

valid version incl. important **Information** (▲)

online: [fumeguide.vcockpit.de](http://fumeguide.vcockpit.de)

In urgent cases: VC-emergency hotline: +49 69 348 729 32

**After Ldg/Aircraft on Gnd/All Checklists complete  
Tech-Log Entry ..... perform and copy**

Copy entry (i.e. photograph) and keep for personal records.

◆ **If available: Smoke/Smell Sheet..... fill out**

**Collect urine sample after landing** ▲

If possible cool (Do **NOT** freeze). Mark with date/time (time zone) of sampling and cooling. Approx. 35ml in urine container (if not available -> any clean container. **Do not** disinfect containers! Any sample is better than none!

◆ **Acute symptoms** ▲

symptoms: gastrointestinal symptoms, breathing problem, movement disorders, flu-like symptoms, disequilibrium, prickling/numbness, distinctive exhaustion, disturbance of memory and concentration, troubles finding words, palpitation, irritated mucous membranes (eyes, lungs or nose), headache

(may appear hours/days after occurrence)

◆ **sick note..... contemplate** ▲

◆ **In Germany:**

**Established D-Doctor OR Clinic..... visit** ▲

In order to support future claims, consult an accident insurance consultant when temporarily work incapacitated. In order to receive proper medical assessment, the accident insurance consultant can be asked for a transfer to a specialist for specific symptoms (may appear days after the event), according to §12 Vertrag Ärzte/Unfallversicherungsträger: Überweisung zur „besonderen Heilbehandlung“ (§11) für eine arbeitsmedizinisch/toxikologische Untersuchung.

◆ **Abroad: retain copies of all documents!**

**Blood/Urine.....have analyzed**

**Extensive blood gas analysis ..... have performed**

O<sub>2</sub>-saturation, pO<sub>2</sub>, pCO<sub>2</sub>, pH-value, acid-base metabolism, hemoglobin, Met-Hb, CO-Hb, bicarbonate, glucose, lactate, electrolytes, creatinine, γ-GT, ALAT, ASAT (GPT, GOT), serum Acetylcholinesterase (AChE), CK-NAC. Document date/time (time zone) of analysis. (O<sub>2</sub>-Saturation and blood gas analysis, partial Pressure O<sub>2</sub> and CO<sub>2</sub>, ph-determi-

[please turn]

*nation, acid alkaline balance, hemoglobin, methemoglobin, CO-Hb, bi-carbonate, blood-glucose, lactate, electrolytes,  $\gamma$ -GT, ALAT, ASAT (GPT, GOT), serum acetylcholinesterase (AChE), CK-NAC)*

## **Additionally, for future examinations**

**3 EDTA tubes of blood (à 5ml)..... have taken**

Keep in freezer at home for future analysis.

Use hydrogen peroxide to disinfect, if available. Document type of disinfectant used.

**Do not centrifugalize!** If freezing is not possible, stock it cool. Label with date/time (time zone) of extraction and freezing/cooling. Any sample is better than no sample!

## **Physical examination ..... have performed**

*Min. required: Blood Pr., pulse rate, pulse oximetry, basic neurological examination.)*

In addition, all symptoms should be documented.

Go see an accident insurance consultant within 3 days (Germany)

## **Event ..... report to BFU and LBA ▲**

Acc.EU-directive 376/2014 und 996/2010 every crewmember is responsible for the report. Keep copy of report.

**Bundesst. für Flugunfalluntersuchung +49 531 3548-0, [www.bfu-web.de](http://www.bfu-web.de)**

## **Ops-Report/Flightreport ..... write**

Document event as thoroughly and detailed, including names and contact details of all crewmembers. Keep copy (as well as copy of cabin report).

## **Accident report form ..... submit to BG ▲**

This is the only way to be able to generate future claims. There is a standardized form "Unfallanzeige der BG Verkehr". The report should be prepared by the person concerned; the doctor will often not know what happened. Keep copy.

## **Accident form of the employer ..... fill out**

Same procedure as with the form for the BG. Make copies! Employer shall answer within 1 week.

## **Symptoms ..... document continuously**

Document appearance and course/progression of symptoms in a journal and photograph/videotape visible symptoms (i.e. redness, shaking).

## **Experiences ..... document for AG FHE**

If possible with the name of the consulted doctor, in order to support acute and future colleagues. [feedback.fhe@vcockpit.de](mailto:feedback.fhe@vcockpit.de)