

**HULLAVINGTON STATION SAFETY, HEALTH, ENVIRONMENTAL, FIRE AND SUSTAINABLE DEVELOPMENT (SHE & SD)  
ACTION PLAN HANGER 90 – 13 FEB 2015**

Feb 15 Version 1

SERIAL	HEADING	OBJECTIVE	ACTION BY	TARGET DATE	REMARKS
(a)	(b)	(c)	(d)	(e)	(f)
1	SHE & SD POLICY AND PLANNING-MOUS				
1.1	Policy-Review of the SHE&SD Management System	Conduct formal review of CO's MOU for Personnel using Hangers within Hullavington Station	Sin SHE Adv	13 Feb 15	Stakeholders are to sign MOUs before any access rights will be given.
		Update and reissue all MOUs.	Sin SHE Adv	18 Feb 15	
1.2	SHEF & SD Planning	Produce Station SHEF&SD Action Plan (AP) for Hangers under control of 9 Regt RLC 2015/16.	Sin SHE Adv	13 Feb. 15	To be reviewed annually.
		The AP will be reviewed at Regt Stakeholder Meeting – Wed 18 Feb 15.			
2	SHEF&SD ISSUES Hanger 90				
2.1	Controlled Access to hanger 90	Hanger Locks to be changed following Verbal	QM – SHE Adv	12/13 Feb 15	Keys held by QM and Duty officer. All access and keys to be logged through the Guard room.

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		Prohibition Notice issued by DFRMO – Graham Ridley.			
2.2	<b>Authorised Personnel.</b>	Only personnel cleared through the QM are allowed access to hanger 90 until further notice.  There is to be no person under the age of 18 years old allowed access to the hanger.	QM – SHE Adv	12 Feb 15	This will remain until further Notice.
2.3	<b>Unauthorised Equipment</b>	All Civilian Vehicles and EQUIPMENT - OBMs and any equipment containing fuel/petrol other than Diesel fuel is to be removed ASAP.	<b>Stakeholders</b>	20 Feb 15	This includes all Jerry Cans Paint and Spray paints and all unauthorised Fuel containers. There is to be no cooking of foods within the hangers on any stoves or naked flames. Civilian Vens to be removed, including camper vans – there is to be no sleeping in Hangers.
2.4	<b>Walkways</b>	There is to be at least a 1 metre walkway established and maintained around the inside perimeter of the hanger and a 1 ½ metre walkway	<b>Stakeholders</b>	28 Feb 15	This is to conform with FIRE regs.

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3	<b>SAFETY MANAGEMENT</b>	across the middle of the hanger.			
3.1	<b>Risk Management.</b>	Areas of significant risk or shortfalls in SHEF management are to be reported to the USEA 9 Regt RLC.  All Personnel are to conform with JSP 375 Pt 2 Vol1 regarding COSHH Risk Assessments.  See Links in Remarks column.	<b>Stakeholders</b>	<b>ASAP</b>	<a href="https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/394564/20130110_MODForm5011a_1-2013.doc">https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/394564/20130110_MODForm5011a_1-2013.doc</a> <a href="https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/394563/20140506_MODForm5011_05-2014.doc">https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/394563/20140506_MODForm5011_05-2014.doc</a> <a href="https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/394554/20141208-MOD_Form_5010_V-1-0.doc">https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/394554/20141208-MOD_Form_5010_V-1-0.doc</a> <a href="https://www.gov.uk/government/publications/isp-375-health-and-safety-handbook-volume-2">https://www.gov.uk/government/publications/isp-375-health-and-safety-handbook-volume-2</a>
3.2	<b>Accident reporting and investigation.</b>	All accidents, incidents and near misses must be reported, appropriately investigated and where deemed necessary a learning account written.  Ensure that all environmental incidents are:	<b>Stakeholders</b>	As and when any incident occurs	All Accidents, Incidents and near misses on Hullavington Station are to be reported to the Station SHE Adv.
		<ul style="list-style-type: none"> <li>Properly</li> </ul>			

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4	<b>ENVIRONMENTAL PROTECTION AND SUSTAINABLE DEVELOPMENT</b>	reported to AINCC. • Followed up and investigated as they occur.			
4.1	<b>Waste Management - Responsibilities.</b> All waste generated through the use of hangers on Hullavington Station is to be disposed of properly and in line with regulations.	There is a waste manager in the QM Dept who can offer advice. There is to be no fly tipping on the airfield.	<b>Stakeholders</b>	At All times.	Stakeholders are to check with the QM Dept on how to dispose of other rubbish/bulk rubbish that they have produced at the hangers they are using.

Hullavington Station SHEF Action Plan Hanger 90 2015/2016 - 13 February 2015

Prepared By:



Approved By:



February 2015