

C.27. FST Checklist

FIELD SITE TEAM CHECKLIST			
No	Item	Time	Initials
1.	Attain equipment required.		
2.	Obtain a briefing from the relevant authorities upon arrival at the emergency site.		
3.	Advise the authorities of the role of each member including the Team Leader.		
4.	Liaise with emergency response services (if applicable).		
5.	Locate and ensure the wellbeing of any surviving air crew members		
6.	Arrange any needs that may be required over and above what has been provided by the local authorities.		
7.	Ensure personal effects and cargo are safeguarded when released by the Police.		
8.	Obtain copies of weather reports and aircraft documents including the following: a. Flight weather forecasts b. Actual weather reports c. Load Sheets d. Fuelling records e. Certificates See Appendix B.25		
9.	Take copies of statements made by Abu Dhabi Aviation staff to any authorities, this would include staff working for the handling agent		

Remarks:

Note: Turn-over this document after completion including other related documents (i.e. active logs, etc) to the EMC Administrator

End of Checklist

Name and Signature:		Date:	
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