

Safety Management System

instruction Feb 11th, 2019



Introduction

- Purpose of this presentation is to get familiar with the Safety Management System from the point of view of
 - instructor
 - student
 - stakeholder
- Aspects for FlightLevel B.V. management are not discussed in detail.

Safety Policy Statement

As the Representative of the DTO it is my responsibility to ensure the safety of all our operations and services.

I will ensure that adequate resources and training are provided to manage safety effectively.

We encourage all our staff, instructors, students and stakeholders to report safety events or potential hazards however insignificant they may consider them at the time.

We have an open reporting culture that encourages free and frank reporting through a just culture. We strive to achieve:

- An accident free environment
- An effective safety management system and continuous improvement
- Full compliance with the statutory national and international regulations that apply to us.

These objectives are for the benefit of the DTO, its staff, instructors, students and stakeholders. To this end we have a shared responsibility to achieve these aims.

Safety is everyone's responsibility.

Signed by Representative of the DTO FlightLevel B.V.

Document Structure

1. **Goals**
2. **Roles & Responsibilities**
discussed: Instructors, Students and stakeholders
3. **Documentation, publications and materials**
not discussed in detail
4. **Safety management Process**
all discussed, except Safety risk Assessment Sheet details
5. **Change management**
not discussed in detail
6. **Safety assurance**
not discussed in detail
7. **Emergency response plan**
Basic background discussed

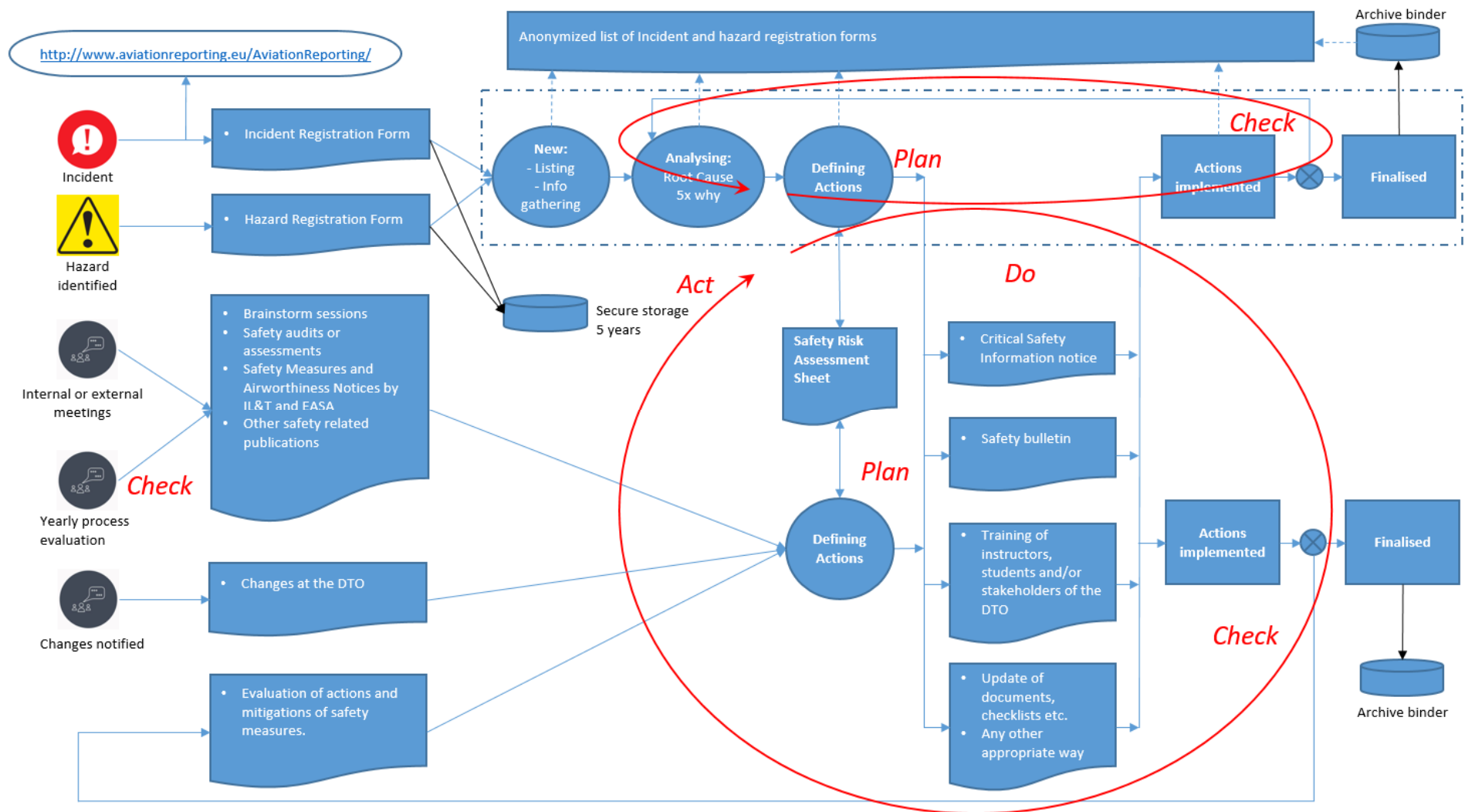
Goals

- The goals of the Safety Management System are:
 - Avoid accidents
 - Improve safety
 - Increase knowledge on safe operations
 - Encouraging a culture where reporting safety issues is for learning and improving on safe operations, not for blaming individuals.

