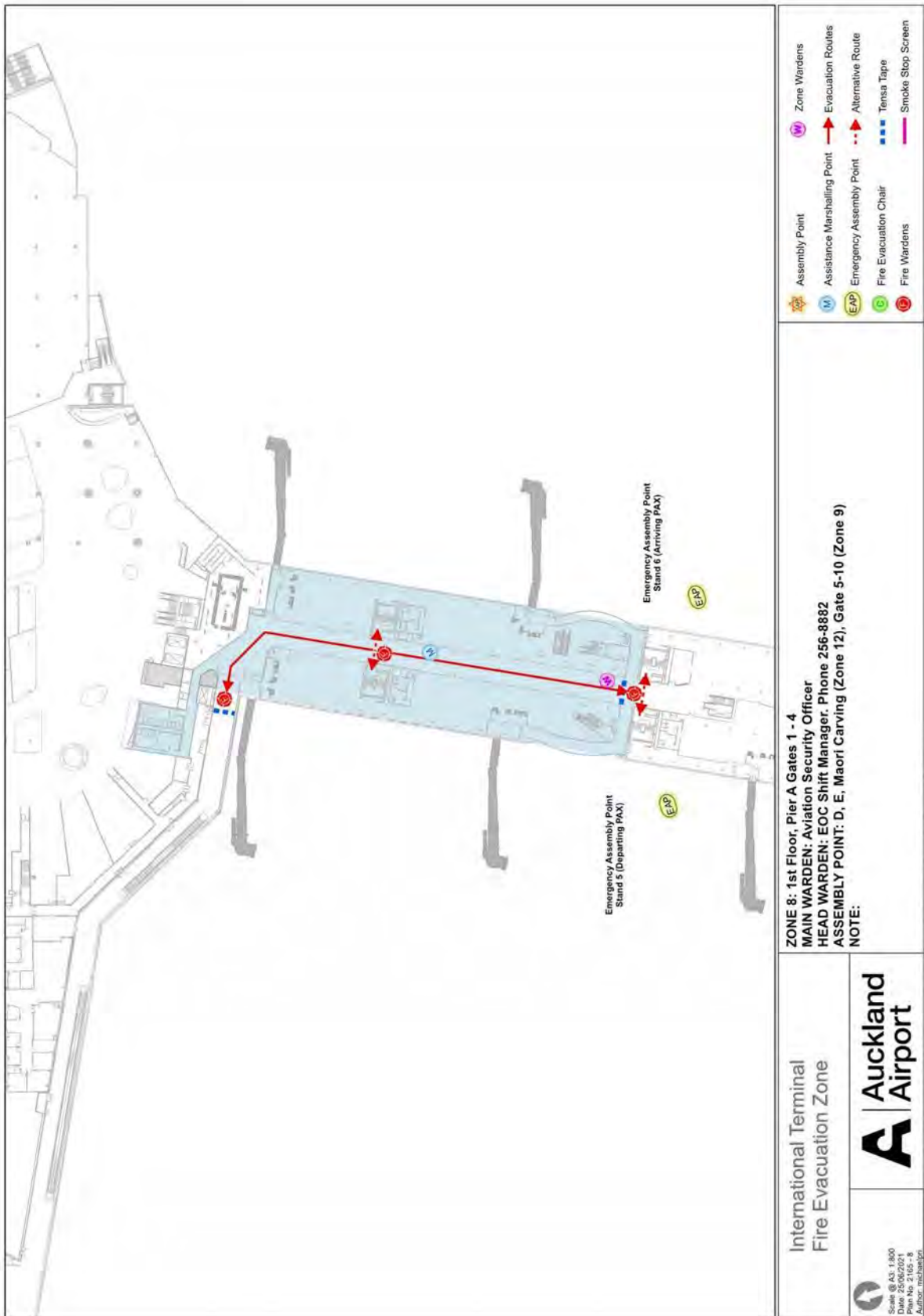
8.1 Summary Table: Zone 8

Zone Coverage:	<p>Pier A North Gate Lounges 1 – 4 (all airside) encompassing three levels of the building:</p> <ul style="list-style-type: none"> • Ground floor – Bussing gate lounge 4A – D and Air NZ Ramp Offices • First floor – departure gate lounges 1 – 4 and arrivals corridors • Second floor – retail F and B and stores, passenger facilities, offices,
Zone Warden:	<ul style="list-style-type: none"> • Ground floor – Air NZ Ramp • First floor – Avsec • Second floor – Retail
Fire Wardens:	<ul style="list-style-type: none"> • Ground floor – Air NZ Ramp staff, Avsec, AA airfield ops, airlines if flight in G/L • First floor – Avsec staff, airlines if flight in G/L • Second floor – retail staff, Airport Operations staff
Zone Warden Box:	<ul style="list-style-type: none"> • Ground floor – Air NZ ramp offices at Stand 2, between stair tower entrance PF14 and Stand 1, and between bus lounge 4D and Stand 3. • First floor – Between gates 4 and 6 in arrivals corridor (Ext 90715). • Second floor – In-between G Shock store and Relay Store (Ext 90553).
Marshalling Assistance Point:	<ul style="list-style-type: none"> • Ground floor – Air NZ ramp offices at Stand 2 (Ext 90584) • Ground floor – between stair tower entrance PF14 and Stand 1 (Ext 90684). • First floor – Between gates 2 and 4 in arrivals corridor (Ext 90365). • Second floor – In-between G Shock store and Relay Store (Ext 90553).
Adjacent internal safe zones:	<ul style="list-style-type: none"> • Ground floor – Gate Lounge 4E (part of evacuation Zone 9) • For departing pax – Zone 5 (main dwell) or Zone 9 (Pier A South G/L 5 – 10) • For arriving pax – Zone 9 arrivals corridor or Zone 12 arrivals corridor • For departing pax – Avsec may move pax to safe adjacent arrivals Zone 9 or 12 corridor
Final Fire Exits:	<ul style="list-style-type: none"> • All ground floor exits to Apron area • Stairs on airbridges • Stair tower PF1 between G/L 2 and 4 via door PF25 • Stair tower PF14 between G/L 1 and 3 via door PF8 • Stair Towers PF3 & PF13 at interface between Zones 8 and 9 on Levels 1 & 2
Emergency Assembly Points:	<ul style="list-style-type: none"> • EAP K – Apron Area by stand 5 (departing passengers). • EAP L – Apron Area by stand 6 (arriving passengers). • If safe to do so corral arriving passengers by gate 4 - 6 and departing passengers at gates 5 - 7 depending on gate lounges used. • Refer to para containing detail of Ramp area (A5.6 “Ramp” Fire Management & Awareness)
Zones in alert	<ul style="list-style-type: none"> • Zones 2 (bag reclaim), 5 (main dwell), 9 (Pier A South), 12 (arrivals connector and processing)

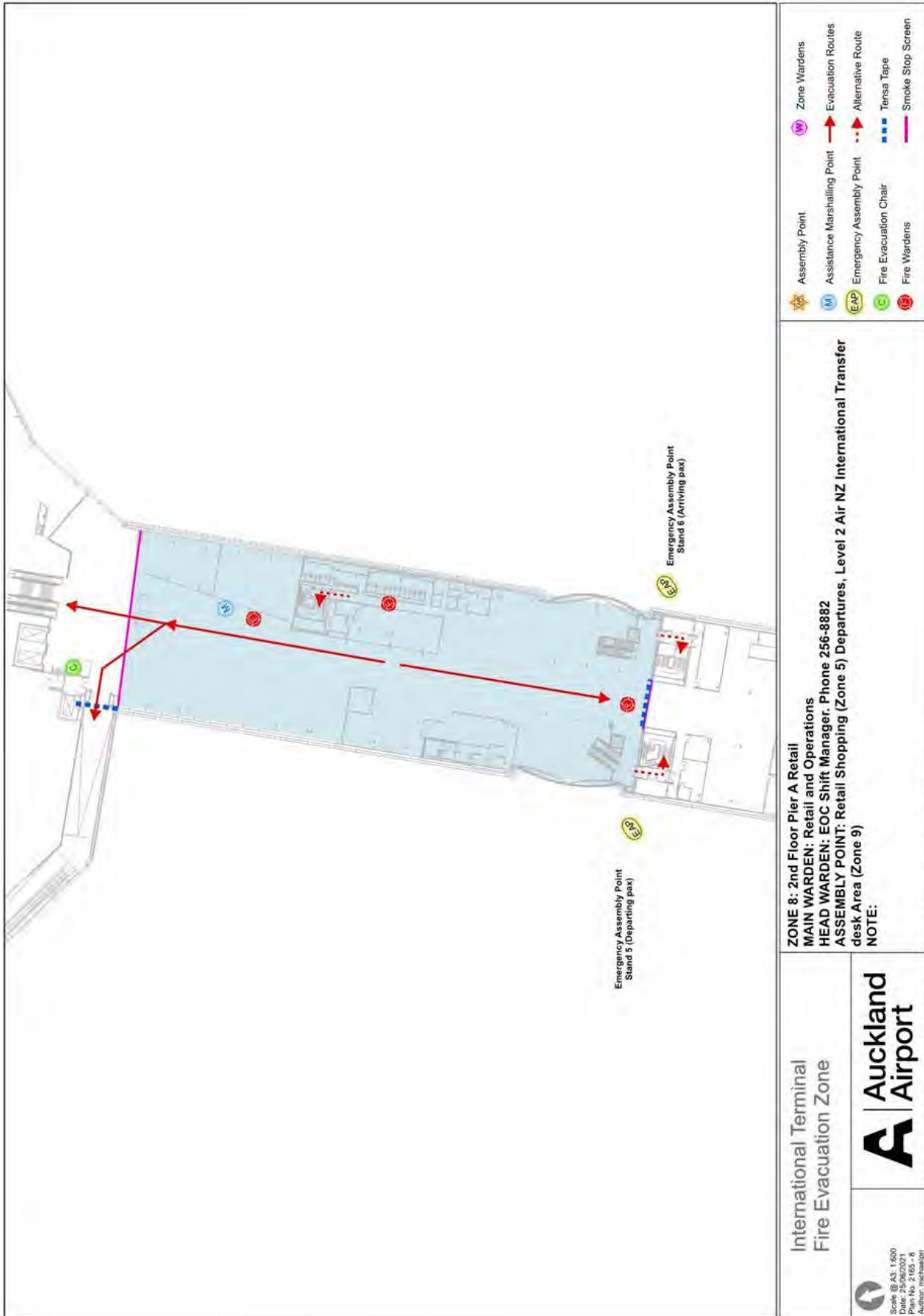
8.2 Plan of Zone 8 Ground Floor Pier A, Gate Lounges 4A - D



