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## **RULES TO BE FOLLOWED WHEN DRIVING TO THE ORM IN WINTER, WHEN AN ALERT IS IN FORCE AND IN OTHER DANGEROUS CIRCUMSTANCES**

These rules set down control measures to be put into practice with the aim of reducing risks that lead to accidents/incidents in such conditions. For this reason, any person travelling to the Observatory must be aware of and fully understand these rules.

If you are planning to travel to the Observatory, you should bear in mind that road and weather conditions can vary rapidly, so drivers must pay close attention prevailing conditions and adapt their manner of driving accordingly. Although your purpose is to carry out work at the Observatory, your personal safety must be your first priority.

### **GENERAL PROCEDURE**

- From November to April, both the ORM and the access road leading to it are affected by ices, snow and/or other adverse weather.
- Personnel from User Institutions must follow the procedures laid down by their respective organizations when undertaking journeys to the Observatory. Daily reports on the state of the road and weather conditions are published on the ORM website and transmitted at approximately 08:00 hours daily. Observatory staff may also be contacted by mobile for an update on conditions. For that reason, radios and mobile phones must always be operational and properly charged.
- With regard to those persons who are not habitual staff of User Institutions, **nobody should travel to the Observatory without having previously contacting ORM Reception** for an update on weather conditions and the state of the road.
- These rules apply equally to employees, contractors and collaborators.
- In the case of a **weather alert or an anomalous situation on the road** the use of private or hired vehicles, unless with the express agreement of the Observatory Administrator, is not permitted. All astronomers, contractors, collaborators, etc., must organize their transport to and from the Observatory through their User Institution, or through the Observatory Administrator, where applicable. They must not make their own arrangements (taxis may be hired through the Residence Reception or the offices of the User Institutions, such reservations being communicated to Reception).
- People travelling to the Observatory must take warm clothing with them, especially in winter during periods when the risk of winter/dangerous conditions is greater (normally from November to April).

– **Effective communication is a fundamental aspect of safety when travelling to and from the Observatory in winter, during alerts and in dangerous conditions. OBSERVATORY STAFF MUST BE INFORMED OF ALL JOURNEYS TO AND FROM THE OBSERVATORY.**

### STATUS

The following situations may arise when travelling to and from the ORM:

**-Normal road and weather conditions.** In these circumstances the above-mentioned general procedure is applied. Before making the journey, you must consult the IAC website concerning road and weather conditions at the Observatory. During the November–April period you must advise ORM Reception of your journey.

**-Weather alert or anomalous road situation.** In the case of either situation, the IAC website will provide updated information on weather and road conditions. In all cases the journey will be undertaken only if it is strictly necessary, with prior notice having been given to Residence Reception, and always using vehicles with four-wheel drives, equipped with chains and a radio transmitter. To hire a taxi, contact Reception or the office of your User Institution. The use of any vehicle not meeting the above-mentioned requirements is totally forbidden. If for any reason you are unable to communicate with ORM Reception, you must not undertake the journey. When you reach the Observatory, you must inform Reception of your arrival.

**-Activation of an extraordinary procedure.** In the event of adverse weather or an emergency, or if the state of the road were such as to give rise to the activation of a special evacuation procedure or use of the road to the Observatory, the procedure indicated by the Observatory Administrator shall be followed, that procedure having been duly published on the ORM website. In such a case, the vehicles involved will be contacted by radio or mobile phone. Possible measures that might be adopted include suspending all journeys, using the Garafia road, altering arrival and departure times, travelling in convoy, etc. If you are unsure whether there is an extraordinary procedure in progress, call ORM Reception. The Observatory Administrator will declare the commencement and termination of the period during which these rules apply.

While there is a situation of alert or extraordinary procedure, nobody must travel to the Observatory until a report has been issued on the weather and road conditions. This implies that journeys to the Observatory must not be undertaken before 08:00 hours, nor the Residence abandoned before 09:15 hours. Neither must journeys be undertaken after 18:00 hours in order to avoid travelling in darkness. In all cases, before a journey is undertaken Residence Reception must be informed and information obtained regarding road and weather conditions, together with instructions for the journey. No journey is permitted outside these hours for considerations of safety.

ORM Reception telephone numbers:

09.00h–19.00h: +34 922 405 500

19.00h–09.00h: +34 922 405 500 or 609 554 576 (mobile)