

CEN23MA034

OPERATIONAL FACTORS/HUMAN PERFORMANCE

Attachment 17

Commemorative Air Force SMS Refresher Training[Excerpt]

November 22, 2023

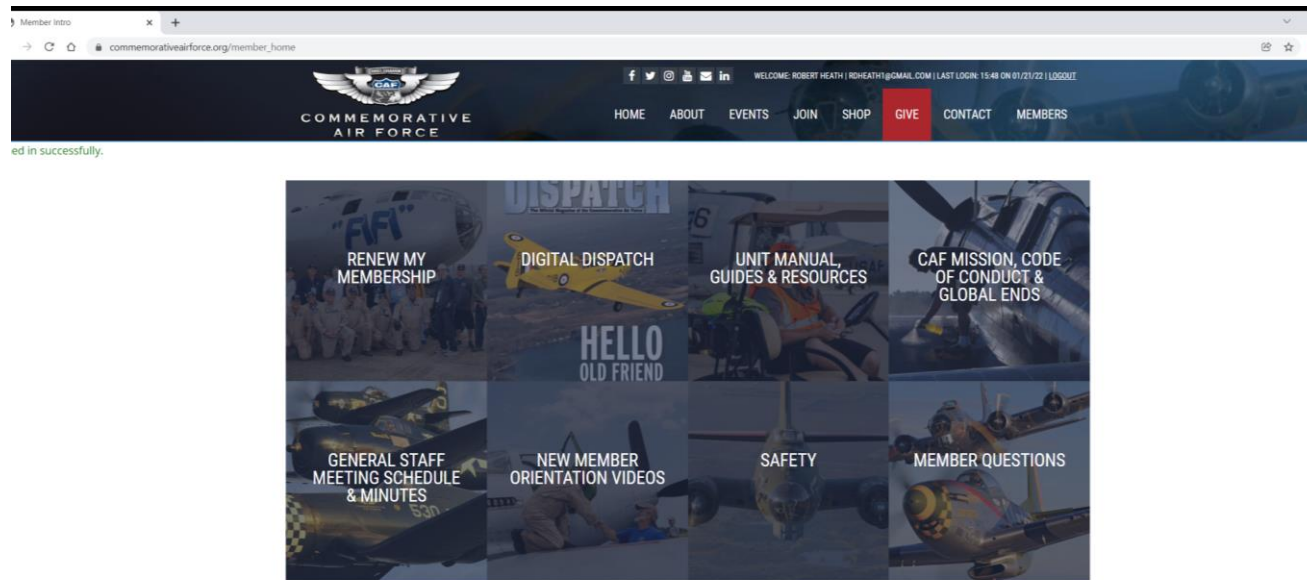


Annual Review of CAF SMS

Quick Refresher on our Safety
Management System

By Bob Stenevik
updated 2/3/2022

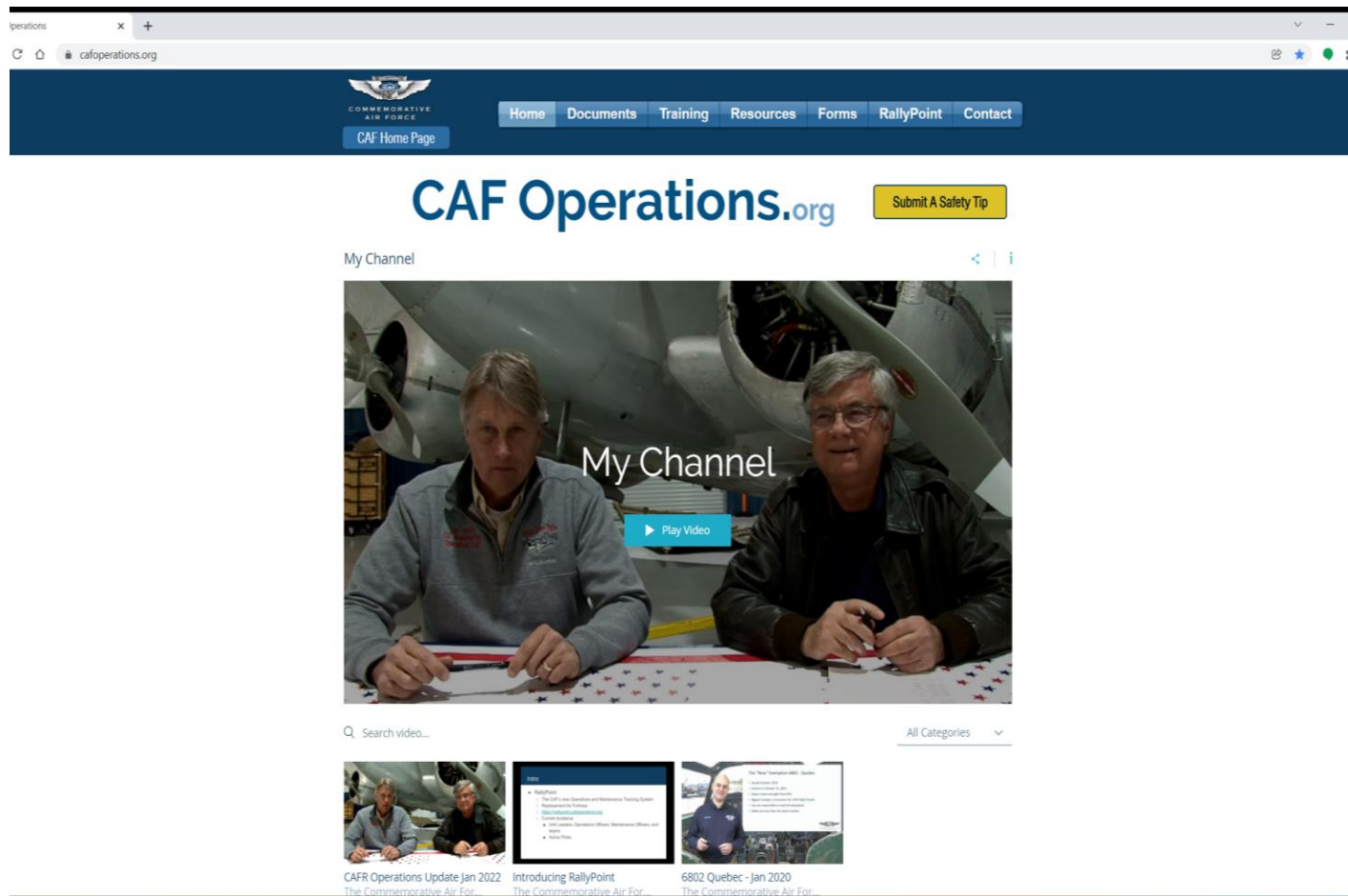
Where Can You Get a Copy of our Regulations and Guides??



Unit Guides and Manuals Only

[commemorativeairforce.org/
Members Home Page](https://commemorativeairforce.org/Members/HomePage)

Where Can You Get a Copy of our Regulations and Guides??



Current CAFR 60-1 and
CAFR 66-1 are only
available at
cafoptions.org

- Documents tab at top
- no login required

The Introduction to CAFR 60-1 and 66-1

- You can't miss the point of the introduction = it focuses on our Safety Management System (SMS)
 - It also requires a review of CAFR 60-1, 66-1, and our SMS annually
 - Why the focus on SMS?
 - Everyone needs to know the basics of our SMS to understand how most of the things we do contribute to the overall safety program
 - These 2 regulations and our Operations and Maintenance policies are important elements of our SMS
 - The good news is SMS is not a document you need to study
- (In the next few slides we'll define what a SMS is and our program)***

What is a Safety Management System?

- A comprehensive business management system designed to manage safety elements in the workplace
 - very few Policy and Procedure documents are “labeled” Safety
 - Policy and Procedures are integrated to form the management system which is focused on safety
- An SMS provides a systematic way to:
 - identify hazards
 - control risks
 - provide assurance that the risk controls are effective

What is the SMS in the Commemorative Air Force?

