

## **Working on board or around the ARA on the ground**

In general terms, the laboratory procedures published for Building 85 should be followed, with the following additions.

Please ensure you register your intention to work on the aircraft with FAAM and Avalon's staff before boarding the aircraft. FAAM staff should sign themselves in using the board outside Avalon's office.

Enter and exit from the aircraft, normally via the forward left hand side door, using the steps provided.

In the event of an emergency evacuation from the stationary aircraft on the ground, use the forward steps. There are multiple hangar exits in case of a emergency, staff should choose the closest and make their way to an appropriate muster point.

Before work, please ensure a risk assessment has been carried out and, if required, a COSHH assessment completed, for the particular activity being undertaken.

Wear appropriate protective equipment, as required (no flip flops or sandals).

Only small soldering tasks may be undertaken on the aircraft. Use local extraction fan units to disperse fumes

Please inform a member of the FAAM or Avalon staff when your work on the aircraft is complete.

Only use tools that are from the FAAM toolbox and have been swapped for a tool-tag.

Report all breakages and spills to Avalon who will provide guidance on cleaning up. A FAAM Laboratory Manager can assist with instructions for chemical cleans, and COSHH forms, with clean up information, are available on the chemicals cupboards in the Building 85 laboratory.

Report all accidents or near misses, however minor, to a member of Avalon staff in the first instance and then the FAAM Safety Advisor or Facility Administrator. Details must be included in Avalon's Accident Book.

The aircraft is ordinarily available for access on agreed Potential Flying Days and over the hours 0800 to 1700, Monday to Friday. Access outside these hours is by prior arrangement only.

Learn the location, type and method of use of the on board and hangar fire extinguishers, and the location of fire alarms and first aid equipment. In case of a fire alarm, follow the emergency escape routes stated above.