8.3 Plan of Zone 8 1st Floor Pier A, G/L 1 - 4 & Arrivals Corridor



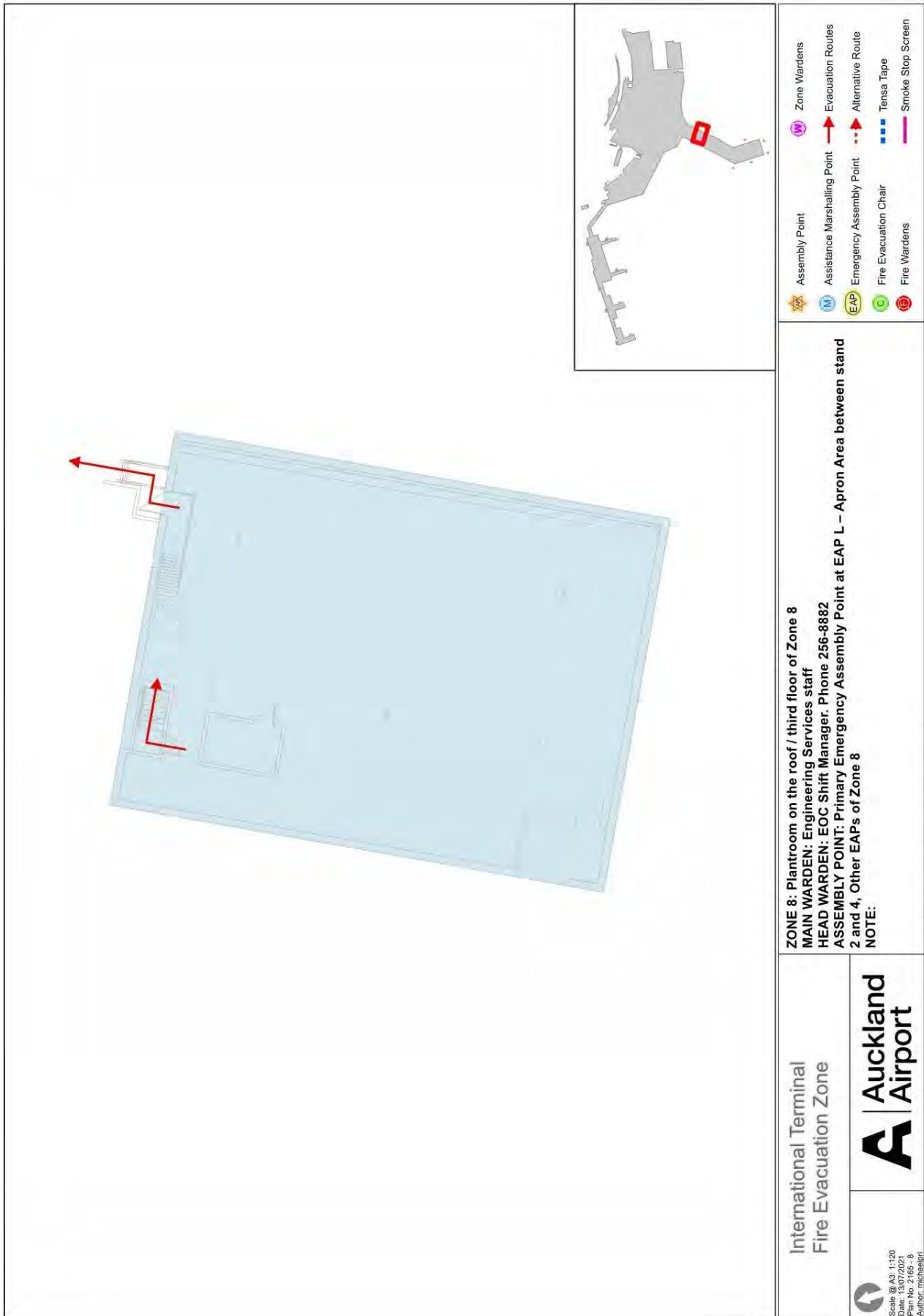
8.4 Plan of Zone 8 2nd Floor Pier A Retail and Guest Amenities



8.5 Summary Table: Zone 8 Rooftop Plant Room

Plantroom Location	Plantroom on the roof / third floor of Pier A North (Evacuation Zone 8) (Plantroom 4)
Zone Warden	<ul style="list-style-type: none"> • Ground floor – Air NZ Ramp • First floor – Avsec • Second floor – Retail
Fire Wardens	Engineering Services staff
Zone Warden Box	<ul style="list-style-type: none"> • Ground floor – Air NZ ramp offices at Stand 2, before stair tower entrance PF1 and Stand 1, before stair tower entrance PF14. • First floor – between Gate Lounge 3 and 4 arrivals corridor (Ext 90715) • Second floor – in between G Shock store and Relay Store (Ext 90553)
Marshalling Assistance Point	<ul style="list-style-type: none"> • Ground floor – Pier A east, on external wall, under Stand 2 (Ext 90584) • Ground floor – Pier A west, on external wall, under Stand 1 (Ext 90684) • First floor – between Gates 2 and arrivals corridor (Ext 90365) • Second floor – in between G Shock store and Relay Store (Ext 90553)
Evacuation Zone	Zone 8
Any Unusual Areas or Features	Monitoring (phone 256 8817) must be informed when a worker enters and as they exit any roof-top plantroom
What to do if evacuating from plantroom	<p>If the evacuation tone is sounding:</p> <ul style="list-style-type: none"> • Leave the plantroom by the nearest exit to either move to an adjacent unaffected zone or to exit the building. • Report to the Zone Warden if safe to do so, or report to EOC via phone call. • Move to the nominated Assembly Area (external sign pictured) and remain there until directed otherwise by a Fire Warden or by announcements from the EOC. • If assistance is required, proceed to the nearest Marshalling Assistance Point or ring EOC to ask for help from AES or the Fire Wardens.
Evacuation Routes	<ul style="list-style-type: none"> • Primary Egress route via plantroom internal stair tower, then use Zone 8 fire exits • Secondary Egress route via roof to Stair Tower PF13, then use Zone 9 fire exits
Adjacent internal Safe Zone:	<ul style="list-style-type: none"> • Zone 5 (ITB main dwell) • Zone 9 (Pier A South)
Final Fire Exits	<ul style="list-style-type: none"> • Primary Egress route via Stair Tower PF1 and through door PG1 to ground floor exit to Apron Area • Secondary Egress route via Stair Tower PF13 and through door PG10 to ground floor exit to Apron Area
Emergency Assembly Points	<ul style="list-style-type: none"> • Primary EAP – use EAP L at Apron Area between stand 2 and 4 • Other EAPs of Zone 8
Zone in Alert	Zones 2, 5 (main dwell), 9 (Pier A South), 12 (arrivals connector and processing)

