

### What is Safety?

Aviation safety is the condition that affected elements are protected from hazards and risks arising in the operating environment. These affected elements may include:

- Operations personnel;
- Customers;
- Equipment;
- Environment; and
- Reputation.



### How do we help create a good safety Culture?

As our safety cultures mature, we are trying to move away from a reactive risk management strategy to proactive risk management. The **ultimate goal of aviation safety** is for iATO Aviation Services to achieve the ability to predict events and be prepared to mitigate risk scenarios whenever hazards manifest themselves. This predictive ability hinges on many factors, including:

- Top management support;
- Data collection via safety reports;
- Organising data properly; and
- Ability to decipher data on a routine basis.



### Executive Management Responsibilities

Executive Management has a responsibility under the EASA regulations to create and endorse a safety policy and ensure it is effectively maintained. Some of the ways this is recognised is in the:

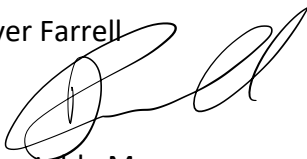
- 1) Safety Policy
- 2) Just Culture Policy
- 3) Safety Objectives
- 4) Confidential and Trustworthy Reporting System
- 5) Values and Mission Strategy

### **1) iATO Aviation Services Safety Policy**

Safety is one of our core business functions. We are committed to developing, implementing, maintaining as well as constantly improving strategies and procedures to ensure that all our aviation activities take place under an appropriate allocation of organisational resources. All levels of management and employees at iATO Aviation Services are accountable for delivering the highest level of safety. With this philosophy iATO Aviation Services is committed to:

- Safety management by use of all appropriate resources that will result in an organisational culture which fosters safe practices and will encourage effective safety reporting through all levels of communication.
- Ensure that safety management is a primary responsibility of all managers and employees;
- Clearly define to all personnel that they are accountable and responsible for the safety management of the organisation and the enactment of our safety management system;
- Establish and operate hazard identification as well as risk management processes which including a hazard reporting system in order to eliminate or mitigate the safety risks and hazards resulting from our operations.
- Ensure that no action will be taken against any employee who discloses a safety concern through the hazard reporting system unless such disclosure indicates beyond any reasonable doubt that gross negligence or a deliberate and wilful disregard of regulations or procedures has occurred.
- Comply with and wherever possible exceed legislative regulatory requirements and standards.
- Ensure that sufficient trained human resources are available to implement safety strategies and processes.
- Ensure that all staff are provided with adequate and appropriate aviation safety information and training. Department members should only be allocated tasks that are commensurate with their skill level.
- Establish and measure our safety performance in perspective of realistic safety performance indicators as well as safety performance targets.
- Continually improve our safety performance through continuous monitoring and measurement. Perform regular reviews and adjust the safety objectives as needed.

Denver Farrell

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Accountable Manager

### **2) Just Culture Policy**

iATO Aviation Services is committed to operating with the highest safety standards. In order to achieve this, it is imperative to have uninhibited reporting of all incidents and events that may compromise the safe conduct of our operations. With this in mind, every employee is responsible for communicating any information that may affect the integrity of safety within the business. Such communication shall be completely free from any form of reprisal. The only purpose of event reports is to facilitate accident and incident prevention and in no way aimed to determine fault or responsibility.

iATO Aviation Services will not take disciplinary action against any employee who discloses an incident or occurrence involving safety. Naturally this policy does not apply to actions which have been proven beyond doubt as illegal acts or acts of deliberate or wilful disregard of the applicable regulations and procedures.

Our method of collecting, recording, and disseminating information obtained has been developed to protect, to the extent permissible by law, the identity of any employee who provides safety information.

I urge you to use our safety management system to help iATO Aviation Services become both a leading provider in flight training, whilst at the same time maintaining the highest level of safety for our flight operations, customers, and employees.

Denver Farrell

A handwritten signature in black ink, appearing to be 'D Farrell', written in a cursive style.

Accountable Manager

### 3) Safety Objectives

The focus is implementation of safety and not the imposition of punitive measures. In order to achieve this desire, iATO Aviation Services has established the following safety objectives:

- **Promote** - Advocate a positive safety culture for all employees and students. Encourage people to actively participate in the system and recognise that safety is paramount.
- **Report** - Ensure all employees and contractors are aware of their responsibility to report any occurrence/hazard/safety event/incident to the safety department. To maintain a structured and practical method to enable a successful reporting culture.
- **Identify** - Manage risk and hazards to as low as reasonably practical (ALARP) level. Audits, safety data evaluation and direct feedback will identify risk which will be mitigated appropriately. Risk management will evaluate policy and proposed operational changes.
- **Drive** - Measure and monitor safety performance.
- **Develop** - Enable an active change management policy to help mitigate risk and increase safety.
- **Improve** - Monitor performance and utilise regular management meetings to identify areas of improvement.





#### 4) Reporting System

iATO Aviation Services operates a confidential reporting system where personnel are actively encouraged to report any issues they see as potential hazards, or report anything that they feel may improve the overall organisation.

The safety reports are available for download on the website ATO Safety portal at [www.iatoas.com](http://www.iatoas.com). These reports can be downloaded and sent to the Safety Manager at [safety@iatoas.com](mailto:safety@iatoas.com).

**REMEMBER IT IS YOUR DUTY TO REPORT ANY INCIDENTS THAT HAVE HAPPENED OR HAZARDS THAT YOU THINK WILL HELP IMPROVE THE ORGANISATION!!!!**



### 5) The Organisation – Vision, Mission, Values and Strategy

- we provide a wide range of training services, including the delivery of type rating training through our approved ATO;
- we strive for highest standards in safety performance and aviation training; and
- focus on professional, honest, and friendly relationships with customers and ensure confidentiality at all times.
- we are constantly innovating our services, taking the smallest detail into account in our pursuit of excellence and perfection.

### Responsibilities – Your Role as an iATO Aviation Services Personnel and Contractor

All personnel must be aware of their responsibilities whilst working for iATO Aviation Services.

**You are encouraged to remain focused throughout the course of your duties, reporting any safety concerns, or anything else you feel violates safe operating procedures, through the appropriate channels.**



**Further Reading:** Organisation Management System Manual, Specific Operations Manual

**References:** EASA Aircrew Regulations (EU) No. 1178/2011 as amended.