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Corporate Manual 1 GENERAL POLICIES AND RESPONSIBILITIES

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1.1 Amapola Safety Policy

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As the Accountable Manager for Amapola, I do recognise the importance our Management System and its proactive and systematic methods has in improving towards the highest safety standard reasonably possible. Safety is enforced as one of the primary responsibilities of all managers and I support all efforts to this effect and therefore, Safety must never be subordinated any other decision or function within Amapola.

It is of utmost importance and the duty of all managers and employees of Amapola to ensure compliance with applicable legislative and regulatory requirements, regulations and procedures in all locations where operations are conducted. It is equally important to learn from others, to promote safety issues and the safety policy and employ best practices and human factors principles where possible. All employees have clearly defined accountabilities, responsibilities and authority to ensure that this is achievable

To support and ensure a safe operation it is equally important to maintain the aircraft to the manufacturers specifications and the design approval holder at all times, recommendations as applicable, taking into account specific operational needs such that the aircraft can be airworthy, reliably operated and finally verify that the aircraft is maintained to the company standard.

It is furthermore important that all employees, at all levels understand, implement, maintain and where possible improve the procedures in our Management System. Therefore, co-operation, commitment and an acceptance of personal responsibility on the part of all managers and employees is vital to the success of our Management System and is actively encouraged, this includes to support and cooperate with auditors. Furthermore, I am committed to ensuring that sufficient financial and skilled resources are available to implement our safety policy. In addition, I will ensure that externally supplied systems, products and services that have an impact upon the safety of our operations meet appropriate standards.

A fair and learning culture, Just Culture, is key to safe operations, and I will ensure that Amapola continues to enjoy a strong safety culture throughout. Under this principle all employees are required to report safety related (hazard, incident, accident, deviations from regulations) issues and encouraged to submit other reports for investigation, to cooperate and to support with compliance monitoring and investigations. This is further supported by my commitment to a just and non-punitive approach to managing error which otherwise would not have been detected in order to develop and maintain a culture of mutual trust, respect and open reporting of all incidents and occurrences. This commitment will not apply to acts of willful misconduct or gross negligence, whereby the company reserves the right to take action.

The procedures, organisation and arrangements in the various operations manuals supporting this safety policy statement give a rationale for decision making for employees at all levels. This enables safe, cost effective and consistent solutions which further strengthens and continually improves our safety performance and minimize the risks associated with aircraft operations to a point which is as low as reasonably practicable and achievable.

The following 4 Golden Rules are communicated within the organization:

- 1. We **comply** with all applicable laws, regulations, standards and procedures
- 2. We **intervene** whenever we observe an unsafe or non-compliant act and **report** unsafe or non-compliant situations.
- 3. We learn from our mistakes and share best practises in order to improve our safety and compliance.
- 4. We apply a fair, learning and Just Culture.