8.6 Plan of Zone 8 Rooftop Plant Room

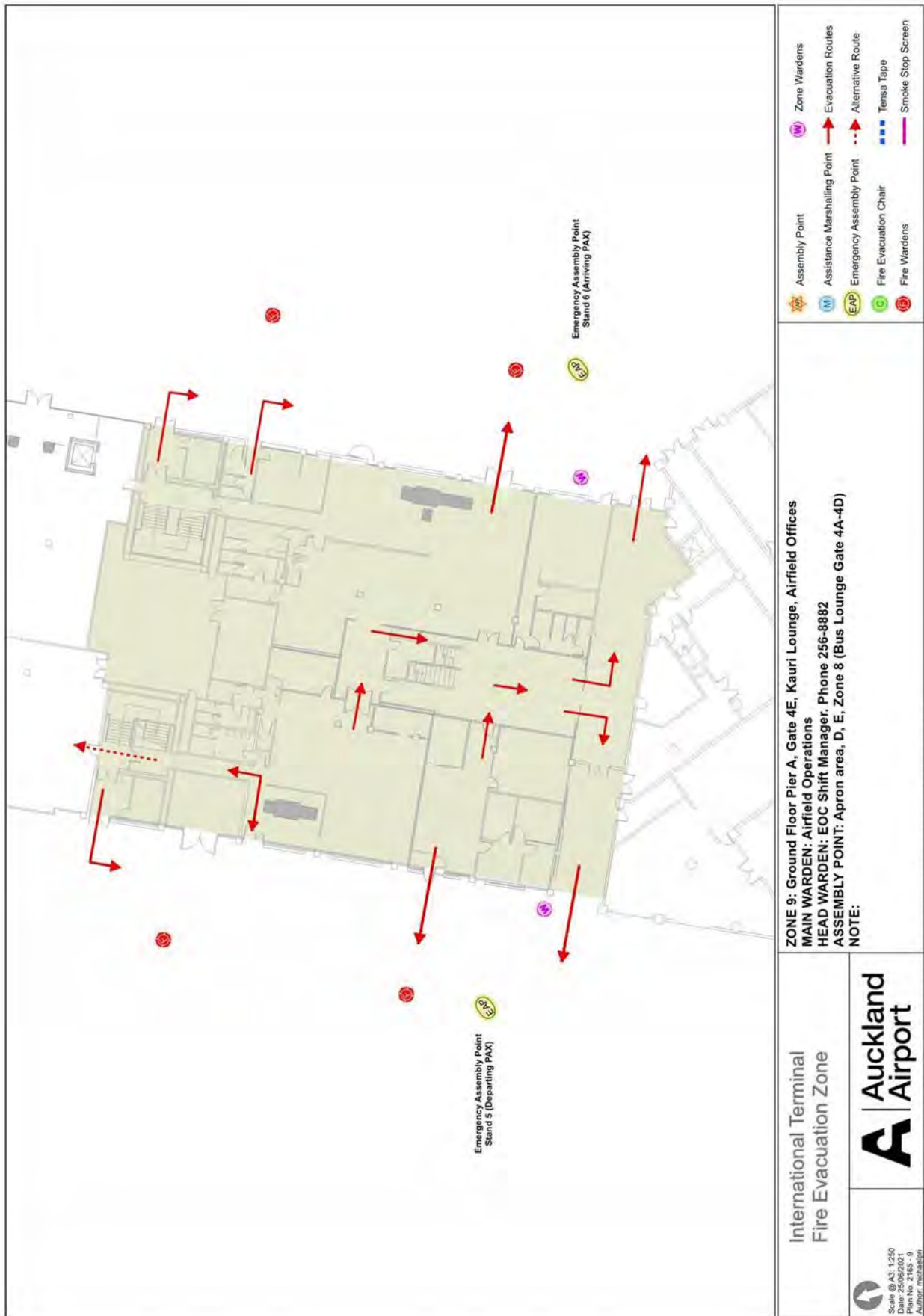


Zone 9: Pier A South Gate Lounges 4e – 10

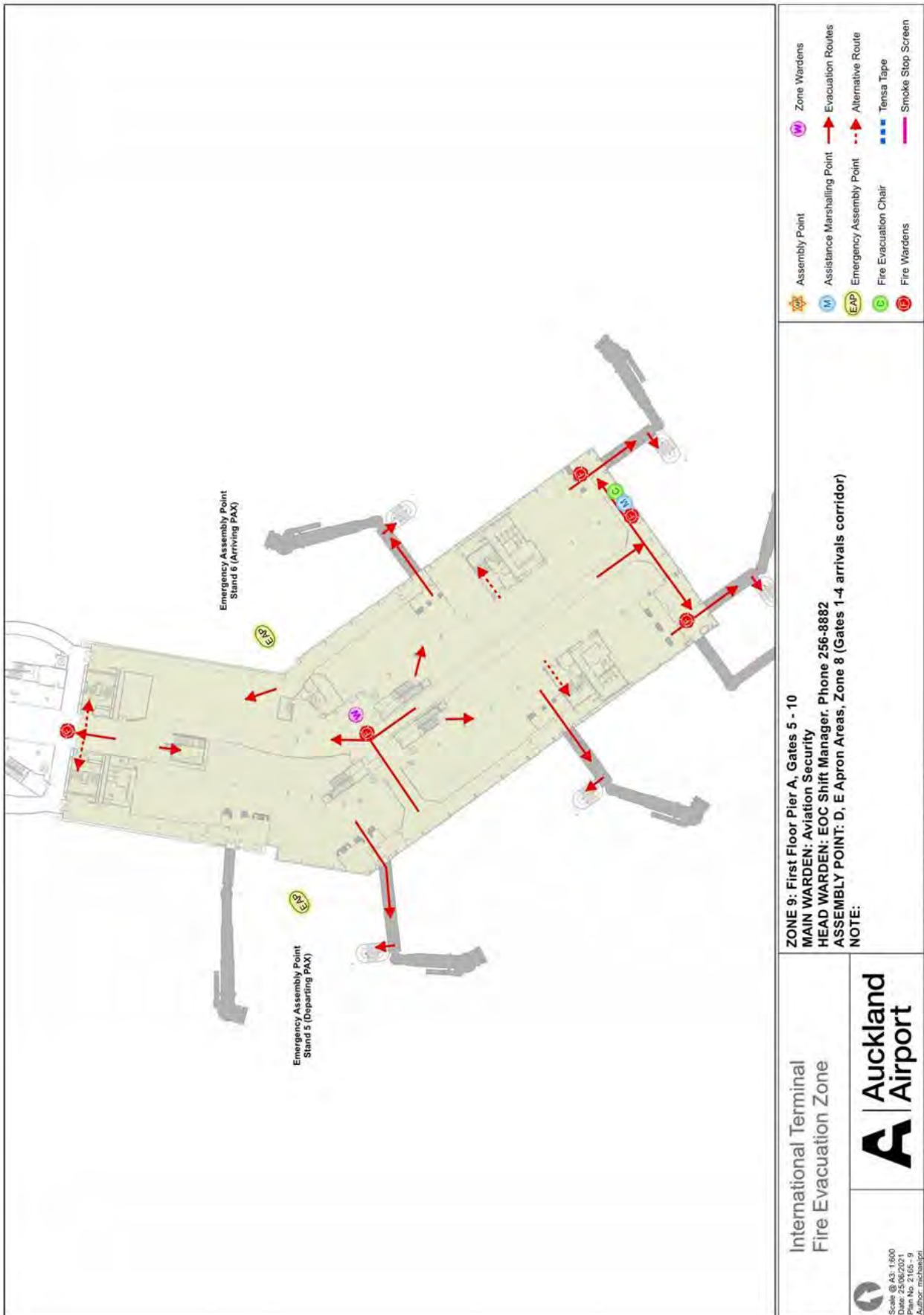
9.1 Summary Table: Zone 9

Zone Coverage:	<p>Pier A South Gate Lounges 4E – 10 encompassing four levels of the building:</p> <ul style="list-style-type: none"> • Ground floor – Bussing gate lounge 4E, Kauri Lounge and Airfield Operations Offices • First floor – departure gate lounges 5 – 10 and arrivals corridors • Second floor – retail and F & B, Air NZ transfer desk, passenger facilities, offices, Apron Tower • Third Floor – Apron Tower
Zone Warden:	<ul style="list-style-type: none"> • Ground floor – AKL Airfield Operations • First floor – Avsec (Unless Transit Screening closed, in which case airlines if present, otherwise Airport Operations) • Second floor – Air NZ Transfer Desk • Third Floor – AOT Team Leader
Fire Wardens:	<ul style="list-style-type: none"> • Ground floor – AKL Airfield Operations (including staff in airfield administration office), Avsec, Kauri Lounge staff, airlines if flight in G/L 4E • First floor – Avsec staff if Transit Screening open, airlines/ground handlers if flight being processed in gate lounge • Second floor – Air NZ Transfer Desk staff, retail staff • Third Floor – AOT staff
Zone Warden Box:	<ul style="list-style-type: none"> • Ground floor – Beside Apron Tower lunch room (ext 90502) next to door PG14A • First floor – Gate 5 and 6 arrivals corridor dwell area arrivals (ext 90752) • Second floor – Opposite Air NZ Transfer Desk (ext 90757)
Marshaling Assistance Point:	<ul style="list-style-type: none"> • Ground floor – Apron Tower lunch room, next to door PG14A (ext 90502) • First floor – Outside Gate 8 arrivals door PF47(ext 90743) • Second floor – Opposite Air NZ Transfer Desk (ext 90757)
Adjacent internal safe zones:	<ul style="list-style-type: none"> • Ground floor – Gate Lounge 4A - D (part of evacuation Zone 8) • For departing pax – Zone 8 (Pier A North Gate Lounges 1 – 4) • For arriving pax – Zone 8 arrivals corridor
Final Fire Exits:	<ul style="list-style-type: none"> • All ground floor exits to Apron area • Stairs on airbridges • Between Gate 6 and 8 – Stair Tower PF7 via door PF13 • Between Gate 9 and 10 – Stair Tower PF10 via door PF15 • Stair Towers PF3 & PF13 at interface between Zones 8 & 9 on Levels 1 & 2
Emergency Assembly Points:	<ul style="list-style-type: none"> • EAP K – Apron Area by stand 5 (departing passengers) • EAP L – Apron Area by stand 6 (arriving passengers) • If safe to do so corral arriving passengers by Gates 4 - 6 and departing passengers at Gates 5 - 7 depending on gate lounges used. • Refer to para containing detail of Ramp area (A5.6 “Ramp” Fire Management & Awareness).
Zones in alert	<ul style="list-style-type: none"> • Zone 8 (Pier A North)

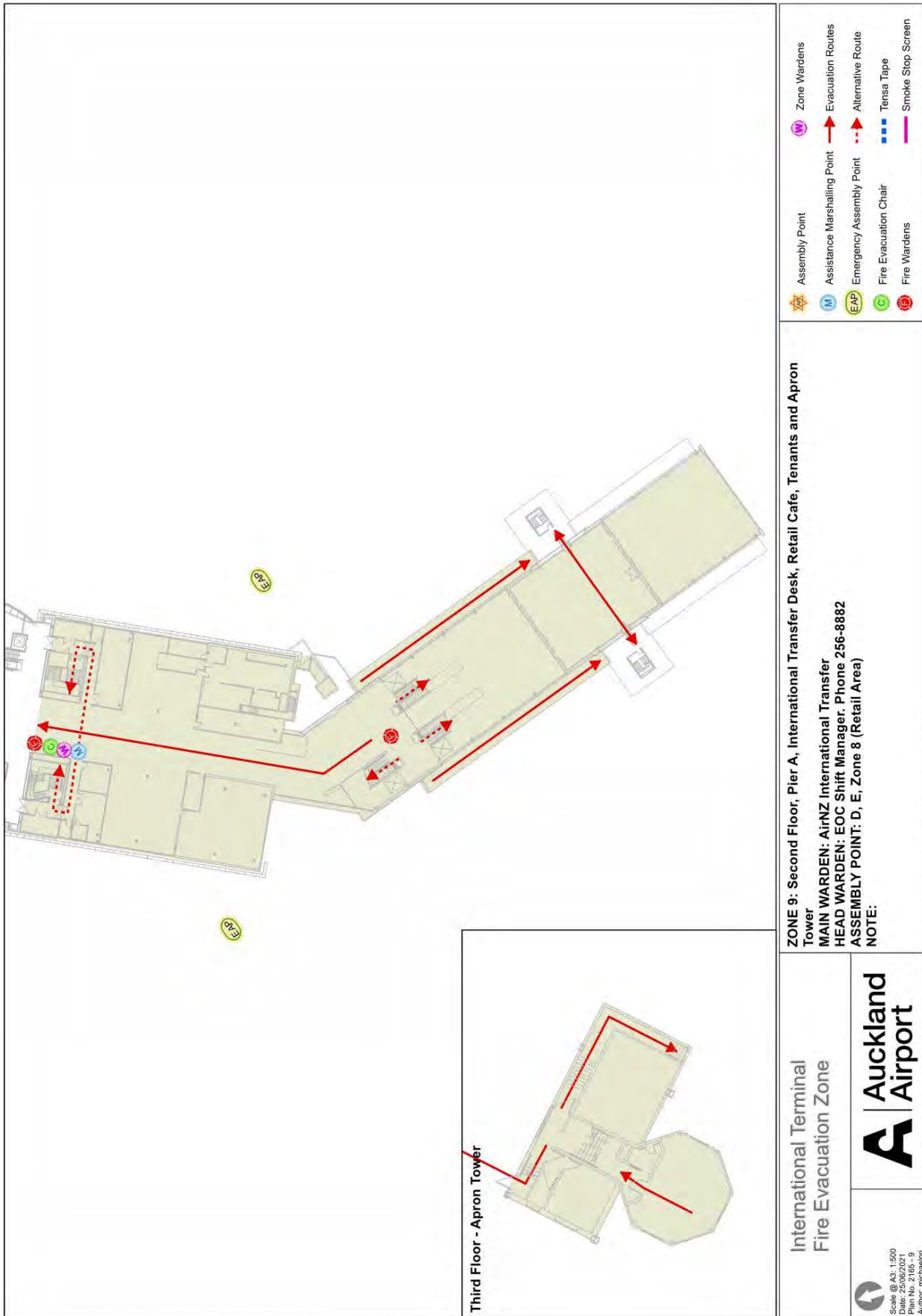
9.2 Plan of Zone 9 Ground Floor Pier A South



9.3 Plan of Zone 9 1st Floor Pier A South, Gate Lounges 5 – 10



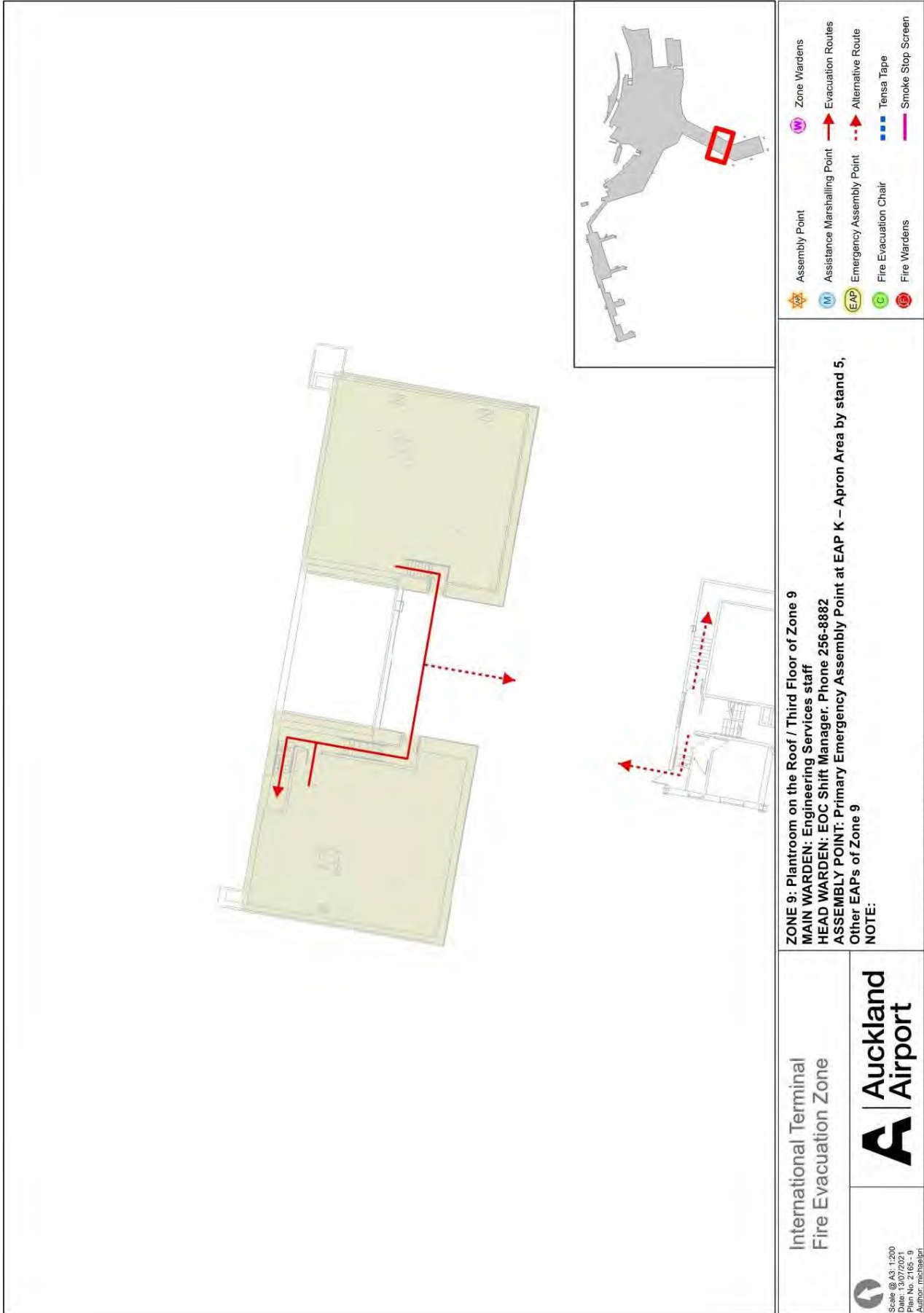
9.4 Plan of Zone 9 2nd & 3rd Floor Pier A South, Gate Lounges 5 – 10



