

Welcome On Board

Marignane site

On Boarding Team
2014

First Day: Your Arrival at Marignane

- By car
 - By bus
 - By train
 - Car-sharing
-

Access to the site – By car

- **From Lyon:**
Join the highway A7 towards Marseille.
Take the Marseille/Provence Airport exit.
Then continue to follow Marignane airport.
Turn right and take the Airbus Helicopters exit.
- **From Marseille:**
Join the highway A55 and A7 towards Lyon.
Take the Marseille/Provence Airport exit.
Then continue to follow Marignane airport.
Turn right and take the Airbus Helicopters exit.
- **From Martigues:**
Take the highway A55 towards Marseille.
Take the Carry-le-Rouet/Marignane City exit.
Follow the N568 then the D9 to Marignane.
Continue towards Marseille/Provence Airport.



Access to the site – By car

Parking area: (see map on next page)

Parks P1 (3 stairs) and P2 are annexed to the site.

The P10 Parking is accessible via the second entry called 'Corporate'.

Parks P3, P4, P5 and Eurosud are on the other side of the access road.

It is possible to access these parks by foot (~10-15 minutes) or by shuttle.

There are signs of remaining places on each access road.

To go out the parking you must present your badge, in the absence of badge you can press the call button and mention that you are a new employee.

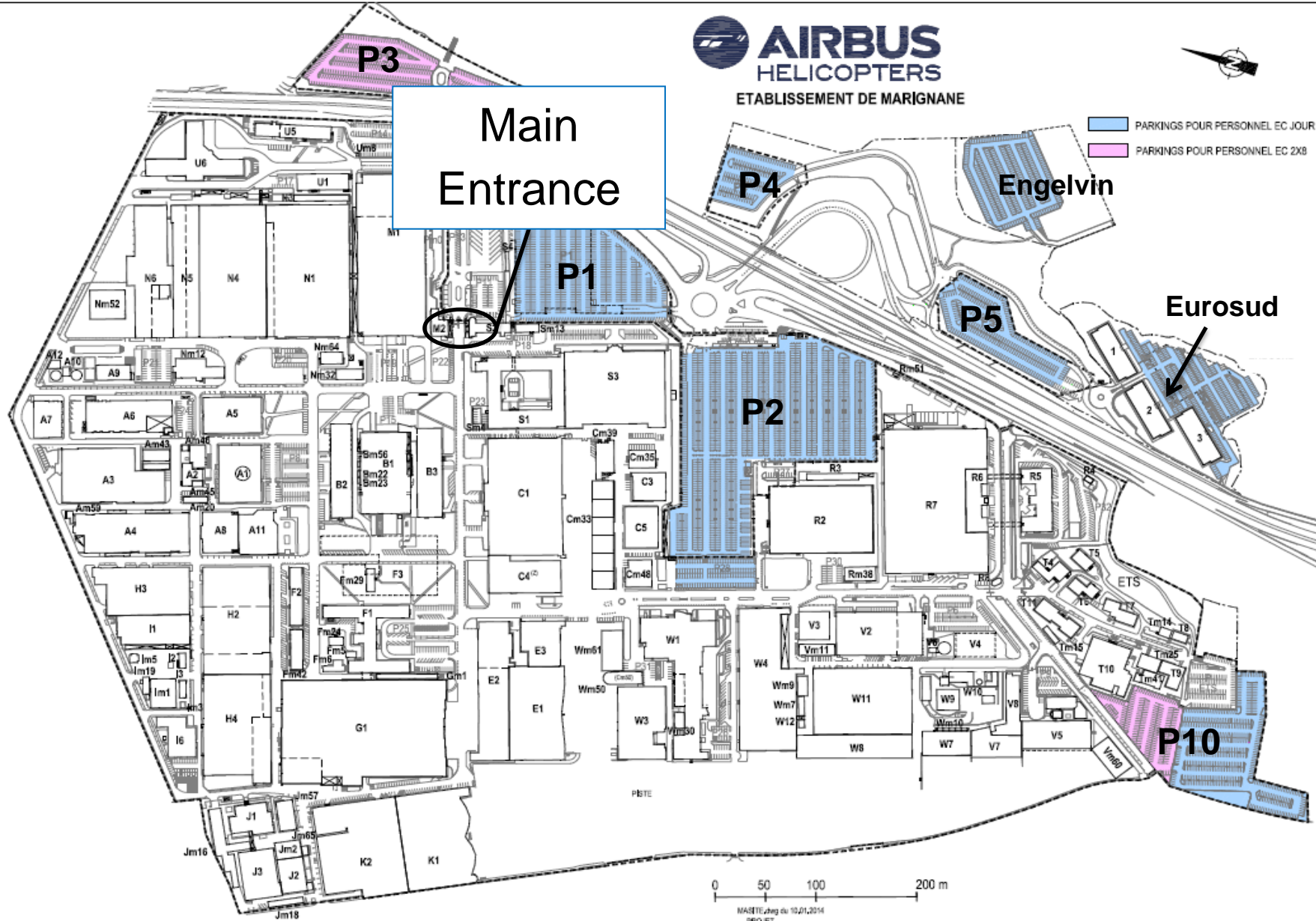


Contact: transport.personnel@airbus.com



- PARKINGS POUR PERSONNEL EC JOUR
- PARKINGS POUR PERSONNEL EC 2X8

Main
Entrance



0 50 100 200 m
MAÎTRE d'œuvre du 10/21/2014
PROJET

14413 13015 REFERENCE PARKING PERSONNEL EC 15/21/2014

Access to the site – By bus

The Bus : Airbus Helicopters has established a network of free shuttles from the various towns and villages within a radius of 40 km around the hotel. If you want to get the bus timetable please go to the tab “transport” on the virtual map.

You can take these shuttles from the first day without your badge. If you decide to take regularly the bus you will need to register and wear your badge to take the bus.

if you are interested, please contact:

transport.personnel@airbus.com



Access to the site – By train

By train: A train connects Marseille <-> Vitrolles <-> Miramas. Airbus Helicopters provides a shuttle service to the train station (Gare VAMP), which takes about 5 minutes.

Train lines:

- Ligne Marseille / Miramas
- Ligne Marseille / Cavaillon via Salon
- Ligne Marseille / Tarascon via Arles
- Ligne Toulon / Marseille

If you want to get the train timetable please go to the tab “transport” on the virtual map.

Subscriptions can be annual, monthly or weekly and they are reimbursed for staff. Forms must be collect upon arrival at the Transport service (Building A1 – refer to the downloadable site map).



Contact: transport.personnel@airbus.com

Access to the site – Car-sharing

It is a good way to save money. You can post an offer or a request for car-sharing thanks to the link on the Intranet.



The screenshot shows the website 'LA ROUE VERTE', which is a specialist in home-to-work car-sharing. The header includes the logo and tagline 'Spécialiste du covoiturage domicile-travail'. A navigation menu contains links for 'Accueil', 'Le site, mode d'emploi', 'Conseils covoiturage', 'En savoir plus sur le covoiturage', 'Inscription', and 'Mon compte'. A red signpost graphic indicates 'ENTREPRISE COVOITURAGE'. The main content area is titled 'Espace covoiturage entreprise Airbus Helicopters' and features a banner with the text 'Le covoiturage et vous' and the Airbus Helicopters logo. Below the banner, a welcome message states: 'Bienvenue sur la communauté de covoiturage réservée aux collaborateurs Airbus Helicopters ! Simple, économique et écologique, choisissez le covoiturage pour vos trajets domicile-travail et partagez ainsi un moment convivial. Inscrivez-vous en quelques clics et retrouvez les collègues faisant le même trajet que vous. Bonne route et à bientôt !'. It also reports 'Déjà 467 inscrits et 284 trajets !' and includes a dark green button with the text 'Je rejoins Airbus Helicopters'. A map of the Marignane area shows several car-sharing locations marked with purple star icons. At the bottom, there is a section titled 'Les derniers covoiturages de Airbus Helicopters'.



1st day
Your arrival to the site

Welcome, badge & lunch

Welcome and badge

1st day: Once arrived, go to the main entrance. You will receive your badge.

If there are too many new entries you will receive a temporary badge in exchange for your own ID card (**only ID card or Passport**). Then, you will receive a notification for a shooting time and delivery of the definitive badge. Please indicate the name of your manager to the receptionist and she will call him or her. He/she will come and pick you up.

You must wear your badge in a visible way at all times. **The badge is mandatory to access and move around the site.**

Access & security

- ☞ Access to the site - Access to sensitive area
- ☞ Identity proof to call the Service Desk (8666) and the Work Council (CE).

Restaurants

- ☞ Thanks to the badge, you can open an account at the restaurants and pay employee rate.
- ☞ Please show your badge at each checkout passage.

Time management

- ☞ This badge will allow you to manage your time (tracking of time and attendance)



If you lose your badge, please contact the badge office **immediately** (in order to ensure that external people can not abuse it). You will get a new badge.

How and Where can you have lunch?

For your first day, please ensure that you have cash to pay your meal.

Thereafter, with your badge you can recharge your card using a credit card (terminals available at the entrance of each restaurant).



To activate the badge you must go to the **W1 Restaurant** (refer to the downloadable & printable site map).

A “Paul” bakery is located near the P2 parking. To see the restaurants location please refer to the downloadable site map.



Other information

- The Work Council
 - Accueil des Villes Françaises
 - Checklist
-

Work Council

<http://ce-airbushelicopters.com>

The screenshot shows the website's home page with a blue and green color scheme. At the top left is the logo for the 'COMITÉ D'ÉTABLISSEMENT AIRBUS HELICOPTERS'. The main heading reads 'Bienvenue sur le site du Comité d'Etablissement d'Airbus Helicopters Marignane'. Below this, a green circular area contains the following text: 'Vous êtes en lien direct avec toute la vie de votre CE : activités sociales et culturelles, services, actions et animations. Découvrez ce qui est mis en oeuvre, ce qui est fait pour vous accompagner ainsi que votre famille tout au long de l'année.' and 'Vous faciliter l'accès à l'information, être à vos côtés au quotidien, répondre à vos attentes, telle est la volonté de votre CE.' Below the text is the name 'Votre Comité d'Etablissement Airbus Helicopters Marignane'. On the right side, there is a 'Première Connexion ? Cliquez ICI' button and a login form with fields for 'Identifiant' and 'Mot de passe', a 'Connexion' button, and links for 'Mot de passe oublié ?' and 'Identifiant oublié ?'. The background features a blue and green pattern with a photo of a family and a helicopter.

Accueil des Villes Françaises:



You're coming from another division ?

You're moving to a new region ?

You would like to discover your new environment ?

<http://avf.asso.fr>

Check-list to be ready for your 1st day

Ask yourself

Do I have all the information needed once I arrive at the site?



Challenge yourself

Do I know how to reach the site?



Keep it simple

Have you printed the site map to ease your orientation?



Good luck and see you soon