Roles and Responsibilities

- Having knowledge of this Safety Policy and the Safety Management System of the DTO.
- Taking note of the safety notices on the safety notification board, newsletter, or any other means of communication.
- Reporting incidents by means of the Incident Registration Form (IRF) and reporting hazards by means of the Hazard Registration Form (HRF).
- Complying with the safety related legislation and regulations which apply at that time and with the additional rules as laid down.
- **(I:) Promoting the knowledge of the Safety Policy and the Safety Management System to the students of the DTO.**
- **(I:) Promoting safety to be 'just culture', encourages and supports people to provide essential safety related information in a non-threatening environment, but is clear about where the line is drawn between acceptable and unacceptable behavior.**

Safety management process



Input: Safety Issue identification

- As input for the Safety Improvement Process the following sources are used:
 - Data and analysis of Incident and Hazard Registration reports
 - Brainstorm sessions
 - Safety audits or assessments
 - Safety Measures and Airworthiness Notices by IL&T and EASA
 - Other safety related publications
 - Evaluation of actions and mitigations of safety measures
 - Significant changes in operation, equipment etc. of the DTO

Output: Actions and mitigations

- The actions and mitigations resulting from the analysis could be defined as a, in any combination:
 - Publication of a Critical Safety Information notice, containing critical and imminent operational measures to ensure safety.
 - Publication of a Safety bulletin, containing general safety information and findings.
 - Training of instructors, students and/or stakeholders of the DTO
 - Update of the Safety Management System document
 - Update of checklists
 - Any other appropriate way

Incident and Hazard Registration forms & reporting

- At the office of FlightLevel: paper
- At the website of FlightLevel: forms can be filled in electronically
- Process described in paragraph 4.1.1:
 - Root cause analysis
(It is very unlikely such a root cause will point to one individual)
 - Actions
 - Evaluation of effect of actions
- Any **identified hazard** should be reported with a Hazard Registration Report form.
- Any **safety related incident** should be reported with an Incident Registration Report form.
- Next to submitting an incident or hazard form, the occurrences as defined in regulation EU 2015/2018 should also be reported to the authorities Mandatory Occurrence Reporting system, e.g. via <http://www.aviationreporting.eu/AviationReporting/>

Aviation Reporting (1 of 4)

- **Air operations**

- Unintentional loss of control.
- Landing outside of intended landing area.
- Inability or failure to achieve required aircraft performance expected in normal conditions during take-off, climb or landing.
- Runway incursion
- Runway excursion.
- Any flight which has been performed with an aircraft which was not airworthy, or for which flight preparation was not completed, which has or could have endangered the aircraft, its occupants or any other person.
- Unintended flight into IMC (Instrument Meteorological Conditions) conditions of aircraft not IFR (Instrument flight rules) certified, or a pilot not qualified for IFR, which has or could have endangered the aircraft, its occupants or any other person.

Aviation Reporting (2 of 4)

- **Technical occurrences**

- Abnormal severe vibration (for example: aileron or elevator 'flutter', or of propeller).
- Any flight control not functioning correctly or disconnected.
- A failure or substantial deterioration of the aircraft structure.
- A loss of any part of the aircraft structure or installation in flight
- A failure of an engine, rotor, propeller, fuel system or other essential system.
- Leakage of any fluid which resulted in a fire hazard or possible hazardous contamination of aircraft structure, systems or equipment, or risk to occupants.

Aviation Reporting (3 of 4)

- **Interaction with air navigation services and air traffic management**
 - Interaction with air navigation services (for example: incorrect services provided, conflicting communications or deviation from clearance) which has or could have endangered the aircraft, its occupants or any other person.
 - Airspace infringement.
- **Emergencies and other critical situations**
 - Any occurrence leading to an emergency call.
 - Fire, explosion, smoke, toxic gases or toxic fumes in the aircraft.
 - Incapacitation of the pilot leading to inability to perform any duty.

Aviation Reporting (4 of 4)

- **External environment and meteorology**
 - A collision on the ground or in the air, with another aircraft, terrain or obstacle or vehicle.
 - A near collision, on the ground or in the air, with another aircraft, terrain or obstacle or vehicle requiring an emergency avoidance maneuver to avoid a collision.
 - Wildlife strike including bird strike which resulted in damage to the aircraft or loss or malfunction of any essential service.
 - Interference with the aircraft by firearms, fireworks, flying kites, laser illumination, high powered lights lasers, Remotely Piloted Aircraft Systems, model aircraft or by similar means.
 - A lightning strike resulting in damage to or loss of functions of the aircraft.
 - Severe turbulence encounter which resulted in injury to aircraft occupants or in the need for a post-flight turbulence damage check of the aircraft.
 - Icing including carburetor icing which has or could have endangered the aircraft, its occupants or any other person.

Emergency Response Plan

- In case of an incident or accident, act as a guidance for the DTO to follow.
 - Common sense
 - Quick reference
- Use the Emergency Response Plan when:
 - A plane or building of the DTO is involved in an incident or accident;
 - A person has been injured or killed in a situation which is related to the DTO activities.
- Any of the following persons can activate the Emergency Response Plan:
 - Representative of the DTO,
 - Head of Training,
 - Members of the Safety Committee
 - Instructors