9.5 Summary Table: Zone 9 Rooftop Plant Rooms

Plantroom Location	Plantrooms on the roof / third floor of Pier A South (Evacuation Zone 9) (Plantrooms 3A and 3B)
Zone Warden	<ul style="list-style-type: none"> • Ground Floor – Airfield Operations • First Floor – Avsec • Second floor – Air NZ Transfer Desk
Fire Wardens	Engineering Services staff
Zone Warden Box	<ul style="list-style-type: none"> • Ground Floor – Beside Apron Tower lunchroom (Ext 90502) next to door PG14A • First Floor – Gate 5 and 6 arrivals corridor dwell area arrivals (Ext 90752) • Second Floor – Opposite Air NZ Transfer Desk (Ext 90757)
Marshalling Assistance Point	<ul style="list-style-type: none"> • Ground floor Apron Tower lunchroom, next to door PG14A (Ext 90502) • First floor – Outside Gate 8 arrivals door PF47 (Ext 90743) • Second floor – Opposite Air NZ Transfer Desk (Ext 90757)
Evacuation Zone	Zone 9
Any Unusual Areas or Features	Monitoring (phone 256 8817) must be informed when a worker enters and as they exit any roof-top plantroom
What to do if evacuating from plantroom	<p>If the evacuation tone is sounding:</p> <ul style="list-style-type: none"> • Leave the plantroom by the nearest exit to either move to an adjacent unaffected zone or to exit the building. • Report to the Zone Warden if safe to do so, or report to EOC via phone call. • Move to the nominated Assembly Area (external sign pictured) and remain there until directed otherwise by a Fire Warden or by announcements from the EOC. • If assistance is required, proceed to the nearest Marshalling Assistance Point or ring EOC to ask for help from AES or the Fire Wardens.
Evacuation Routes	<ul style="list-style-type: none"> • Primary Egress route via Stair Tower PF13, then use Zone 9 fire exits • Secondary Egress route via roof to Apron Tower main entrance stairs, then use Zone 9 fire exits
Adjacent internal Safe Zone:	Zone 8 (Pier A North)
Final Fire Exits	<ul style="list-style-type: none"> • Ground floor exit to Apron Area via Stair Tower PF13 and through door PG10
Emergency Assembly Points	<ul style="list-style-type: none"> • Primary Emergency Assembly Point at EAP K – Apron Area by stand 5 • Other EAPs of Zone 9
Zone in Alert	Zone 8 (Pier A North)

9.6 Plan of Zone 9 Rooftop Plant Rooms



Zone 10: Pier A Ground Floor Undercroft & Offices

10.1 Summary Table: Zone 10

Zone Coverage:	<ul style="list-style-type: none">Ground Floor Pier A Building Undercroft, Airside Driving Permit Office and Swissport offices and Air NZ leased space
Zone Warden:	<ul style="list-style-type: none">Auckland Airport Airfield Operations
Fire Wardens:	<ul style="list-style-type: none">Auckland Airport Airfield Operations staff (including staff in Airfield Admin office)Swissport staff
Zone Warden Box:	<ul style="list-style-type: none">On the external wall under Stand 5
Marshaling Assistance Point:	<ul style="list-style-type: none">Use Zone 9 Marshaling Assistance Point located Ground floor Apron Tower lunch room, next to door PG14A (ext 90502)One other Warden Box located under Stand 6 on the external wall
Adjacent internal safe zones:	<ul style="list-style-type: none">Internal access bus lounge door 118 to nearby Zone 9 (Gate 4e) if Zone 9 is not in evacuation
Final Fire Exits:	<ul style="list-style-type: none">Access doors to Apron Emergency Assembly Points
Emergency Assembly Points:	<ul style="list-style-type: none">EAP K – Apron Area by stand 5EAP L – Apron Area by stand 6Refer to para containing detail of Ramp area (A5.6 “Ramp” Fire Management & Awareness)
Zones in alert	<ul style="list-style-type: none">Nil

10.2 Plan of Zone 10 Pier A Ground Floor Undercroft & Offices



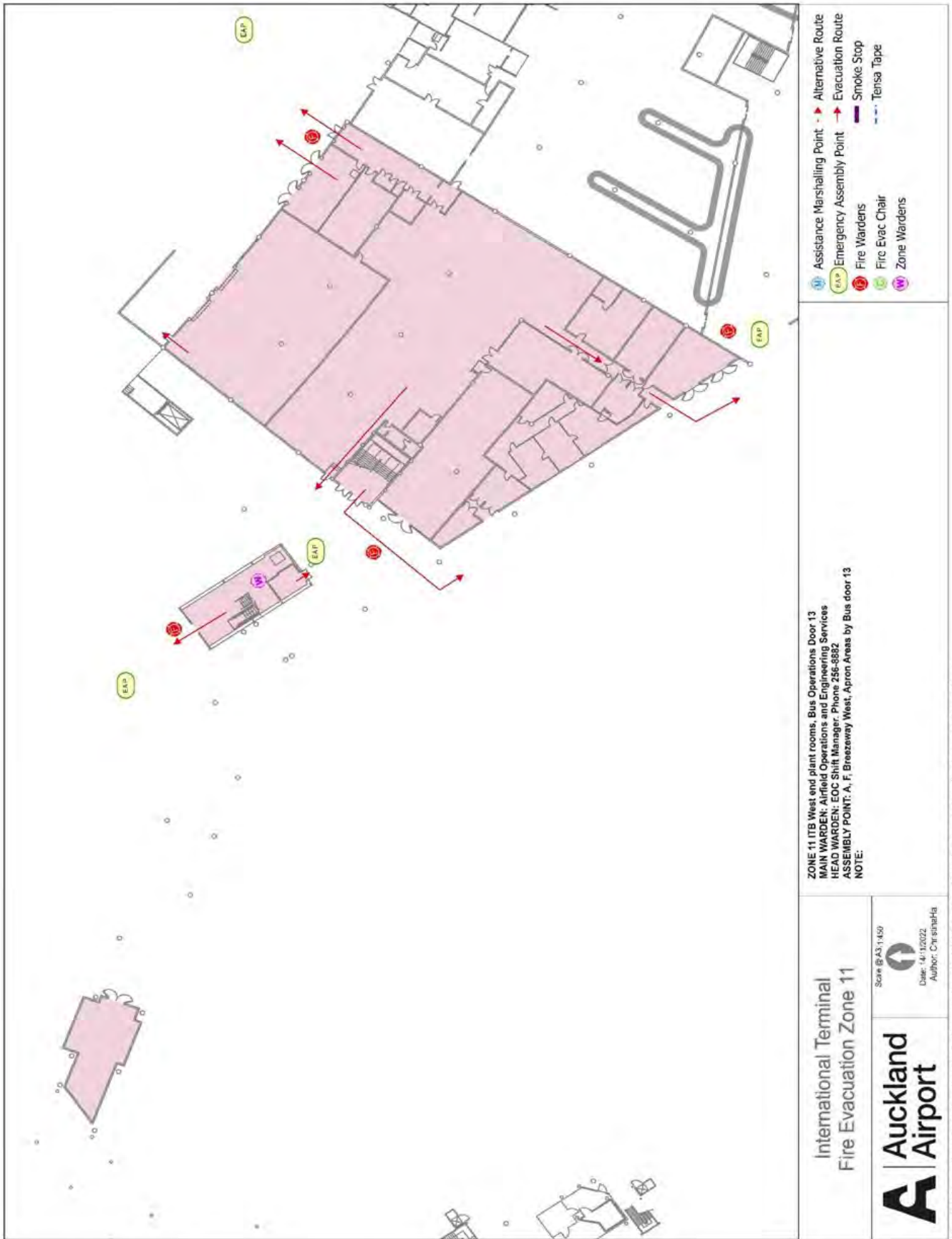
Zone 11 – West End Plant Rooms & Bus Arrival Operations

Door 13

11.1 Summary Table: Zone 11

Zone Coverage:	Plant room to the west end of the baggage reclaim hall and bus arrival operations Door 13 and vertical circulation
Zone Warden:	Airfield Operations or Engineering Services (assisted by Customs on the first floor)
Fire Wardens:	<ul style="list-style-type: none">• Airfield Operations staff• Ground Handler / Bus operations Door 13 staff• Customs staff (on the first floor)• Engineering Services staff
Zone Warden Box:	Ground floor lobby area inside Door 13 (ext 90326). An Airport Phone is available first floor opposite Lift 36 (ext 90333)
Marshaling Assistance Point:	Nil but Airport phone available first floor opposite Lift 36 (ext 90333)
Adjacent internal safe Zones:	<ul style="list-style-type: none">• Nil for plant rooms (do not evacuate into adjacent Zone 2 MPI area unless necessary for life safety reasons as this is a Biosecurity Controlled Area)• Zone 12 for arriving guests more than halfway up the Door 13 vertical circulation
Final Fire Exits:	<ul style="list-style-type: none">• Ground Floor Plant Room various doors• Bus Operations Door 13
Emergency Assembly Points:	<ul style="list-style-type: none">• Landside facing Ground Floor Plant Rooms EAP D – Outside Door 11, West end of ITB.• Airside facing Ground Floor Plant Rooms to Airside EAP G Breezeway Middle. (Note EAP H – Breezeway West is not available for parts of 2023 due to storage of mishandled baggage).• Bus Operations Door 13 to Airside EAP M (building undercroft East & West of Bus Door 13).• Refer to paras containing detail of Ramp and Breezeway (A5.6 “Ramp” Fire Management & Awareness; A5.7 Breezeway Processes)
Zones in Alert	<ul style="list-style-type: none">• Zone 2 baggage reclaim hall• Zone 12 Immigration primary processing first floor

