

# SAFA Policy on Safety Management

*under*

## Sports Aviation Federation of Australia Constitution 2019

1. **Introduction.** This policy is titled the *SAFA Policy on Safety Management*. It is made pursuant to **clause 16** of the *Sports Aviation Federation of Australia Limited Constitution* and should be read in conjunction with that clause.

2. **Purpose.** The purpose of this policy is to state the importance of safety to the organisation and the measures the organisation will adopt/support to seek the highest levels of operational safety.

3. **Policy.** Safety is one of our pre-eminent core concerns. SAFA is committed to developing, implementing, maintaining and constantly improving safety strategies and processes. We seek to ensure that all our aviation activities take place under a balanced allocation of organisational resources, aimed at achieving the highest level of safety performance whilst meeting or exceeding national and international standards.

All levels of the SAFA, starting with the Board, the Chief Operating Officer, employees and through to each member of the company, are accountable for the delivery of this highest level of safety performance.

In support of this policy, SAFA has produced a **Safety Management System Manual**, which describes the elements of SAFA's **Safety Management System (SMS)**. All levels of the SAFA, starting with the Board and the Chief Operating Officer are accountable for the delivery of the requirements of the **Safety Management System Manual**.

The SAFA's commitment is to:

1. Champion an organisational culture that fosters safe practices, encourages effective safety reporting and communication, and actively manages safety as the highest priority.
2. Enforce the management of, and compliance with safety, as a primary responsibility of all managers, employees, volunteers and members.
3. Establish and operate hazard identification and risk management processes, including a hazard reporting system, in order to eliminate or mitigate the safety risks of the consequences of hazards resulting from our operations or activities to a point which is as low as reasonably practicable (ALARP).
4. Ensure that no action is taken against any employee or member who discloses a safety concern through the hazard reporting system.

5. Ensure that action is taken when investigation indicates, beyond any reasonable doubt, that an illegal act, gross negligence, or a deliberate or wilful disregard of regulations or procedures has compromised safety.
5. Comply with and, wherever possible exceed legislative and regulatory requirements and standards.
6. Seek to ensure that sufficient skilled and trained human resources are available to implement safety strategies and processes.
7. Seek to ensure that employees and members have adequate and appropriate aviation safety information and training, are competent in safety matters, and are only engaged with tasks in line with their skills and qualifications.
8. Establish and measure our safety performance against realistic safety performance indicators and safety performance targets.
9. Continually improve our safety performance through management processes that ensure that relevant safety action is taken and is effective.
10. Seek to ensure that externally supplied systems and services, to support our operations, are delivered, and meet our safety performance standards.
11. Implement an effective SMS that is integral to all our aviation activities.
12. Minimise the risks associated with aircraft operations to a point that is as low as reasonably practicable / achievable.
13. Through our safety strategies, training, resourcing, reporting and our currency with emerging safety trends and broad community standards, develop and commit to a culture of continuous improvement in all things safety.
14. **Review Frequency.** This *Policy on Safety Management* shall be reviewed not less than once every two years, or in the six month period after the establishment of the board following a General Election.