

## Safety Policy

### 1. Rationale

This policy is the means whereby RAAus states its intention to maintain and, where practicable, improve safety levels in all its activities and to minimise its contribution to the risk of accidents as far as is reasonably practicable.

Safety is one of our core business values and functions. This policy outlines our commitment to developing, implementing, maintaining and constantly improving strategies and processes to manage safety and to achieve the best possible safety performance for our staff and our members; meeting national and international standards.

### 2. Definitions

<b>AM</b>	The person occupying the position of Accountable Manager, who also holds the position of CEO in RAAus.
<b>CEO</b>	The person occupying the position of Chief Executive Officer.
<b>Board</b>	RAAus' governing body, elected from the membership.
<b>Leadership Team</b>	Senior management team as per the organisation structure.
<b>RAAus</b>	Recreational Aviation Australia Limited.

### 3. Scope and Application

This policy applies to all members within RAAus including all levels of management and all staff who are responsible for delivering the highest level of safety performance, starting with the Accountable Manager (AM) and all Board members.

### 4. Policy Statement

#### 4.1 The safety policy is:

- a. endorsed by the AM
- b. reflects RAAus commitments regarding safety and its proactive and systematic management
- c. is communicated, with visible endorsement, throughout the organisation; and
- d. includes safety reporting principles.

#### **4.2 The safety policy includes a commitment:**

- a. To improve towards the highest safety standards;
- b. To comply with all applicable legislation, meet all applicable standards and consider best practices;
- c. To provide appropriate resources;
- d. To enforce safety as one primary responsibility of all managers; and
- e. Not to blame someone for reporting something which would not have been otherwise detected.

#### **4.3 Senior management does:**

- a. Continually promote the safety policy to all personnel and demonstrate their commitment to it;
- b. Provide necessary human and financial resources for its implementation; and
- c. Establish safety objectives and performance standards.

#### **4.4 Our Safety Objectives include to:**

- a. develop and embed a safety culture in all our recreational flying activities that recognises the importance and value of effective aviation safety management and acknowledges at all times that safety is paramount;
- b. clearly define for all members their accountabilities and responsibilities for the development and delivery of flying safety strategy and performance;
- c. minimise the risks associated with aircraft operations to a point that is as low as reasonably practicable/achievable;
- d. ensure that externally supplied systems and services that impact upon the safety of our operations meet appropriate safety standards;
- e. report and communicate safety related statistics and initiatives to all stakeholders as appropriate;
- f. engage, facilitate and contribute to the aviation industry in relation to safety development and administration;
- g. comply with and, wherever possible, exceed legislative and regulatory requirements and standards;
- h. ensure that all members are provided with adequate and appropriate aviation safety information and training, are competent in safety matters and are only allocated tasks commensurate with their skills;
- i. ensure that sufficient skilled and trained resources are available to implement safety strategy and policy;
- j. establish and measure our safety performance against realistic objectives and/or targets;
- k. achieve the highest levels of safety performance in all our recreational activities;
- l. actively develop and improve our safety processes to continually improve our safety performance;
- m. conduct safety and management reviews and ensure that relevant action is taken; and
- n. ensure that the application of effective safety management systems is integral to all our activities, with the objective of achieving the highest levels of safety standards and performance.

## 5. Code of Professional Conduct

All RAAus employees have the responsibility to understand, implement and conform to the RAAus Code of Professional Conduct as it relates to this policy.

## 6. Responsibilities

Policy Approval:	CEO
Implementation:	CEO
Review:	Safety, Risk and Compliance Manager
Improvement:	CEO and Leadership Team

## 7. Review Schedule

This policy will be reviewed every two years.

## 8. Lapse Date

This policy is to be included in the draft Safety Management Manual. Once the Safety Management Manual becomes effective this policy will be superseded.

## 9. Meta Data

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<b>Version</b>	2.0
<b>Version date</b>	6 April 2017
<b>Type</b>	Management
<b>Approval date</b>	6 April 2017
<b>Availability</b>	All staff, Board, members on request
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<b>Responsible officer</b>	Safety, Risk and Compliance Manager

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<sup>1</sup> Nomenclature: year edited, policy number of year edited, check master policy list

<b>History</b>	This is the second version of this policy which has been established at an organisational level. Has applicability with regard to commitment of RAAus to continually improve safety within the organisation.
<b>Review date</b>	Autumn 2019
<b>Related documents</b>	Safety Management System Manual Policy on Hazard and Risk Management Hazard and Risk Management Process Policy on Change Management Change Management Process Policy on Document Review Process Operations Manual Version 7.1 Technical Manual Version 4.0
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