11.2 Plan of Zone 11

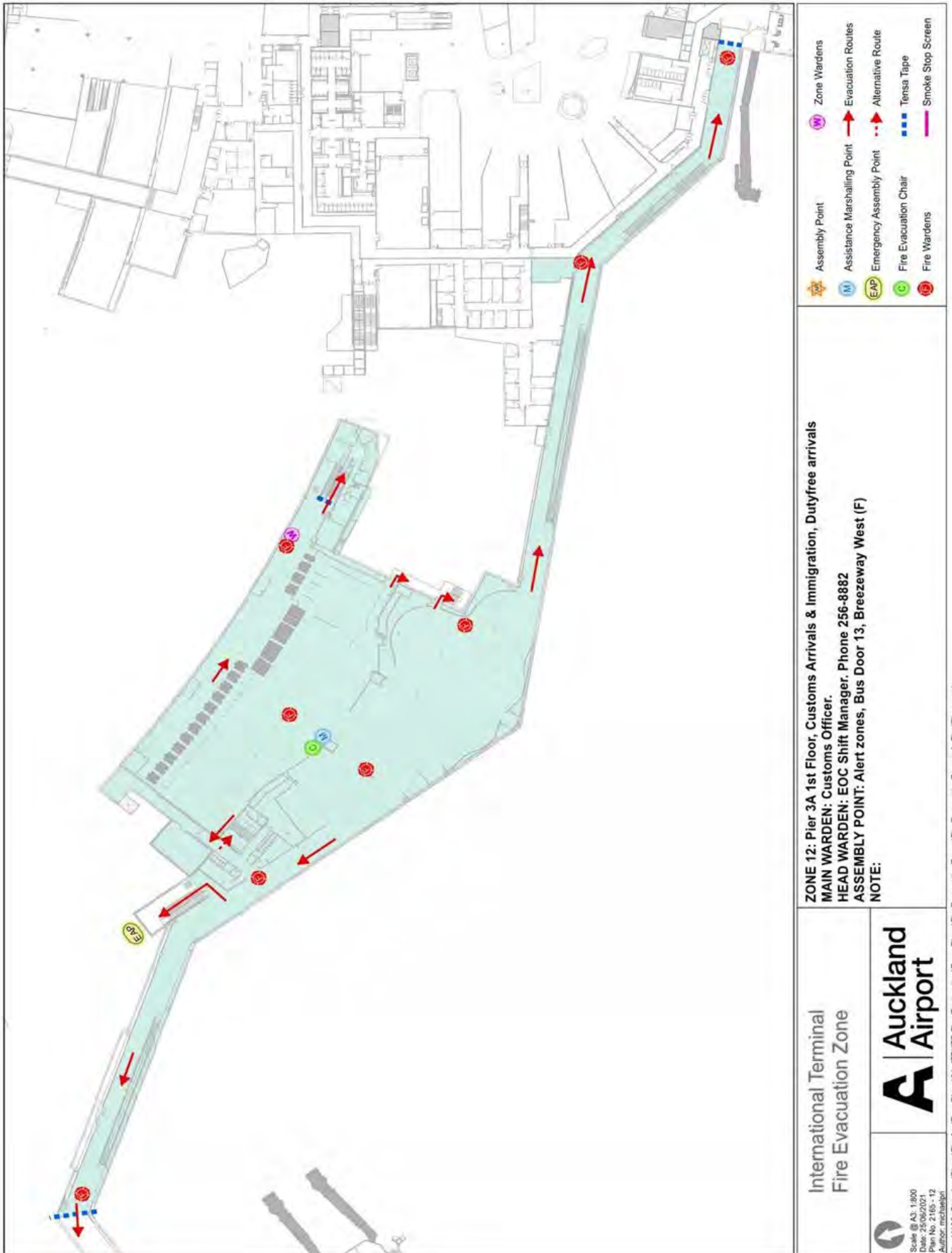


Zone 12: First Floor Customs Arrivals, Immigration & Duty Free Arrivals Stores

12.1 Summary Table: Zone 12

Zone Coverage:	1st floor Customs arrivals, Immigration and duty free arrivals stores, 1st mezzanine floor Immigration offices
Zone Warden:	Senior Customs Officer
Fire Wardens:	<ul style="list-style-type: none">NZ Customs OfficersImmigration staffDuty Free retail staff
Zone Warden Box:	<ul style="list-style-type: none">Customs Arrivals Area, next to Customs Control Desk East (Ext 90330).
Marshaling Assistance Point:	<ul style="list-style-type: none">Between Loop Duty Free stores, before entrance of Customs Arrivals (Ext 90339).
Adjacent internal safe Zones:	<ul style="list-style-type: none">Passengers who have not cleared Immigration primary processing can be evacuated back to any of:<ul style="list-style-type: none">Zone 5 by Avsec Transit ScreeningZone 8 Māori Carving on level 1 Pier A orZone 18 Māori Carving on level 1 Pier B.Passengers who have cleared Immigration primary processing can continue downstairs into Zone 2 MPI baggage reclaim area
Final Fire Exits:	<ul style="list-style-type: none">Door 13 bussing arrivals stairs to Airside EAP M (building undercroft East and West of Bus Door 13)Egress stair 9 to breezeway via door IF142 and IF140A (or IF140 for Loop Duty Free staff)
Emergency Assembly Points:	<ul style="list-style-type: none">Internal Safe Adjacent Zones 2, 8 or 18EAP G (Breezeway Middle at Carousels 4 and 5)EAP M (Apron area to East and West of bus operations stairs Door 13)(Note EAP H Breezeway West by carousel 1 is not available for parts of 2023 due to storage of mishandled baggage).Refer to paras containing detail of Ramp and Breezeway (A5.6 "Ramp" Fire Management & Awareness; A5.7 Breezeway Processes).
Zones in Alert	<ul style="list-style-type: none">Zones 2, 4, 4C, 8, 11, 13 & 18 are in alert mode while Zone 12 is evacuating

12.2 Plan of Zone 12

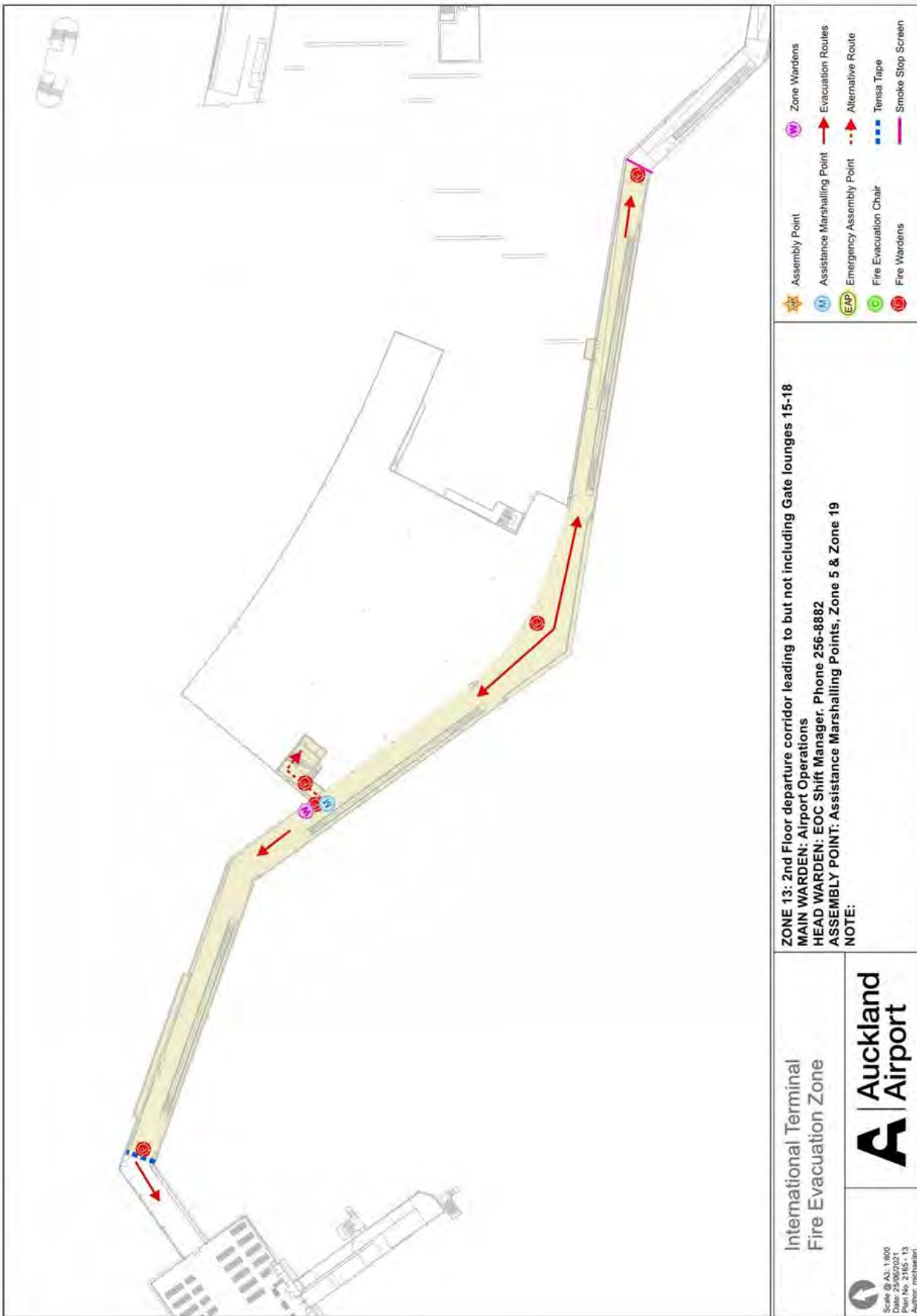


Zone 13: Level 2 Departures Connector

13.1 Summary Table: Zone 13

Zone Coverage:	Level 2 departure corridor leading to but not including Gate Lounges 15 – 18
Zone Warden:	Airport Operations
Fire Wardens:	Airport Operations
Zone Warden Box:	<ul style="list-style-type: none">• After traveller 6 and Level 2 mezzanine retail, inside the brown door arch. (Ext. 90335)• End of traveller 8, next to the set of double doors IS41 and IS42. (Ext. 90662)
Marshaling Assistance Point:	<ul style="list-style-type: none">• End of traveller 8, next to the set of double doors IS41 and IS42. (Ext. 90662)
Adjacent internal safe Zones:	<ul style="list-style-type: none">• Evacuation Zone 19 (gate lounges 15 to 18)• Evacuation Zone 5 (main airside central dwell area)
Final Fire Exits:	<ul style="list-style-type: none">• Stairs S10 accessed via the Pier B departures corridor and Doors IS41 and IS42 leading to the Apron
Emergency Assembly Points:	<ul style="list-style-type: none">• Adjacent alert Zone 5 & Zone 19• EAP M – Apron area by Pier B bus operations stairs Door 13• Refer to paras containing detail of Ramp area (A5.6 “Ramp” Fire Management & Awareness)
Zones in Alert	<ul style="list-style-type: none">• Zones 5 and 19 are in alert mode while Zone 13 is evacuating.

13.2 Plan of Zone 13

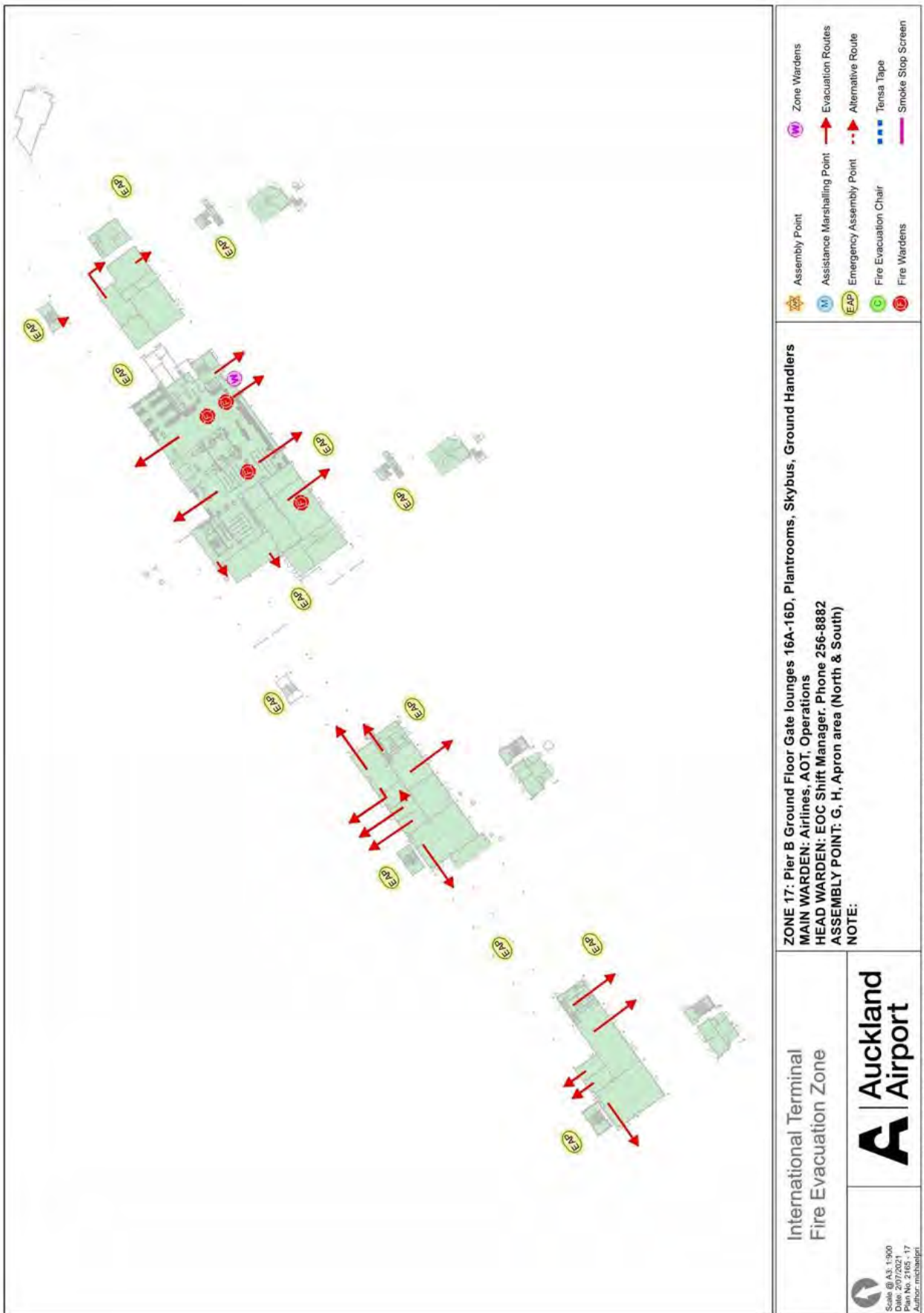


Zone 17: Pier B Ground Floor

17.1 Summary Table: Zone 17

Zone Coverage:	Ground floor Pier B Departures Bus Lounge 16A – 16D, Plant rooms, Ground Handler Offices & OF05 server room
Zone Warden:	Airline if bussing departure occurring in Gate Lounge 16A – D Otherwise,
Fire Wardens:	<ul style="list-style-type: none"> • Airline staff • Airport Operations Staff • Skybus Staff (if present) • Ground Handler Staff (if present) • Engineering Services (Plantrooms – if present)
Zone Warden Box:	<ul style="list-style-type: none"> • Gate Lounge 16A, behind the boarding desk between PBG16A and PBG20 (ext 90079)
Marshaling Assistance Point:	<ul style="list-style-type: none"> • Gate Lounge 16A
Any Unusual Areas or Features	<ul style="list-style-type: none"> • Departing screened passengers need to be kept separate from Airline, ground handler and Engineering apron-based staff who have not been screened. • Caution is required when exiting onto the Apron because of vehicle movements on the Apron Road. Keep clear of aircraft and apron ground handling equipment.
Adjacent internal safe Zones:	<ul style="list-style-type: none"> • Nil as evacuation cannot occur upstairs
Final Fire Exits:	<ul style="list-style-type: none"> • All occupants evacuate using various external access doors available in all these ground floor areas
Emergency Assembly Points:	<ul style="list-style-type: none"> • EAP N – Pier B North Emergency Assembly Points • EAP O – Pier B South Emergency Assembly Points • Open area between Gates 16 and 17 • Refer to paras containing detail of Ramp area (A5.6 “Ramp” Fire Management & Awareness)
Zones in alert	<ul style="list-style-type: none"> • Zones 18 and 19 (Pier B levels 1 and 2)

