

F A A M

AIRBORNE
LABORATORY

**SAFETY
GUIDE**





Safety First

Here at FAAM, safety is at the heart of everything we do. This short guide will help you to do your work safely whilst working at the facility. Please take a few minutes to read through this important information.

Our host institution, the University of Leeds, is required by law to produce a policy for health and safety, laying down the intent, organisation and arrangements that are in place to ensure health and safety within the organisation and for other parties who might be affected by its activities.

FAAM mirrors the University's health and safety policy, which applies to all activities undertaken by FAAM.

Alan Woolley
Head of FAAM

Pan Safety

- Never, ever, cross the double white lines
- Never pass behind running engines
- No access if propellers are running
- Do not walk under aircraft wings
- No smoking
- No mobile phones
- Be aware of trip and slip hazards
- Always wear a high-visibility jacket or tabbard

Tool Control

General tools must be logged out of the FAAM aircraft toolkit in the hangar.

Place your initials in the first column, use your numbered tags to place in the empty shadow that your tool is from.

If you need more than one row of tags, simply sign out another. On returning your tools, put the tags back on the board.

Please alert Avalon to any missing tools. There is no disciplinary action for lost tools. However, unreported lost tools can be potentially fatal.

Fitness to Fly

You should not fly when under the influence of illegal/psychoactive substances or alcohol, or when unfit due to injury, sickness, medication, fatigue or other similar causes.

You should not fly after the 36th week of pregnancy (32nd week for multiple pregnancy).

Campus Map

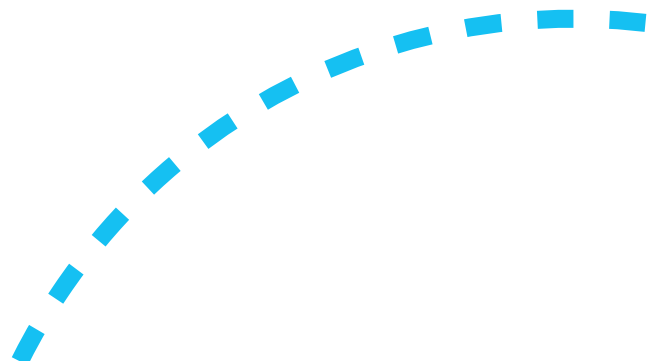
FAAM is a split facility with offices, laboratories, and the aircraft hangar. To work in the laboratories you must have received an induction to the facility.



Campus map

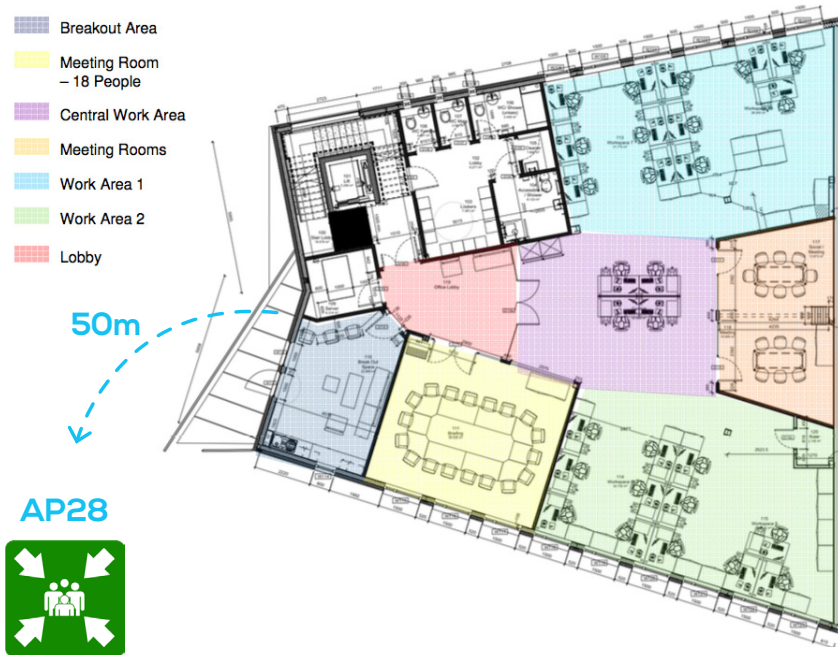
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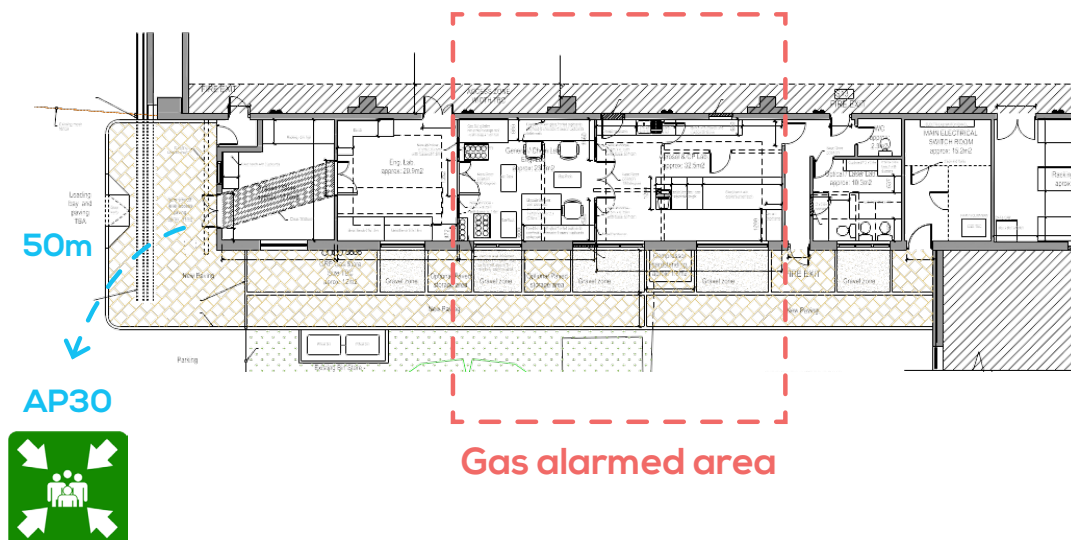
Office Map

Access passes are not required between 8am - 6pm.



Laboratory Map

Access passes are required for entry and can be collected from Susannah Rastall in the main office.



Emergency Contacts

Should you require emergency medical attention please call (9)999 or (9)112 then 2222 to alert security.

First aiders

Doug Anderson	01234 754531
Stephane Bauguitte	01234 754534
Steve Devereau	01234 754523
Mo Smith	01234 754865
Jamie Trembath	01234 754520

Accident reporting

Please report all accidents, incidents, near misses and unsafe practices to Jamie Trembath

jatr@faam.ac.uk

01234 754520

Evacuation Plan

On discovering fire

1. Sound the alarm
2. Leave the building via the nearest exit
3. Ring the fire brigade on (9)999 or (9)112
4. Ring Cranfield University Security on 2222 or 01234 752999

On hearing the fire alarm

1. Leave the building via the nearest exit
2. Close all doors behind you
3. Report to assembly point
4. Only re-enter building when told to do so

Fire alarm tests are Friday 10 - 11am.