

**State Safety Programme**

**for the**

**Bailiwick of Guernsey**

**Part 2 – Safety Plan**

## Change history

Change to this document will be achieved by a re-issue of the entire document rather than by the amendment of individual pages.

<b>Issue No</b>	<b>Date</b>	<b>Description</b>
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## **Guernsey State Safety Programme**

### **Part 2 Safety Plan**

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## Introduction

This State Safety Plan is Part 2 of the Bailiwick of Guernsey State Safety Programme and is the more operationally focused part.

The purpose of the Safety Plan is to create a link between regulatory planning and the regulated organisations. This is done by providing safety objectives suitable for adoption in operators' and service providers' safety management systems (SMS) to give focus for proactive measures to improve safety. Clearly it will be up to the individual organisation to ensure that the safety objectives in their SMS take adequate account of the hazards and risks identified in relation to their own activities as well as including relevant safety objectives from the Safety Plans.

By the provision of safety objectives, the Bailiwick of Guernsey Safety Plan enables organisations to set the nature of activities to be conducted by it towards meeting the safety objectives in their individual SMS. These activities will ideally be set as tasks for managers, and in each case examples of monitoring questions are also to be provided, to be used to measure successful implementation. These activities should be quantified wherever it is reasonably practicable to do so.

In the event there is an absence of information suitable for establishing baseline performance trends or comparison data an important early activity will be to ensure that data is gathered and recorded, including safety data from routine aviation operations. Gathering further data in the process of monitoring the activities to meet the safety objectives will then enable the functioning of the SMS to be reviewed for effective implementation, and improvements to be made.

Whilst the need for more data is seen as an important factor, for example for developing better safety performance indicators (SPI) in the future, the development of an active safety culture is considered vital for the benefits of SMS to be sustained. Both of these factors are reflected in the aims and objectives of the plan.

## **The Guernsey Safety Plan**

The Bailiwick of Guernsey Safety Plan describes safety aims grouped under six major focus areas which are considered to be of central importance for improvements to be made in aviation safety. These aims are then refined to provide one or more safety objectives suitable for adoption in the service providers' safety management systems (SMS).

Not all areas have mature systems for collecting and recording data and where this is the case improvements in reporting and recording data will enable more refined objects to be set in the future.

The aims and objectives of the plan are grouped under the following 6 focus areas –

- 1 Effective Regulation**
- 2 Effective safety management**
- 3 Effective reporting systems**
- 4 Aerodrome safety and air traffic services (ATS)**
- 5 Aircraft operations**
- 6 Emergency preparedness**

## How to use the Safety Plan

- 1 Read through the plan and decide which focus areas are relevant to your own organisation.

*Note: Focus area 2 'Effective safety management' and focus area 6 'Emergency preparedness' are important for every regulated organisation; and focus area 3 'Effective reporting systems' is relevant for all.*

- 2 Include objectives from the relevant focus areas as objectives for safety improvement in your SMS.
- 3 Develop activities which you believe will result in achievement of each objective; and at the same time write the monitoring questions that you have used to respond to each objective. Design the activities and questions in terms that are measurable wherever practicable.
- 4 Be sure to include tasks for gathering and recording baseline data, and also for gathering further data to check for effective implementation.
- 5 Ensure the activities are appropriately assigned to managers, so they know exactly what needs to be done on a day-to-day basis towards achieving the safety objectives of the SMS.
- 6 Your monitoring questions should be used in conjunction with any SMS evaluation question sets you have to monitor the functioning of your SMS and to prepare for external auditing.
- 7 Review and reset your safety policy and objectives at least annually to ensure your SMS is focused on the correct areas, including any changes in the objectives set by the DCA.

## Aims and Objectives

### Focus Area 1: Effective Regulation

#### Aim

- 1.1 To ensure that the Bailiwick of Guernsey's Aviation Authority, The Director of Civil Aviation, is fit for purpose.

#### Objectives

- 1.1.1 Ensuring the independence of the Regulator.
- 1.1.2 Ensuring the effectiveness of the support system from the UK CAA and UK DfT.
- 1.1.3 Relying on best practice demonstrated by the UK for regulatory provision and rule making.

### Focus Area 2: Effective Safety Management (by operators/service providers)

#### Aim

- 2.1 To maintain and improve the overall performance of the SMS

#### Objectives

- 2.1.1 Ensure the continuing development and implementation of a fully functional SMS as part of management and working practices.
- 2.1.2 Promote the development of an active safety culture so that the benefits of the SMS are sustained.

### Focus Area 3: Effective Reporting Systems

#### Aim

- 2.1 To enable data to be used effectively in maintaining and reviewing safety objectives

#### Objectives

- 3.1.1 Encourage full and complete reporting of all accidents, incidents and potential hazards.
- 3.1.2 Encourage development of systems/databases for storage, and the investigation and follow up of reports and information
- 3.1.3 Ensure that results of analysis and trend identification are used by management and staff to improve safety.

### Focus Area 4: Aerodrome Safety and Air Traffic Services (ATS)

#### Aim

- 4.1 To improve safety in the aerodrome environment.

#### Objectives

- 4.1.1 Mitigate risks and improve overall safety.
- 4.1.2 Minimise the risks associated with short runway operations
- 4.1.3 Reduce/eliminate incidence of runway incursions and excursions. - Implementation of European Action Plan for the Prevention of Runway Incursions Edition 2 (EAPPRI 2) and implementation of European Action Plan for the prevention of Runway Excursions Edition 2 (EAPPRE 2).

- 4.1.4 Improve safeguarding of aerodrome protected surfaces and areas
- 4.1.5 Ensure fit for purpose Safety Cases are prepared and reviewed for all new equipment and made available for perusal by the DCA

**Aim**

- 4.2 To improve physical infrastructure at airports/ATS units.

**Objectives**

- 4.2.1 Continue to encourage the updating and upgrading of the infrastructure.
- 4.1.2 Ensure that ATS equipment is suitable and remains functional

**Aim**

- 4.3 To mitigate the consequence of communication failure in Air Traffic Control (ATC).

**Objectives**

- 4.3.1 Improve resilience in the systems and facilities available.
- 4.1.2 Encourage mutual support between the neighbouring jurisdictions of the Bailiwicks of Guernsey and Jersey

**Focus Area 5: Aircraft Operations**

**Aim**

- 5.1 To improve the safety of flight operations

**Objectives**

- 5.1.1 To support the endeavours of approving authorities (e.g. UKCAA) for the operation of aircraft into the Bailiwick of Guernsey area.
- 5.1.2 Maintain a good dialogue with General Aviation operators to ensure awareness of trends in safety and safety improvement.
- 5.1.3 Ensure awareness of changes to aerodrome and air traffic procedures through effective promulgation.
- 5.1.4 Ensure that the introduction of GNSS approaches is achieved in accordance with ICAO requirements
- 5.1.5 In addition to the mandatory occurrence reporting scheme the Manager Air Traffic Control should advise the DCA of any incidents that raise safety concerns. This is particularly important where some enforcement action maybe required

**Focus Area 6: Emergency Preparedness**

**Aim**

- 6.1 To ensure preparedness for different emergency scenarios.

**Objectives**

- 6.1.1 Ensure safety of operations during emergency response, and application of contingency plans if applicable.
- 6.1.2 Maintain safety of operations during the recovery phase following an emergency

## Useful Links and References

[ICAO Document 9859 Safety Management Manual](#)

[CAA Safety Management Systems](#)

CAA [Phase 2 SMS Evaluation Framework for Complex Organisations](#)

[Skybrary Aviation Safety Knowledge](#)