

# Helicopter Access / Egress

## ENCLOSURE

REV. DATE: 9/17/21

### GENERAL RULES

- The helicopter pilot is always the person in charge.
- Arrive well before the departure time to check yourself and baggage in.
- Weigh in when necessary. Always give the pilot the higher weight rather than the lighter weight. This is necessary for the pilot to balance the weight of the aircraft.
- Never approach or depart from directly in front of the helicopter due to the main rotor having a low clearance at the very front of the helicopter. Approach from the side where the pilot can see. See Illustration - Helicopter Approach Restrictions, Exhibit A. If you must walk in front of helicopter walk as close to helicopter cockpit as possible.
- Do not approach the helicopter until you are motioned to do so by the helicopter pilot.  
Note: If you are first in line, make eye contact and follow his instructions.
- Do not walk around the rear of the helicopter. The tail rotor will be turning and in some cases can not be easily seen.
- Secure caps, hard hats, scarves, and other items that could be blown away. If something should be blown away, do not chase after it. You may find yourself in a rotor.
- Keep any item that you are carrying in a horizontal position, such as (fishing poles, radio antennas) in order to keep it out of the main rotor.
- The helicopter will have a life vest. Be certain to fasten vest snugly.
- Store your bag in the baggage compartment, usually on the side or behind the rear door of the helicopter, then go to the boarding entrance (without walking around the rear of the helicopter and get a life vest).
- Do not step on landing gear floats. Use designated steps to enter and exit helicopter.

### ARRIVAL

- Your first task will be to get yourself and gear to the person in charge for check-in.
- If you have more gear than you can carry with one hand, get some help or make several trips. The stairway from the helipad can be steep and it is critical that one of your hands be free in order to hold on to hand rail.
- During your check in you may receive your sleeping assignment, be informed of eating accommodations, and be given a site specific orientation. A site specific orientation will discuss emergency evacuation procedures, hazardous conditions, the rules and regulations of the location. If you do not receive an orientation, ask for one.



## HELPFUL TIPS

- Arrange luggage preferably in one bag so that all materials are enclosed within luggage. This is to prevent items from falling out and striking the main rotor of helicopter. Items that contact the rotor can damage rotor and could be thrown back striking the passengers.
- Use luggage with shoulder straps. Shoulder straps allow you to keep at least one hand free. This is critical when you are descending the stairway from helipad. Use hand rail on all stairways when ascending or descending in order to maintain maximum balance.
- Backpacks are a good luggage choice for day trips. These bags can be closed and have multiple shoulder straps allowing you to keep hands free.
- Wear safety glasses with side shields. The wind turbulence created by the helicopter can throw debris in eyes.
- Wear a cord on safety glasses to prevent glasses from slipping or falling off. Note: When you are approaching helicopter you often stoop over or look downward, which added with helicopter wind turbulence and taking life vests on and off can result in eye glasses falling off.
- The rules and regulations of the helicopter operating company will override any conflicting rules or regulations in this handout. View videos and read information available and required at heliport.

## FOOTWEAR

- Smooth leather sole shoes such as cowboy boots or penny loafers should not be worn. This type sole provides little slip-resistance.
- A slip-resistant sole work boot, deck shoe, or tennis shoe should be worn in order to provide maximum traction when transferring to and from heliport.