

## **APPENDIX A TO PROCUREMENT PROCEDURE EMSA/NEG/XX/2025**

### **Safety and security features of the EMSA premises**

#### **1. THE EMSA PREMISES**

Location: Cais do Sodré, 1249-206 Lisbon, Portugal

Construction year: 2008

##### **1.1 Safety features**

- Prevention and protection against fire: The building has a fire protection certificate and is in conformity with the requirements of the various applicable norms and standards in this area (fire doors, fire extinguishers, hose reels, hydrants, fire detection installation, smoke alarms, heat alarms, etc.). Smoking is not allowed in the building.
- Public address system and Assembly point signs
- Medical service: EMSA has some in-house equipment and a medical room. The Agency is located near medical centres and has contracts in place with medical service providers.

##### **1.2 Security features**

- Guards: The building and all systems are guarded by a team of security guards 24/7, 365 days the year, with guard tour around and in the building.
- Entrance: All visitors pass by the security guards. EMSA staff members can only access the EMSA building or garage if having an EMSA access card. EMSA has its own procedure when organising events or when receiving visits of dignitaries.
- Equipment: central control room to monitor EP 24/7, CCTV surveillance, controlled access, intruder alarm, X-ray baggage scanner machine and metal detector gate.
- Business continuity plan and policy
- EMSA has in-house a security officer and head of safety who are in contact with the security guards and provides information material on emergency and evacuation procedures.
- A Health and Safety Committee is also working on the internal procedures in cooperation with the security officer.
- The police provides protocol security services as appropriate upon request.

##### **1.3 Maintenance**

- The equipment stated above is maintained by specialised companies and monitored by EMSA facilities staff: fire extinguishing appliances are checked on a regular basis, and a training programme is established for the operation of fire extinguishing appliance; the intruder and fire alarms are in full working order, maintained and tested on a regular basis.

#### 1.4 EMSA Garage

It offers places for +/- 103 cars, 10 motorbikes and 40 bicycles. There is a CCTV system in place: cameras control the access from the street to the garage and the accesses from the garage to the attached buildings (8 doors). Please see the photos below.

Photos of the EMSA garage:







