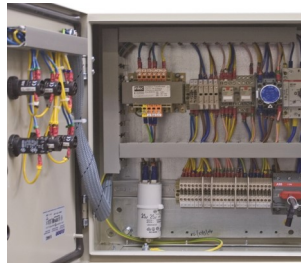




WELCOME TO CEMA

***Your Partner in
Control & Automation***

Making Your Visit As Enjoyable As Possible



ISO 9001
ISO 14001
OHSAS 18001



APPROVED CONTRACTOR



CEMA Ltd, Pintail Close, Victoria Business Park, Netherfield, Nottingham NG4 2SG

CEMA Ltd operates in a relaxed, friendly yet very professional environment and we hope that you will find your visit to be both productive and successful.

To ensure that you have as much information as you need, both in finding us and in what to expect when you arrive, we hope that you find this publication to be informative and helpful.

Graeme Morley
Managing Director
CEMA Ltd

REACHING CEMA

If you plan on driving to CEMA Ltd, we recommend that you visit our website: www.cemaltd.co.uk for a link to Multimaps® route planner, under Contact Us / View larger map / Directions.

But do please note that the approaches to and from Nottingham can be very busy at peak times and so we suggest that you allow additional time for your journey above that shown in the various route planners available, particularly during these periods.



Remember:
SATNAV doesn't always know best!

TRAVELLING FROM THE SOUTH

If travelling from the south, we suggest a slightly longer but quicker route. Exit M1 at Junction 21A then via the A46, A6097 and A612. Having passed through Burton Joyce you will soon reach the Colwick Loop Road, leading you to the combined Victoria Retail / Victoria Business Park, which is accessed by an easily identifiable slip road to the left. Remain in the inside lane and take the 2nd exit at the roundabout. At the next roundabout, take the 3rd exit onto Drake Road and continue on to the intersection (Royal Mail sorting office to your right). Turn right on to Pintail Close (careful, SATNAV may advise turning left) and the main CEMA building (image above) can soon be seen.

TRAVELLING FROM THE NORTH

If travelling from the North, we suggest using the M1 to Junction 31, A57 (Worksop), then B6034 (Netherpton), A616, A614, A6097 and finally A612. Having passed through Burton Joyce, follow directions as above.

TRAVELLING BY TRAIN

Upon arrival at Nottingham Railway Station your best option will be to hail a cab at the nearby Taxi Rank on Trent Street. Busses are available from Nottingham to Netherfield but the closest bus stop will be a likely 10 –15 minute walk away.

TRAVELLING BY AIR

On arrival at East Midlands Airport, you will have the option of hiring a car, taking a taxi, or boarding the Nottingham Skylink which is a fast and reliable bus service into Nottingham. If using Skylink, alight as close to the Victoria Centre as possible (the driver will advise in this respect). You will then need to take a local bus to "Racecourse and Netherfield". The stop is outside the Wilkinson store on Lower Parliament Street. Returning to Nottingham from CEMA by bus, note that you will alight at the same stop, on the same side of the road, from which you boarded the outbound bus.

PARKING AT

CEMA LTD



CEMA Ltd has several bays reserved for visitor parking within the grounds of the Main Office on Pintail Close. If, however, they have already been taken upon your arrival, then do please accept our apologies and park in any other spare bay available. Should it transpire that there are no free bays, alternative parking may be available in the grounds of the CEMA Production building, reached by turning left on exiting the main building and continuing along Pintail Close and through the gates directly in front of you. If no space there, then kindly park on Pintail Close, avoiding all white line areas.

A small number of parking spaces in the Main CEMA building car park are reserved for disabled visitors. If you have special needs in accessing the building, then please advise before your visit and we will reserve a disabled bay for you and provide assistance, if required.



RECEPTION AREA

Our normal hours of work for non-technical staff is 08:30 to 17:00, Mondays to Fridays.

On arrival at Reception please present to our Receptionist and sign in, having first asked for your contact by name. Upon signing-in, you will be requested to review our Health & Safety requirements for visitors, which you will access via the Computer Console. Your contact will by then be down to meet with you and introduce you to colleagues (or other visitors) involved in your dealings with us, as appropriate.

FIRE ALARM

Our Fire Alarms are tested weekly and fire drill evacuations are randomly carried out throughout every year. The Receptionist will advise you if the fire alarm is to be tested on the day of your arrival. If this is the case, the bell will be rung for *circa* 20 seconds.

Please ensure to remain in the presence of your contact during the course of your visit, with the exception, of course, for comfort breaks.

VISITOR MUSTER POINTS

Main Building: On the pavement adjacent to the main gate (facing the Morrisons supermarket). You, together with staff will then be checked by a Fire Warden.

Production Building: On pavement outside Production Building main gate.

In the event that you are involved in an evacuation, you will be escorted back into the appropriate building by your CEMA contact, when safe to return.

SMOKING POLICY

CEMA Ltd operates a strict No Smoking Policy that, within all CEMA buildings, also applies to electronic cigarettes. External smoking shelters are, however, provided within the grounds. Please ask your CEMA contact, or at Reception if you require directions to these locations.

ACCESS TO THE INTERNET

Throughout the Main CEMA Building and in the Production & Test Departments we provide access to the internet. Passwords will be provided upon request to your CEMA contact person or Reception staff. Though we take great care to provide internet connectivity, we cannot guarantee a virus-free connection. If using our system, ensure that your own protection is active.

We also provide a hot-desking facility.

LUNCH & REFRESHMENTS

Complimentary lunch is provided for customers; please advise any dietary requirements that you may have. Light refreshments are also provided throughout your time with us.



LOCAL ACCOMMODATION

Jury's Inn	Waterfront Plaza, Station Street, NG2 3BJ	Tel: 0115 901 6700; Fax: 0115 901 677
Premier Inn	Isle Site, London Road, NG2 4UU	Tel: 0870 990 6574; Fax: 0870 990 6575
Days Hotel	17-31 Wollaton Street, NG1 5FW	Tel: 0115 902 8000; Fax: 0115 902 8080
Rutland		
Square Hotel	St. James Street, NG1 6FJ	Tel: 0115 941 1114; Fax: 0115 941 0014
Park Inn	Mansfield Road, NG5 2BT	Tel: 0115935 9988; Fax: 0115 924 5227
Express		
Holiday Inn	7 Chapel Quarter, Chapel Bar, NG1 6GS	Tel: 0115 941 9931; Fax: 0115 941 5764

LOCAL RESTAURANTS



Sinatra	8-16 Chapel Quarter, Chapel Bar, NG1 6QJ	Tel: 0115 941 1050
The Fat Cat's Café	Unit 11 Chapel Quarter, Chapel Bar, NG1 6RJ	Tel: 0115 947 5044
Loch Fyne	17 King Street, NG1 2AY	Tel: 0115 988 6840
Le Mistral	2-3 Eldon Chambers, Wheeler Gate, NG1 2NS	Tel: 0115 941 0401
La Tasca	9 Weekday Cross, NG1 2GB	Tel: 0115 959 9456
Miles From Delhi	Maid Marian Way/Mount Street, NG1 6HE	Tel: 0115 947 5111

SPECIALIST PRODUCTS AND SERVICES FOR THE WATER UTILITIES INDUSTRY



CEMA Ltd

**Pintail Close, Victoria Business Park
Netherfield, Nottingham NG4 2SG
Tel: 0115 940 3532; Fax: 0115 940 3534
Email: sales@cemaltd.co.uk
Web: www.cemaltd.co.uk**