17.2 Plan of Zone 17



17.3 Contingent Arrivals Processing Area

17.3.1 If Gate Lounges 16A – D are being used for processing arriving passengers under a contingency processing situation, then specific exits and Emergency Assembly Points should ideally be used so as to keep passengers at the same stage of arrivals processing together (subject to life safety considerations):

Arrivals Processing Stage	Fire Warden to supervise	Door to use for evacuation	Emergency Assembly Point
Not commenced	Customs	PBG30 fire exit door at base of stairs	Pier B North (N) – towards gate 17
Customs cleared but not MPI	MPI	Bus Lounge 16D door	Pier B North (N) – gate 16
MPI cleared	MPI	Bus Lounge 16D door	Pier B North (N) – gate 16
Identified of interest to Customs or MPI	Customs	Bus Lounge 16D door	Pier B South (O) – between gates 15 and 16 (segregated)
Staff or travellers in MPI lab	MPI	Bus Lounge 16A door (if rollers moved) or PBG20 and PBG9	Pier B South (O) – between gates 15 and 16
Completed Arrivals	Customs	Bus Lounge 16C door	Pier B North (N) – gate 15

17.3.2 Fire Wardens are to promptly facilitate the evacuation process by repositioning or removing movable partitions and tensa tape within queuing zones, thereby ensuring a clear and unobstructed egress path to designated fire exit doors

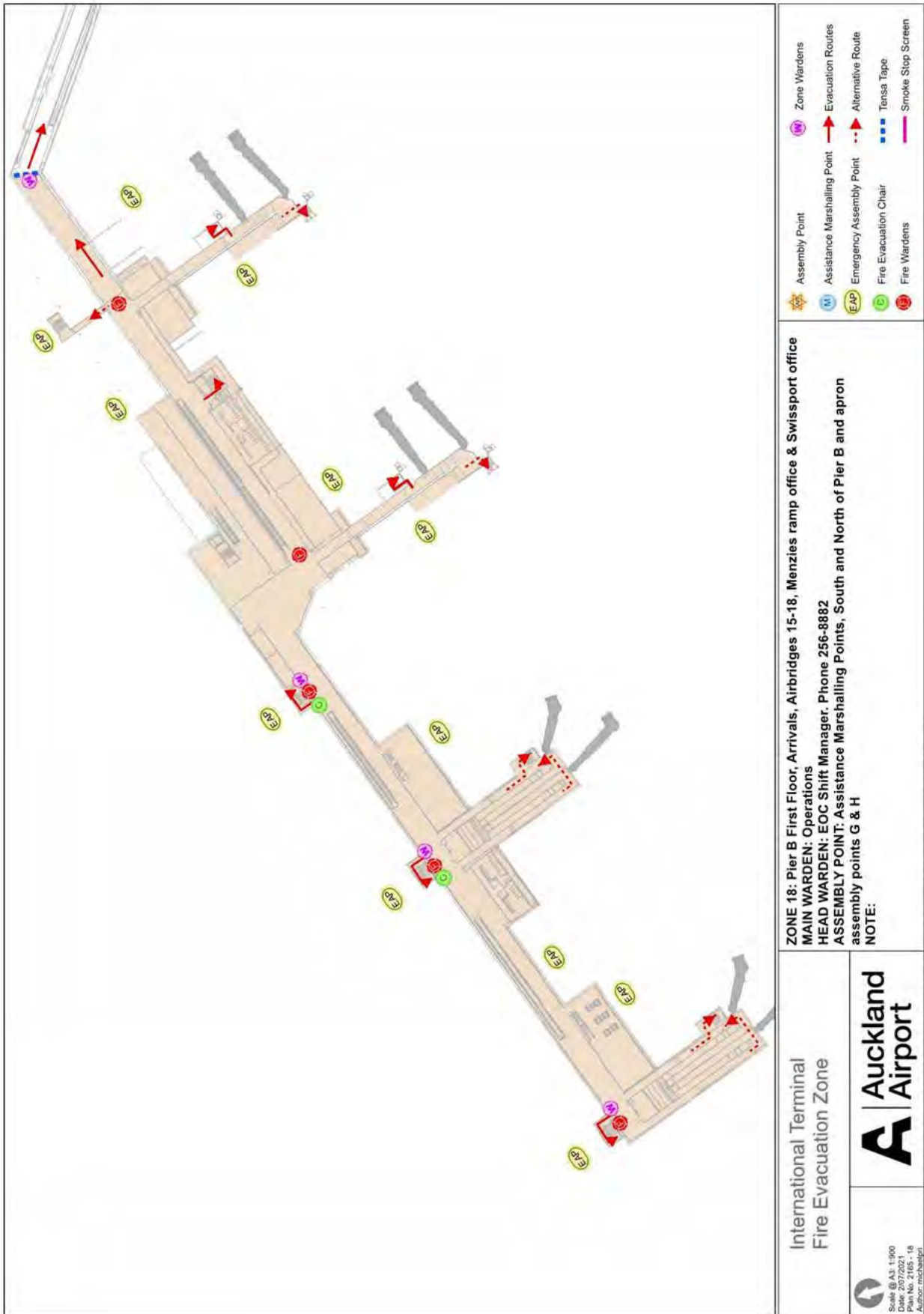
17.3.3 A plan of the layout for arrivals contingency processes for Gate Lounges 16A – D is set out overleaf.

ZONE 18: PIER B 1st FLOOR ARRIVALS

18.1 Summary Table: Zone 18

Zone Coverage:	Pier B First Floor arrivals Airbridges 15 – 18, Menzies Ramp Office and Swissport Office
Zone Warden:	Airline representative when Pier B airbridges are in operation or Airport Operations (assisted by Menzies and Swissport staff).
Fire Wardens:	<ul style="list-style-type: none"> • Airline staff • Airport Operations staff • Menzies Staff • Swissport Staff
Zone Warden Box:	<ul style="list-style-type: none"> • Zone Warden Box is by Pier B Māori Carving, ext 90674 • Assistant Marshalling Point boxes located at arrivals gates 15, 16, 17 & 18
Marshaling Assistance Point:	<ul style="list-style-type: none"> • At the top of the egress stairs at each of arrivals gates 15, 16, 17 and 18 • Bottom of gate 15 arrivals ramp, by door PBF10, stair tower S20 (ext 90672) • Between gate 16 & 17 arrivals ramp, by door PBF12, stair tower S22 (ext 90648) • Bottom of gate 17 arrivals ramp, by door PBF13, stair tower S24 (ext. 90806) • Bottom of gate 18 arrivals ramp, by door PBF23, stair tower S26 (ext. 90836)
Adjacent internal safe Zones:	<ul style="list-style-type: none"> • Zone 12 Level 1 Arrivals Immigration area & connector
Final Fire Exits:	<ul style="list-style-type: none"> • First floor exits and stair towers at each gate to Apron South and Pier B North Emergency Assembly Points.
Emergency Assembly Points:	<ul style="list-style-type: none"> • Adjacent alert Zone 12. • EAP N - Pier B North Emergency Assembly Points. Departing passengers can be escorted to the Avsec Transit screening first floor departure processing. • EAP O - Pier B South Emergency Assembly Points. Arriving passengers can be escorted to Apron Bus Door 13 to reach first floor arrivals area processing. • Refer to paras containing detail of Ramp area (A5.6 "Ramp" Fire Management & Awareness).
Zones in alert	Zones 12, 17 and 19

