**Description of this Section:** The Federal Aviation Administration (FAA) [**www.faa.gov**] has specific laws governing the use of airspace. A demonstration of the understanding and intent to abide by the applicable federal laws (especially as related to the use of airspace at the launch sites and the use of combustible/flammable material), safety codes, guidelines, and procedures for building, testing, and flying large model rockets is crucial. The procedures and safety regulations of the NAR [**www.nar.org/safety-information/**] shall be used for flight design and operations. The NAR/TRA mentor and Safety Officer shall oversee launch operations and motor handling.

**Comments from last time:**

* **The team provides a list of available Personal Protective Equipment. Listing specific tasks that require PPE would also be helpful. You could include a second column listing which specific PPE is used for each task.**
* **The team includes plans for both briefings and debriefings. Debriefings are an important step that is often overlooked by teams.**
* **The team could outline the requirements of the laws pertaining to High Power Rocketry and discuss how the team will comply with the specific requirements.**

**1. Written Safety Plan and Risk Assessment**

Provide a written safety plan addressing the safety of the materials used, facilities involved, and student responsible, i.e. Safety Officer, for ensuring that the plan is followed.

A risk assessment should be done for all these aspects in addition to proposed mitigations. Identification of risks to the successful completion of the project should be included.

|  |  |  |  |
| --- | --- | --- | --- |
| **Risk Identification** | **Probability of Risk (1-10)** | **Procedure to Avoid and Address Risk** | **Effect on this Project** |
| **Payload Failure in Collecting Data** | **5** | Revisit payload design and/or rebuild payload. | Will likely halt our timeline for getting in test launches |
| **Exacto Knife Injury** | **7** | Have Safety Officer demonstrate how to properly use an Exacto knife | Should not alter timeline – just needs to be cared for and addressed |
| **xxx** | **x** | xxx | xxx |
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**1.1. NAR/TRA Procedures**

1.1. Provide a description of the procedures for NAR/TRA personnel to perform. Ensure the following:

* Compliance with NAR High Power Safety Code requirements [http://www.nar.org/safety-information/high-power-rocket-safety-code/].
* Performance of all hazardous materials handling and hazardous operations.

**1.1.1. Compliance with NAR High Power Safety Code Requirements**

xxx

**1.1.2. Hazardous Materials and Operations**

xxx

*(see comment on first page – last time, you listed available PPE equipment – try to also include specific tasks that require PPE)*

**1.2. Safety Briefings**

1.2. Describe the plan for briefing students on hazard recognition and accident avoidance as well as for conducting pre-launch briefings.

**1.2.1 Hazard Recognition and Accident Avoidance**

xxx

**1.2.2 Pre-Launch Briefings**

xxx

*(see comment on first page – make sure you include discussion on debriefings, as well!)*

**1.3. Caution Statements**

1.3. Describe methods to include necessary caution statements in plans, procedures, and other working documents, including the use of proper Personal Protective Equipment (PPE).

**1.4 Compliance with Federal, State, and Local Laws**

1.4. Each team shall provide a plan for complying with federal, state, and local laws regarding unmanned rocket launches and motor handling. Specifically, regarding the use of airspace, Federal Aviation Regulations 14 CFR, Subchapter F, Part 101, Subpart C; Amateur Rockets, Code of Federal Regulation 27 Part 55: Commerce in Explosives; and fire prevention, NFPA 1127 “Code for High Power Rocket Motors.”

*(see comment on first page – outline law requirements and discuss how you’ll comply)*

**1.5 Handling of Motors and Energetic Devices**

1.5. Provide a plan for NRA/TRA mentor purchase, storage, transportation, and use of rocket motors and energetic devices.

**1.6 Safety Regulations Agreement**

Please refer to our team contract on page xx outlining our agreement to comply with the safety regulations presented in this section of the RFP.