

***EXECUTIVE SAFETY POLICY***

***“SAFETY” AT VIRGINIA FLIGHT SCHOOL***

The concept or word “*safety*” when used at Virginia Flight School, written, spoken or implied shall mean:

*“The freedom from, or minimal exposure to, risk or harm to persons, risk or damage to property, and the preservation of resources”.*

***COMPLIANCE***

Safety is a key principle of Virginia Flight School. Ultimate responsibility for safety within the organization rests with the CEO. However it is the responsibility of each and every employee to ensure that our operations are conducted with the highest degree of safety. All stakeholders be they employees, students or service providers are to comply with the Virginia Flight School Safety Policy and Processes.

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**CHIEF EXECUTIVE OFFICER**

**DATE:.....**

**VIRGINIA FLIGHT SCHOOL  
EXECUTIVE SAFETY STATEMENT**

We, the undersigned, hereby state that, as senior management of Virginia Flight School, we affirm our commitment to flight safety as our top priority.

In this endeavor we undertake to the best of our ability:

- 1) To ensure that all operations conducted by Virginia Flight School on the ground and in the air have flight safety as the ultimate goal of these operations.
- 2) Never to allow any activity nor allow any aircraft to commence flight with the knowledge that, due to some influence under our control, increase risk – no matter how slight.
- 3) To promote flight safety as the top priority amongst our students and other pilots and persons with whom we have dealings in the flying industry.
- 4) To set an example by assuming a leading role in flight safety management through internal safety systems and reviews, external interaction by maintaining an effective safety programme.
- 5) Never to allow corporate pressure to influence the execution of tasks at the expense of safety. Safety standards will not be compromised in order "to get the job done".

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**CHIEF EXECUTIVE  
OFFICER**

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**OPERATIONS  
MANAGER**

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**CHIEF FLYING  
INSTRUCTOR**

Date.....

Date.....

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***VIRGINIA FLIGHT SCHOOL  
SAFETY VISION***

*“Create an organizational culture of absolute safety integrity and establish Virginia Flight School as the aviation industry safety benchmark”.*

***VIRGINIA FLIGHT SCHOOL  
SAFETY MISSION***

*“Ensure that safety performance levels exceed globally accepted norms by embedding safety as a core principle at Virginia Flight School”*

***VIRGINIA FLIGHT SCHOOL  
SAFETY STRATEGY***

*“Virginia Flight School will adopt a pro-active safety strategy by aggressively seeking conditions, which are indicative of emerging breaches of safety integrity. These conditions will be controlled through highly effective Safety Management System processes”.*

## ***GOALS OF THE SAFETY PROCESS***

- The commitment to a comprehensive corporate safety approach at Virginia Flight School.
- The establishment and maintenance of an effective system to ensure safety management at Virginia Flight School.
- The establishment and maintenance of an effective system to achieve safety oversight (monitoring, auditing and promoting) at Virginia Flight School.

## ***OBJECTIVES PER GOAL OF THE SAFETY PROCESS***

### **CORPORATE SAFETY APPROACH - OBJECTIVES**

- Formulate a clear safety policy including elements like Executive commitment, vision, mission goals, objectives, and strategy, including a non-punitive communication policy.
- Define roles and allocate safety accountability and responsibility within the organization at all levels.
- Promote a positive safety culture throughout the organization.
- Formally document all safety policies, principles and processes.
- Allocate relevant resources for an effective SMS.
- Support a formal internal and external safety review process.

## EFFECTIVE SAFETY SYSTEM - OBJECTIVES

- Establish mechanisms for effective risk control, such as hazard identification, risk assessment and the early detection of, and action on, any deterioration in safety performance.
- Establish effective communication channels for safety concerns to the appropriate level of management for resolution and feedback on action taken.
- Provide aviation safety training for all stakeholders.
- Benchmark against industry best safety practices to measure the safety standards and achievements of Virginia Flight School.
- Define standards for, and auditing of, asset purchases and contracted services.
- Provide for safety integrity with any organizational changes such as the introduction of new equipment, change in SOP's, new personnel, etc.
- Establish emergency response processes and simulated exercises to test effectiveness.

## SAFETY OVERSIGHT OBJECTIVES

- Establish a system for the capture of safety reports such as HAZREP's, unsafe conditions, incidents, etc.
- Establish an effective safety data recording and analysis system.
- Establish a system for the documentation of all applicable aviation safety regulations, corporate policies, safety goals and objectives, standards, SOP's, safety reports, etc and the making available such documentation to concerned parties.
  - Establish a comprehensive safety audit system with flexibility to focus on specific concerns as they arise.
  - Establish a system for the conduct and publication to relevant stakeholders of safety investigations and implementation of remedial actions.
  - Establishment of an ongoing safety promotional campaign such as regular safety awareness meetings and safety newsletters.
  - Periodic review of the SMS by an independent body.

***NON PUNITIVE POLICY***

Virginia Flight School recognizes that that the potential for errors exists even in an organization with a most effective Safety Management System. The control of errors, which will result in a high level of flight safety, is dependant on the knowledge of existence of, or potential areas for safety concern, problems, hazards and occurrences.

Virginia Flight School therefore regards the reporting of such events through mechanisms of this SMS essential in order that corrective action may be taken to prevent a recurrence and continually enhance safety.

The executive management of Virginia Flight School pledges that all reports will be treated without repercussion or reprisal from the organization.

The only exception to this is if an act is found to have had criminal intent, willful negligence or involved substance abuse.

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**CHIEF EXECUTIVE  
OFFICER**

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**OPERATIONS  
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**CHIEF FLYING  
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