

NOTICE TO VISITORS

MAS will be introducing a Visitor Management System to automate entry processing of our visitors. All visitors will henceforth be pre-registered prior to their arrival at MAS Building. To facilitate pre-registration, we will need to obtain your particulars, i.e. your name, NRIC or passport No. (Last 4 characters (e.g. 123A))

As illustrated below, when a pre-registered visitor arrives at MAS Building, he will go to one of the self-help kiosks located in the lobby, present his ID document (NRIC, driver licence, work permit, employment pass or passport) for scanning at the kiosk, and collect a sticker ID badge and an entry card for accessing the building. When leaving the building, he will simply drop off the entry card into a slot at the turnstile. Our security staff will be on hand to provide assistance if necessary. Please remember to bring along your ID document for your visit.

Thank you.



1

ビル1階左側に自動発券機があります。そこで、EP/Passportをスキャンしてください。

Scan your ID at the kiosk to register your arrival

2

自動発券機からEntry card (入館カード) 及びSticker badge (シール) が出てきます。シールはご自身の服の目につきやすい所に貼ってください。

The kiosk will dispense an entry card and a sticker badge

3



Display the sticker badge and proceed to the meeting location via turnstile and lift

入館カードをセキュリティーゲードにかざすと、エレベーターの番号が表示されますので、そのエレベーターにお乗りください。

スキャンがうまくできない場合、直接キーパッドからEP/Passport 番号を入力してください。

4



Return the entry card into slot at turnstile when leaving

お帰りの際に、カードをセキュリティーゲードの穴にお入れください。