



**ROYAL
AIR FORCE**
POLICE ASSOCIATION

**RAFPA East Midlands Branch
Toyota UK Derby Visit
Wednesday 9th September 2015**

Programme of Visit

TOYOTA
MANUFACTURING UK



Arrival Time

09.00 hrs. Visit duration: Approximately 3 hrs. (limited to 20 members)

Please aim to arrive no earlier than your specified time of arrival as the Visitor Centre will not open until that time and there is no designated waiting area.

Parking

Once you arrive on site, you will come to a set of traffic lights. As you go over the traffic lights, take the first turn on your left. It is signed Visitor Centre/Burnaston Hall. You will also see a sign showing '**Public Visit**'. Follow the road to the top and you will arrive directly outside the Visitor Centre (not main reception).

Parking is available directly outside the Visitor Centre. This is signed.

Dress code

Toyota operate a covered skin policy for all visitors who visit the shop floor. This means that trousers should be worn and arms covered at all times. For publicity Toyota sometimes Photographs the visits for the 'T' Mag (Toyota UK Magazine) so we will have to decide if we go in RAFPA Dress.

Please be aware that the journey to both Press & Weld and Assembly will be on a tour train which means a short journey outside of the main building. Care point for inclement weather.

The visit will involve a walking tour of the Assembly shop and you will be required to wear safety overshoes. Please could ladies avoid wearing high heels as the overshoes fit directly over your own shoes.

Please be aware that your visit to Assembly will be on foot and you will need to be able to walk comfortably for approximately 45 minutes.

Protective Clothing

The appropriate protective clothing (hard hat, ear plug & safety glasses) will be provided by Toyota. This should be worn as instructed during the tour around Press & Weld.

Personal Possessions

Please note, any vehicles or personal possessions brought onto the Toyota site are done so at the owner's risk.

Cancellation of Visits

With regret under exceptional circumstances, Toyota Motor Manufacturing (UK) Ltd may occasionally have to cancel visits at short notice. I will endeavour to contact everyone as soon as possible.

If you are unable to attend, please notify me immediately on **01283 761583** or **07805 713932** so I can arrange for a replacement member.

Donation to Charity

Toyota do not charge for the visit, however, they do request a small donation to the Toyota Manufacturing UK Charitable Trust. Throughout 2015, fundraising will be on behalf of Macmillan Cancer Support, as well as many other charities and charitable organisations within the local area, including the Air Ambulance. They recommend £10 per person which can be paid by cash or cheque on the day. Cheques should be made payable to Toyota Manufacturing UK Charitable Trust. Receipts can be made available on request.

Lunch

The Cherry Tree Pub is just off the Toyota Roundabout, if you wish I can organise a meal after the visit, please let me know if you are interested by ticking the box when you add your name to the list.

Yours in fellowship. **Philip E Fitchett** RAFPA

