

## **AIA SAFETY COMMITTEE (SAC) FAQ'S**

### **What is the Safety Committee?**

It is a platform for AIA members to raise, discuss and determine proactive, efficient and economical solutions to issues related to aviation safety. For example:

- Finding solutions for introducing and implementing SMS for its members at a reasonable cost
- Finding ways of addressing issues such as criminalization of aviation

### **How often will the SAC meet?**

The SAC will meet at least once a year during the AIA conference. They may meet more than once a year with the agreement of the members.

### **Who can attend SAC meetings?**

Staff members of all AIA member organisations can attend Safety Committee meetings. All attendees will have observer status except for the nominated SAC Members

### **Who can participate in SAC meetings?**

Each AIA member organisation will nominate an individual as a Member of the SAC. Only a Member has voting and full participation rights.

### **How will Members be nominated for the first SAC meeting in July 2009 at Blenheim?**

AIA will ask each member organisation to nominate a Member for the SAC. The nominations will need to reach Maurice Manttan no later than 03 July 2009.

### **How will the AIA office support the SAC?**

Bob Feasey will act as the secretary to the SAC and will be a member of the SAC Steering Committee. He can be reached at [bob.feasey@aia.org.nz](mailto:bob.feasey@aia.org.nz)

### **What is the SAC Steering Committee?**

The SAC Steering Committee (SAC SC) will consist of one member nominated by each AIA division.

The SAC SC will be responsible for implementing the work programme confirmed at each SAC meeting and for keeping the members informed

### **How will the SAC Steering Committee implement the work programme?**

The SAC SC will implement the work programme through working groups formed by volunteers from the members.

### **What will happen at the first SAC meeting in July 2009 at Blenheim?**

The SAC SC, nominated to commence this initiative, met on 29 April 2009 and approved the terms of reference. They have also prepared an agenda. Both these documents will be circulated to all AIA members in advance.

SAC members will need to approve and ratify the SAC terms of reference, and approve the Steering Committee, at the SAC meeting in July. This will be followed by the IRM and the remaining agenda items.

The Steering Committee members are:

Ashok Poduval Flight Training Division

Don McCracken Engineering Division

Toby Clark Helicopter Division

Joe Cave Agricultural Aviation Division

### **What is the IRM?**

The IRM, or Incident Review Meeting, is a part of the Safety Committee of AIA and is an agenda item at every SAC meeting. It is a forum for the confidential exchange of information among safety professionals from the AIA.

Formal accident/incident reports often do not provide the story behind the story. The IRM is designed to facilitate a just culture environment where valuable information can be exchanged without jeopardy. It is a venue that will enable aviation professionals to discuss experiences, openly and freely, with the sole objective of enhancing safety. The key is confidentiality, which is strictly maintained at the IRM through control of the attendees.

### **What kind of presentations or briefings can be made at the IRM?**

Any occurrence, incident, accident or event that could be of interest, or could provide value, to the aviation industry should be presented at the IRM. This includes, but is not limited to:

- Follow up and "lessons learned" from accidents where the formal accident investigation report has been released
- Occurrences or incidents that may not have been formally reported but has value in safety risk management
- Any initiative, project or procedure that has proved successful in mitigating risk

### **How does the IRM work?**

1. All members will be invited to express interest, in writing, to provide a presentation or briefing. The request will be made on a prescribed form.
2. The expression of interest must reach AIA at the latest by 03 July 2009 for the SAC meeting in Blenheim
3. The duration of each presentation or briefing should not be more than 20 minutes
4. Closed sessions can be requested if external observers (non-AIA members) are required to be excluded

Full details are provided in the IRM guidelines