18.2 Plan of Zone 18

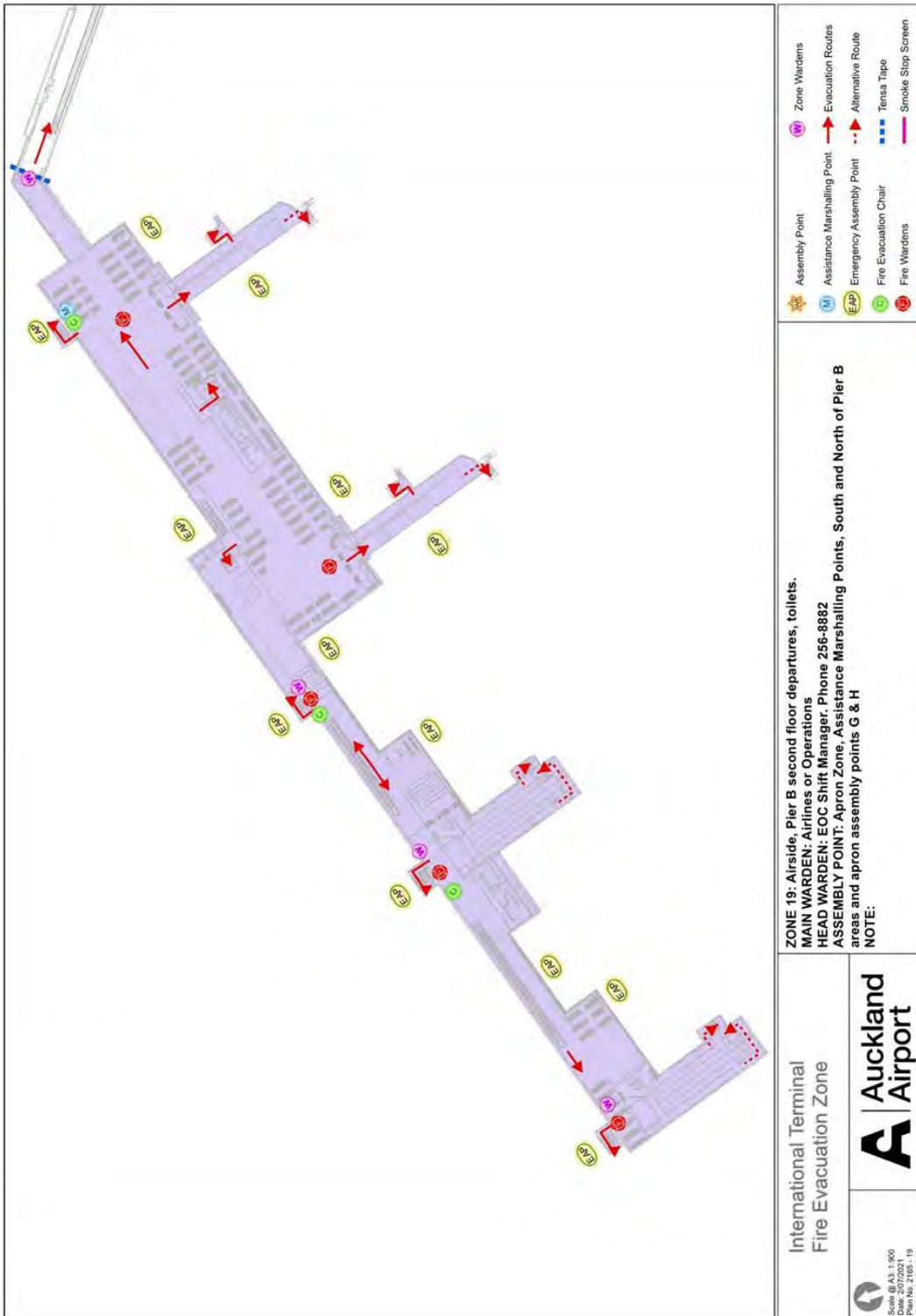


Zone 19: Pier B 2nd Floor Departures

19.1 Summary Table: Zone 19

Zone Coverage:	Pier B Second Floor departures Airbridges 15 – 18 and associated retail
Zone Warden:	Airline representative when Pier B airbridges are in operation or Airport Operations
Fire Wardens:	<ul style="list-style-type: none"> • Airline staff • Airport Operations staff • Retail Staff
Zone Warden Box:	<ul style="list-style-type: none"> • At the bend in the connector, after traveller 9 (ext 90664) • Assistant Marshalling at each of departures gates 15, 16, 17 and 18
Marshaling Assistance Point:	<ul style="list-style-type: none"> • At the top of the egress stairs at each of departures gates 15, 16, 17 & 18 • Opposite Gate Lounge 15 next to fire exit PBS10, stair tower S20 (ext 90651) • Between Gate Lounges 16 & 17, next to fire egress PBS11, stair tower S22 (ext 90665) • By Gate Lounge 17, next to fire egress PBS12, stair tower S24 (ext 90804) • By Gate Lounge 18, next to fire egress PBS20, stair tower S26 (ext 90875)
Adjacent internal Safe Zones:	Zone 13 Level 2 departures level connector leading back to the main level 1 dwell
Final Fire Exits:	Second floor exits and stair towers at each gate to Apron Pier B North and South Emergency Assembly Point areas.
Emergency Assembly Points:	<ul style="list-style-type: none"> • EAP N – Pier B North Emergency Assembly Points. • EAP O – Pier B South Emergency Assembly Points. • Adjacent alert Zone 13 (departures connector). • Departing passengers who have not mixed with arriving passengers or apron staff can enter gate lounge 16A to 16D if it is not in evacuation. • Departing passengers requiring rescreening can be escorted to the Avsec Transit screening first floor departure processing. • Arriving passengers can re-enter at Bus Door 13 or door 118 to reach first floor arrivals area processing. • Refer to paras containing detail of Ramp area (A5.6 “Ramp” Fire Management & Awareness).
Zones in alert	Zones 13, 17 and 18

19.2 Plan of Zone 19

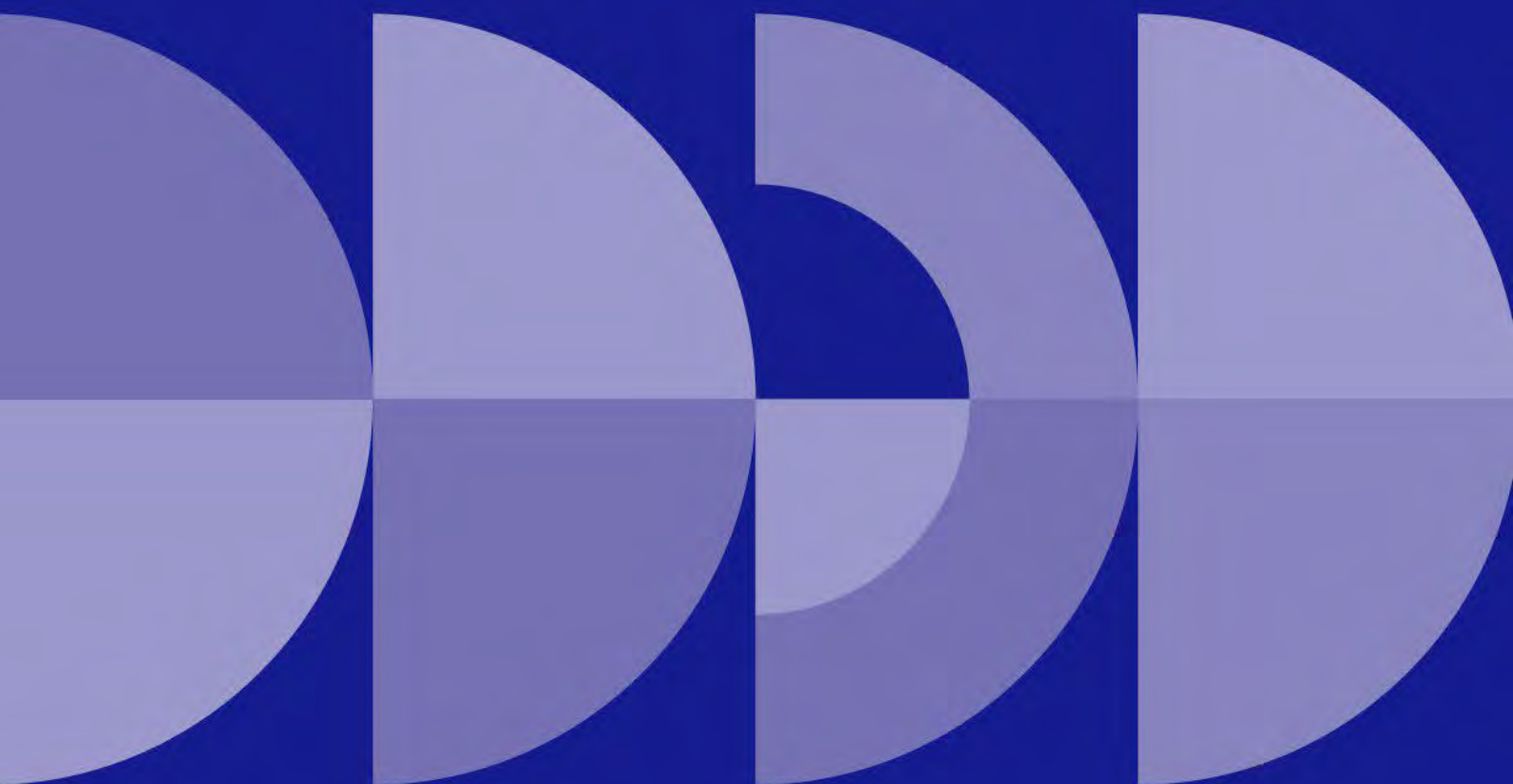


Zone 20: Airside Corridors

Refer to Zone 6 & 20, above

Appendices

ITB Evacuation Scheme



Appendix B – FAQs by Guests During ITB Evacuations

B1. What's happening?

A When the alarms start people are unsure what is going on. Inform them that an evacuation is taking place and they are required to leave the building to a safe area.

B2. What about our baggage?

A It is important that you leave your baggage where it is. It is vital that you leave the building, as easily and safely as possible. You may carry your hand baggage with you only.

B3. What about our luggage, will it be safe?

A Security cameras will monitor the building while everyone is outside so your baggage will be safe.

B4. Where do I go to get out of here?

A Follow the fire exit signage and instructions of the fire wardens. Quickly show them the safest and quickest route out; tell them to follow others.

B5. Will my plane leave without me?

A Reassure the public that the aircraft will not leave without them. The airlines are aware of the evacuation and will not depart until all passengers are on board the aircraft.

B6. Persons requiring special assistance.

How do we get down or out if the escalators or elevators are not working?

A Reassure them.
Assign another staff member or members of the public to escort, assist them out to a safe area. If they have to remain in the building, leave someone with them and inform the head building fire warden in EOC of their location. The fire egress corridors and stair towers are deemed to be safe areas, so wheelchair persons could be placed in these areas near the exits or outside balconies.

B7. I am a pax situated on the pier. What is happening? I can hear alarms sounding in another part of the building. I can see fire engines outside. Do we need to evacuate?

A Reassure them.
Explain that there is a fire alarm activation in another part of the building. You are in another zone, a safe area, and there is no need at the moment to evacuate.

B8. Why are we being evacuated into another part of the building? Shouldn't we leave the building and exit outside?

A Reassure the person that they are being moved to a safe area of the building where it will not interfere with the operation of the airport.

B9. We do not want to leave the building. We are meeting arriving passengers.

A Inform them that the persons they are meeting will be affected by the evacuation as well. They will exit at the arrival door once the 'all clear' has been given.

B10. I am a travelling VIP with a very important flight and business to attend. I haven't the time to evacuate the building.

A Reassure them the flights will not depart without them. Advise them that everyone must leave the building regardless of who they are. Inform them that the longer it takes to evacuate the building, the longer the delay will be.

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B11. I will not leave the building/area. I'm too busy here in my office to leave. It's only another false alarm.

A Be firm. Everyone must leave the building/area to a safe place no matter who you are or where you are or who employs you. The fire zone area/building must be checked by Fire & Emergency NZ every time whether it is a false alarm or not. Under Fire Act law you must evacuate the building.

B12. What are you going to do if I don't leave?

A We will advise the fire emergency NZ or police if you refuse to leave. It is for your own safety that you must evacuate now. The longer you delay leaving, the longer the evacuation will take and the longer the safe re-entry will take.

B13. Who are you to tell me to leave the building?

A I have been trained and appointed as a fire warden for this building as an employee of the airport to assist yourself and others in the safe evacuation of this building.

B14. May we enter the building now that the fire appliances are leaving?

A No. Although some fire appliances are leaving, the building has still not been cleared by the officer-in-charge yet. It is still not safe to enter.

B15. The alarms have been turned off. Can we re-enter the building now?

A No. Fire & Emergency NZ area still investigating the problem. It is still not safe to enter the building.

B16. How long must we stay outside the building?

A As soon as Fire & Emergency NZ have given the approval for the safe re-entry into the building, we will start the re-entry process. This will happen ASAP

B17. Why are some people being allowed back in and we can't?




A In order for the safe and efficient re-entry and operation of the terminal, now that the all clear has been given, essential staff are allowed back in to prepare the building operationally for all persons to re-enter ASAP.

B18. Why has it taken so long for the building to be up and running again?

A To ensure the building is safe for all to enter, the Fire Service must ensure there is definitely no risk at all. The building is large, it takes time to ensure this.

Appendix C – Fire Extinguisher Guidance

- C1 Fire extinguishers should only be used when it is safe to do so, e.g. the fire is no larger than a waste-paper basket or pot on a stove. Always have a safe path of escape if you are attempting to extinguish a fire, and ensure Fire and Emergency has been called.
- C2 Not all fires are the same so there are different types of fire extinguishers. The table below recommends which extinguishers are suitable for different fire types. For more information, refer to the manufacturer’s instructions or New Zealand Standard NZS 4503:2005 which explains the selection and use of fire extinguishers and covers their installation, distribution and maintenance.

Fire extinguisher suitability						
Type of extinguisher	Types of fire					
	Flammable solids e.g. paper, plastic, wood Class A	Flammable liquids e.g. paint, petrol, oil Class B	Flammable gases ² e.g. butane, CNG, LPG Class C	Flammable metals ³ e.g. titanium, magnesium Class D	Electrical equipment e.g. cables, computers, switchboards Class E	Cooking oils and fats e.g. chip pans, fryers Class F
Water	Green	Red	Red	Red	Red	Red
Wet chemical	Green	Red	Red	Red	Red	Green
Foam	Green	Green	Red	Red	Red	Yellow
Dry powder	Green	Green	Green	Yellow	Green	Yellow
Carbon dioxide	Yellow	Yellow	Yellow	Red	Green	Yellow
Key:	 = Recommended Most effective on this type of fire.	 = Limited May be effective on small fires of this type.	 = Not Suitable Not effective on this type of fire.			

