Welcome to the second issue of Safety Matters
Any comments regarding this issue or anything that you wish to include in future issues would be most appreciated and can be made by contacting the School Safety Adviser, Mr Jim Marr.

LYME DISEASE
Lyme disease (Borrelia) is a tick borne infection from sheep, deer and other animals, which is an increasing problem on areas of heath, rough pasture and in seabird colonies. It is transmitted when a tick bites an infected animal and later bites a human. To assist in the removal of these ticks, a tick remover has been added to the Fieldwork first aid kits. A leaflet is also included giving details of its use as well as simple precautions. Everyone who is going to areas where ticks are common should access the BADA website (http://www.bada-uk.org/) before leaving for details of symptoms and treatment. BADA-UK is a charity, run by volunteers, to raise awareness of the dangers of tick bites and the diseases that may result from them. See a doctor if you think that you have been infected.

MINIBUS DRIVING
To drive a minibus in the UK with up to 16 passenger seats on University business using a normal car driving licence, a member of staff will need to:
- have a UK licence
- have passed his/her car driving test before 1st January, 1997. The D1 category allowing driving on a normal licence was removed from new licences from that date.
- have passed a minibus defensive driving course approved by the University. Drivers who have not completed this course will be driving without the University’s permission and will not be covered by the University’s insurance.
- have completed the necessary forms from the University’s insurance office. These forms are available from the School offices.
If a driver passed his/her driving test after the 1st January, 1997, it is not possible to drive a minibus on University business unless a further driving test is taken. It is also necessary for the driver to meet higher medical standards. The D1 category can only be added to a UK licence. Note also that arrangements outside the UK are very different.

It should be noted that a standard car driving licence is OK for driving people carriers with up to 8 passengers with no further training or permits required.

FIELDWORK EQUIPMENT
Please return all safety equipment (first aid kits, personal protection equipment etc.) to the school as soon as possible after the fieldwork has finished. Will all staff please ensure that all students are aware of this since the equipment is in continuous use.

HEALTH & SAFETY RISK REGISTER
Each school within the University has a local health and safety risk register. The register lists the main risks which we need to control and is a vital part of our safety system. It is reviewed annually and a copy is held in room 101, Meston building. Anyone, wishing to see it, or obtain a copy, please contact Jim Marr.

SAFETY DOCUMENTS
Safety information for the School can be found on the Geosciences web site at http://www.abdn.ac.uk/geosciences/resources/safety.

Here you can find the Risk Assessments forms, Health & Safety Guide, Fieldwork Handbook etc. They are reviewed on an annual basis.

ACCIDENTS AND NEAR MISSES
Please remember to report accidents and especially near misses. If these and other issues are highlighted as they are discovered, action can be taken to hopefully avoid potential future accidents. You can report online to www.abdn.ac.uk/safety/general/accidents and ensure that a copy is e-mailed to the Safety Adviser (j.marr@abdn.ac.uk).

CONTACT NUMBERS
School Safety Adviser (Jim Marr) 01224 273454
Meston Building General Office 01224 273428/3433
St. Mary’s General Office 01224 274365/3856
Security (24 hour) 01224 273939