



# SAFETY JOURNAL 1ST QUARTER 2021

## DO YOU KNOW?

Some of the common occurrences/hazards faced by us during our operations are summarised below with a view to refresh our memory. It is hoped that these points would not recur due to our preventative actions taken up.

### Common to All Departments

- To enhance our safety reporting culture, we encourage reporting of safety concerns by any means like OORs, Hazard Reports, emails, SMS, Whatsapp or oral communication with Safety Office. Responsible Managers of the Departments are also encouraged to implement similar practice.
- Confidential reporting is also available if you do not wish to publicise your details. Such confidential reports are dealt by Manager Safety and your details are kept personally with him.
- Anonymous reporting is generally not encouraged since we cannot contact you for any details required to address the safety concern effectively and also to give you a feedback on the actions taken.
- It is the individual's responsibility to ensure that he (she) undergoes required trainings (medical fitness examinations) etc., in time to maintain their currency of licence/rating/authorisation. NAC airside Red card, PX identity Card, passports, where applicable, are few such examples. Departmental coordinators/administrators are the second lines of defence towards this process.
- No work is completed till paperwork is completed. Ensure that you have completed the documentation of your work done correctly and completely, where applicable. Load sheets, NOTOCs, AJTLs, security checks, pre-flight cabin search etc are a few examples.
- On completion of a training or authorisation, please obtain and keep a personal copy, where applicable.
- CASA PNG has recently introduced a requirement that CASA compliance matrix is required to accompany any proposal for change of controlled manuals approved by them. Hence, the same needs to be forwarded along with the DCR to Document Production Control Department. This matrix also helps the Department to maintain and keep track of any changes or additions/deletions to Rules.
- IOSA compliance matrix also helps in a similar manner.
- Safety Management System calls for risk assessment and mitigation to be done as a part of Change Management. Safety Department not only assigns unique Risk Assessment registration number but also acts as coordinator, facilitator or guide in the RA process. Hence, please keep the Safety Office informed about any proposed changes like introduction of new aircraft, port, route, charter, new equipment or a new service provider or a new or revised procedure like shift pattern etc.,
- IOSA ISARPs call for a process by which we define the technical/qualitative requirements of a product being procure/acquired and to record acceptance of such product against the requirements. This

process helps in quality assurance of the product being purchased.

### Ground Ops

- We know the consequences of allowing/ignoring the carriage of more than once cabin bag or a bag weighing more than 7 Kgs.
  - ◊ Boarding/deplaning and settling of passengers in the cabin gets delayed
  - ◊ Cabin crew find it difficult to accommodate all such bags in overhead bins.
  - ◊ Additional carrying cost to Company in carrying such undeclared extra weights/Loss of revenue from excess collection.
  - ◊ Last but not the least, safety of flying is compromised because of such undeclared weight which affects the load and trim of the aircraft causing difficulties in take-off/landing.
- We know the consequences of ineligible person occupying the emergency exit row seats. This adversely affects the speed of emergency evacuation and endangers the lives of passengers and crew.
- ATC clearance is to be obtained positively prior to undertaking any towing of aircraft to ensure there is no conflicting movement of aircraft.
- Wing walkers should be deployed when towing an aircraft from congested aprons or in low visibility conditions.
- Any alteration to records handed over to PIC, like NOTOC or load and trim sheet or manifest should not be altered in your own copy but also that of PIC.

### Maintenance

- Incorrect maintenance practices lead to unsafety aircraft operations. Follow the manuals, SOPs, Task Cards, Work Packages and Rules governing the maintenance of aircraft.
- Keeping engine intakes open without covers/blankings for longer periods of time results in Foreign Object Damage (FOD) or internal damage to engine due to dry running due to windmilling.
- Keeping the static ports open for longer periods in storage/AOG condition may result in accumulation of dirt and insertion of bees causing incorrect reading of aircraft speed.

**NOTE: Safety Office would be coming up with such Journals to cover other safety aspects also in future**