¹ [Impacts of changes in provision of hand-operated firefighting equipment in non-residential buildings.](#)

² Always turn off the supply of gas before extinguishing gas fires.

³ Special purpose extinguishers are available for metal fires.

Appendix D – Fire Evacuation Chair Locations

No.	Location	Fire Zone	Serial Numbers
1	1 st floor landside, next to Zone 4 Evacuation Warden Station, opposite Lifts 1 & 2 by central skybridge. Alarmed- Key in Warden box.	4 – ITB	PD569857
2	1 st floor airside, next to Zone 5 Evacuation Warden Station after AvSec departures screening by Stair Tower No. 2	5 – ITB	ECSA8302
3	1 st floor airside, next to Zone 5 Assistance Marshalling Point by Air NZ VIP lounge escalators and Stair Tower No. 6	5 – ITB	ECSA8067
4	2 nd floor airside, Air NZ VIP lounge evacuation stairs. Door IS37.	7a – ITB	ECSA8486
5	1 st floor airside, in Stair Tower No. 4 corridor by western retail dwell area & Godwit Track	5 – ITB	ECSA8066
6	2 nd floor airside, by Lift 29 & 56 opposite Vantage Bar	5 – ITB	PH401559
7	2 nd floor landside, inside stairwell to and from AvSec temporary ID office/ AvSec ready room.	6 – ITB	ECSA8497
8	2 nd floor airside, by Door IS32 in Kiwi Track leading to Stair Tower No. 2	6 – ITB	ECSA8485
9	2 nd floor airside, next to Zone 7 Evacuation Warden Station by Emirates VIP lounges & Smokers Deck	7 – ITB	ECSA5469
10	1 st floor airside Pier A, next to Zone 9 Assistance Marshalling Point between Gates 8 and 10 in arrivals corridor/transfer hall	9 – ITB	PE992171
11	2 nd floor airside, next to Zone 9 Evacuation Warden Station opposite Air NZ transfer help desk	9 – ITB	PE992183
12	1 st floor airside, next to Zone 12 Assistance Marshalling Point in arrivals corridor by Customs and Duty Free stores	12 – ITB	PD569859
13	1 st floor airside Pier B, by North Stair Tower 20 opposite Gate 15	18 – ITB	PE992148
14	1 st floor airside Pier B, by North Stair Tower 22 opposite Gate 16	18 – ITB	ECSA8300
15	1 st floor airside Pier B, by North Stair Tower 24 opposite Gate 17	18 – ITB	ECSA8299
16	1 st floor airside Pier B, by North Stair Tower 26 opposite Gate 18	18 – ITB	ECSA8473
17	2 nd floor airside Pier B, by North Stair Tower 20 opposite Gate lounge 15	19 – ITB	ECSA8283
18	2 nd floor airside Pier B, by North Stair Tower 22 in between Gate Lounges 16 and 17	19 – ITB	ECSA8289
19	2 nd floor airside Pier B, by North Stair Tower 24 opposite Gate Lounge 17	19 – ITB	ECSA8290
20	2 nd floor airside Pier B, by North Stair Tower 26 opposite Gate Lounge 18	19 – ITB	ECSA8474

Appendix E – Auckland Airport Defibrillator Locations

Defibrillator locations in the ITB are sign posted with an illuminated heart. Defibrillators in public facing areas in the ITB are connected with the ICR position at the Operations Control Centre. When the door to the Defibrillator is opened, in most cases ICR is automatically notified and will dispatch AES to the location to provide assistance.



AED TURNOUT													
1 515	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 1 GROUND FLOOR L/S ITB FTT: INSIDE DOOR 5	2 1236 2300	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 2 GROUND FLOOR L/S ITB FTT: PUBLIC ARRIVALS NEXT TO MPI WINDOW	3 320	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 3 FIRST FLOOR L/S ITB FTT: CENTRAL SKY BRIDGE NEXT TO SILK ROAD	4 616	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 4 GROUND FLOOR L/S ANZ-DTB FTT: INSIDE DOOR 4	5 1345	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 5 GROUND FLOOR L/S JETSTAR-DTB FTT: INSIDE DOOR 7 & 8	6 482	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 6 GROUND FLOOR A/S ITB FTT: BAGGAGE HALL NEXT TO CAROUSEL #5	7 471	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 7 1ST FLOOR A/S ITB FTT: CUSTOMS ARRIVALS BY DESK
8 410 413	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 8 1ST FLOOR A/S ITB FTT: GATES 2 & 4 ARRIVALS CORRIDOR	9 662	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 9 1ST FLOOR A/S ANZ-DTB FTT: GATE LOUNGE 31	10 1040	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 10 1ST FLOOR A/S ITB FTT: ENTRY TO AIR NZ KORU LOUNGE	11 1613	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 11 2ND FLOOR A/S ITB FTT: ANZ TRANSFER DESK AREA PIER A	12 550	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 12 2ND FLOOR A/S ITB FTT: GATE LOUNGE 15 PIER B DEPARTURES	13 806	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 13 2 WALSH BROTHERS PL AA FTT: OLD ES DEPOT OPPOSITE AES STATION	14 858 2066	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 14 4 LEONARD ISITT DR AA FTT: QUAD 5 BETWEEN LIFT 8 AID RM
15 902	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 15 GROUND FLOOR L/S ITB FTT: OPERATIONS ADMIN LUNCH RM	16 36 489	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 16 GROUND FLOOR A/S ITB FTT: APRON TOWER STAFF RM UNDER STAND 5	17 430	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 17 GROUND FLOOR A/S ITB FTT: GATE 16A PIER B BUS LOUNGE	18 619	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 18 GROUND FLOOR L/S JETSTAR - DTB FTT: JETSTAR REGIONAL BUS LOUNGE	19 518 578 505	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 19 1ST FLOOR A/S ITB FTT: CUSTOMS DEPARTURES BEFORE AVSEC SCREENING	20 620	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 20 GROUND FLOOR L/S ANZ-DTB FTT: ENTRY TO AVSEC SCREENING	21 1041	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 21 1ST FLOOR A/S ITB FTT: ATRIUM NEXT TO MOUN JADE
22 188 459	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 22 1ST FLOOR A/S ITB FTT: GATE 17 ARRIVAL CORRIDOR PIER B	23 195	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 23 2ND FLOOR A/S ITB FTT: GATE 17 DEPARTURES PIER B	25 923 1183 1169	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 25 5 JIMMY WARD CRES AA FTT: THE BASE	26 605	AP FIRE MEDICAL CALL AED ACTIVATION BOX # 26 GROUND FLOOR L/S AIR NZ DTB FTT: INSIDE DOOR 2						

Appendix F – Evacuation Plan Sample Signs

FIRE EVACUATION PROCEDURES
Zone 02 1-110

IF YOU DISCOVER A FIRE:

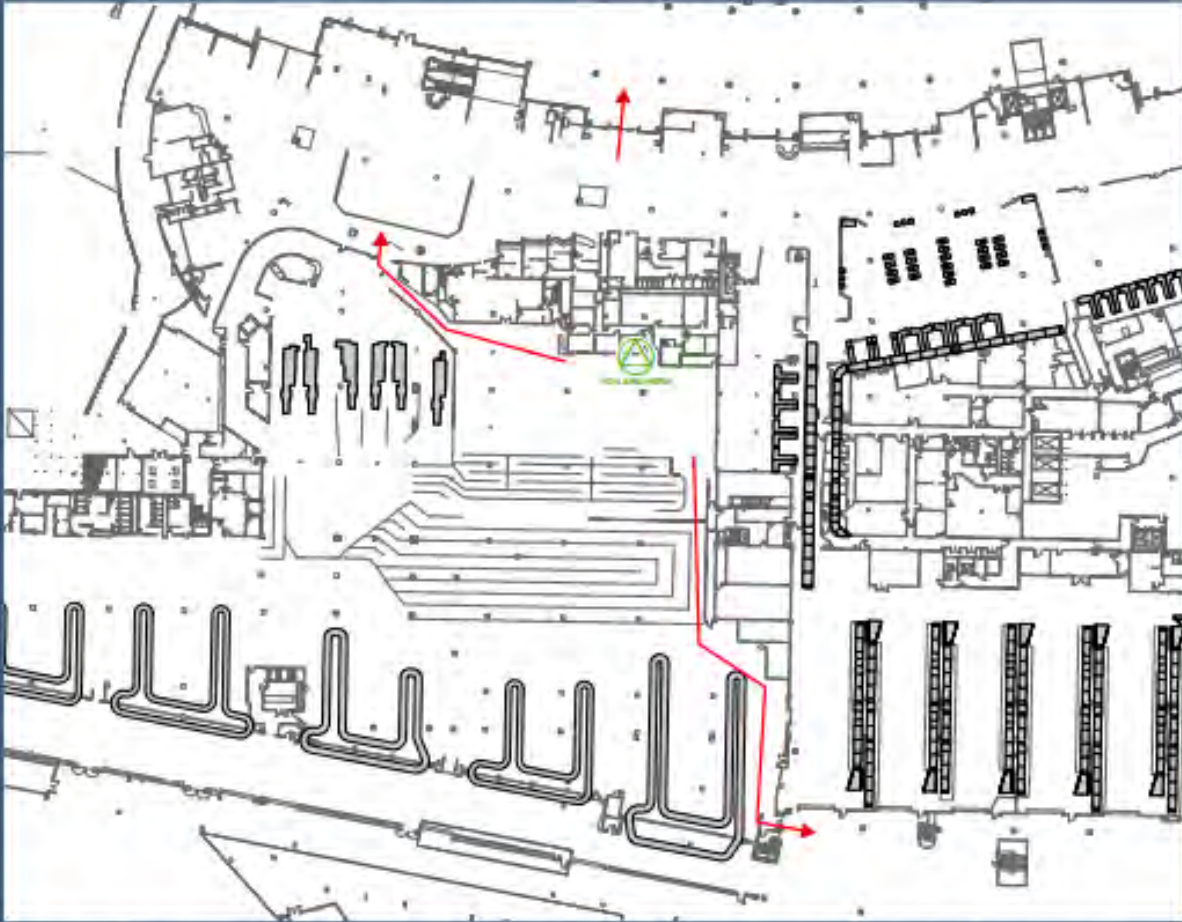
- OPERATE THE NEAREST FIRE ALARM
- CALL 98777 FROM AIRPORT TELEPHONE OR 111 FROM YOUR OWN PHONE

IF YOU HEAR THE FIRE ALARM SOUNDING:

- Evacuate to the nominated assembly area and remain there until directed to do otherwise
- Follow the instructions of the Fire Wardens

IF YOU HEAR THE ALERT TONE SOUNDING:

- Remain in terminal but be prepared to evacuate if required



FOLLOW THE INSTRUCTION OF THE FIRE WARDENS

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Appendix G – Sample Register of Persons Requiring Assistance During an Evacuation

This Register (or one similar) should be used by all organisations leasing premises in the ITB or DTB or undertaking business with a permanent presence in those buildings to record any of their workers who needs assistance during an evacuation from the International or Domestic Terminal Buildings. It must be regularly reviewed and maintained. In the event of an evacuation the organisation must report to the Zone Warden advising that all persons listed on this Register have either been safely evacuated or are waiting at the Assistance Marshalling Point for the Evacuation Zone and require assistance. The Zone Warden must report this to the Head Building Warden at EOC who will arrange assistance for evacuation.

Name:	
Cell phone:	
Type of assistance needed during an evacuation:	
Duration:	Permanent Temporary until _____
Normal location of work in terminal:	
Fire evacuation zone	
Normal hours of work (or roster)	

Name:	
Cell phone:	
Type of assistance needed during an evacuation:	
Duration:	Permanent Temporary until _____
Normal location of work in terminal:	
Fire evacuation zone	
Normal hours of work (or roster)	

Appendix H – FENZ Approval of ITB Evacuation Scheme

Note: FENZ approval of the April 2026 update (refer Record of Amendments table in Preliminary Pages section for details) was via email only:

FENZ email AIAL-1336572876-109015

Note: FENZ approval of the 2024 update (refer Record of Amendments table in Preliminary Pages section for details) was via email only:

FENZ email AIAL-1336572876-108224