- We are operating with common structures and standards of Aviation Safety Management Systems (see AC 120-92B)
- We have not restructured our programs just to make them look like one of the models
 - CAF maintains the elements of a robust SMS
- ***Our SMS Guide explains how our programs and policies work together as a system***

The CAF Safety Management System (CAF Guide #11)

- The guide is the bridge to explain what we do in the terms of Safety Management System Models
- There is significant history to show management initiatives and how we came to where we are today
- The focus of the guide and this briefing is to show how our management tools fit into the four pillars of a SMS – a simple list of what we do in these areas:
 1. *Policy/Management Commitment Responsibilities*
 2. *Risk Management*
 3. *Safety Assurance*
 4. *Safety Promotion/Culture*

Policy/Management Commitment Responsibilities

- Management Commitment/Responsibility/Accountabilities
 - President/CEO's Safety Policy Letter
 - Safety Office is Chief Aviation Officer, reporting directly to President/CEO
 - Organizational history of management initiatives (see History paragraph)
- Appointment of Key Safety Personnel
 - Unit Safety Officers are mandatory
 - Safety Committees established and members listed (CAF website, member's home page, [REDACTED])
 - Unit Flight Evaluation Boards for Fit-to-Fly determinations (CAFR 60-1)

Risk Management

- Hazard identification
 - Anonymous Flight Safety/Ground Hazard Reporting program (Safety Reporting System)
 - Contact information for CAF Chief Aviation Officer is published in regulations, on the CAF Open Web site, in Flight Safety Newsletters and all electronic correspondence
 - Aircraft Mishap Report Form 603 (Aircraft Incident Report) found at cafoptions.org/forms
 - Ground Safety Mishap report (Member's site: Safety Button)

Risk Management (cont.)

- Risk Assessment and Mitigation
 - Risk assessment of day to day operations and analysis of reported risk are evaluated by the Chief Aviation Officer, the CAF Staff, and the Safety Committees. Mitigations are implemented specifically to the risk or are incorporated into CAF policies and procedures.
- Policies and procedures
 - CAF Regulations and Manuals (Member's site: Regulations and Manuals Buttons)
 - CAFR 60-1 Procedures for Flight Operations
 - CAFR 66-1 Aircraft Maintenance Policies and Procedures
 - CAFR 60-3 Drug and Alcohol Policy

Risk Management (cont.)

Safety Assurance

- Performance Monitoring /Measurement and Management of Change for Improvement
 - All reports of hazards/risk/mishaps are evaluated by the Chief Aviation Officer, briefed to the President/CEO and Staff
 - Most are solved at the unit level by their staff
 - The Chief Aviation Officer and the Director of Operations and Maintenance are Parties to FAA/NTSB accident investigations
 - Annual summaries of incidents/accidents presented at the Wing Staff Conference, published in newsletters
 - Special/one of a kind/very low frequency risk are evaluated and mitigated on a case-by-case basis either by staff, or the committees
 - Common/and likely risk are controlled with published procedures which undergo review and modification if required, twice a year

Safety Promotion/Culture

- Training and Education
 - We have training requirements for our pilots and maintenance in CAFR 60-1 and CAFR 66-1
 - There are training guides and procedure requirements for Explosive Safety (PYRO), Flight Line Safety (Marshallers) and Industrial/Ground Safety (Member's site: Safety Button)
- Communication
 - The President/CEO publishes an Organizational Safety Policy letter
 - Newsletters/Blogs are published on the CAF main Website members section
 - Safety and policy news and updates can be published in the bi-weekly "On the Fly" newsletter and in the monthly National Publication "Dispatch"

SMS Summary

- This review was quick; we just wanted you to know our policies and procedures all work together and contribute to our Safety goals
- You can read the Guide and get a larger picture of our Safety Management System