

Station #1: Safety Policy & Leadership

Title 14 of the Code of Federal Regulations Part 5 – § 5.21 Safety Policy Requirements:

- (a) Any person required to have an SMS under Part 5 must have a safety policy that includes at least the following:
- (1) The person's safety objectives.
 - (2) The person's commitment to fulfill the safety objectives.
 - (3) A clear statement about the provision of the necessary resources for the implementation of the SMS.
 - (4) A safety reporting policy that defines requirements for employee reporting of safety hazards or issues.
 - (5) A policy that defines unacceptable behavior and conditions for disciplinary action.
 - (6) An emergency response plan that provides for the safe transition from normal to emergency operations in accordance with the requirements of § 5.27.
 - (7) A code of ethics that is applicable to all employees, including management personnel and officers, which clarifies that safety is the organization's highest priority.
- (b) The safety policy must be signed by the accountable executive described in § 5.25.
- (c) The safety policy must be documented and communicated throughout the person's organization.
- (d) The safety policy must be regularly reviewed by the accountable executive to ensure it remains relevant and appropriate to the person.

Note: For U.S. organizations with a single pilot who is the sole individual performing all necessary functions, the following Part 5 regulatory sections for safety policy are exempted from the implementation requirements: § 5.21(a)(4), 5.21(a)(5), 5.21(c), 5.23(a)(2), 5.23(a)(3), 5.23(b), 5.25(b)(3), 5.25(c).

Example Safety Policy

[Organization Name] Safety Management System (SMS) Safety Policy & Code of Ethics Statement

Purpose

[Organization Name] is committed to achieving the highest standards of safety in all operations. We recognize that safety is fundamental to our success and to the well-being of our personnel, customers, and stakeholders. This policy establishes the framework for our Safety Management System (SMS) in accordance with ICAO Annex 19, EASA Part-ORO, and FAA Part 5 requirements, ensuring proactive hazard identification, risk mitigation, and continuous safety improvement.

Safety Commitment

[Organization Name]'s management and employees are committed to:

- Ensuring safety is the top priority in all operational and organizational decisions.
- Providing the necessary resources, authority, and support to implement and maintain an effective SMS.
- Promoting a positive safety culture that encourages the reporting of hazards, incidents, and safety concerns without fear of reprisal (Just Culture).
- Monitoring, measuring, and continuously improving safety performance.

Safety Objectives

Table 5: Example List of Safety Objectives

Objective	SMART Target	KPI / Measurement	Timeline	Owner
Reduce Loss of Control In-Flight (LOC-I) Events	Decrease LOC-I incidents by 20% vs. baseline	Number of LOC-I incidents reported in flight ops database	31 Dec 2026	Chief Pilot / Safety Manager
Improve Runway Safety Performance	Reduce runway excursions/incursions by 15%	Runway safety reports and incident logs	30 Jun 2026	Ops Manager / Safety Manager
Mitigate CFIT Risks	Achieve 95% compliance with TAWS/EGPWS and CFIT procedures	Training completion records, simulator checks, audit reports	31 Dec 2026	Chief Pilot / Training Manager
Enhance Turbulence & Weather Reporting	Increase participation in real-time turbulence reporting by 30%	Flight crew reports submitted to turbulence reporting system	30 Sep 2026	Flight Ops Manager / Safety Manager
Strengthening GNSS/Navigation Integrity	Reduce unmitigated GNSS interference reports by 25%	Internal occurrence database, GNSS anomaly reports	31 Dec 2026	Flight Ops / Technical Manager
Promote Safety Reporting Culture	Increase voluntary safety reporting by 10%	Number of hazard/near-miss reports in SMS database	30 Jun 2026	Safety Manager / HR

Roles and Responsibilities

- **Accountable Executive:** Ultimately responsible for safety performance and the provision of resources for SMS implementation.
- **Safety Manager:** Oversees SMS processes, manages safety reporting, risk assessment, and continuous improvement initiatives.
- **All Personnel:** Required to follow safety procedures, report hazards or incidents, and participate in safety programs.

Implementation and Continuous Improvement

Our SMS integrates proactive and reactive safety management:

- Safety data will be collected, analyzed, and used to drive improvements.
- Regular audits, inspections, and management reviews will ensure the SMS remains effective and compliant with ICAO, EASA, and FAA regulations.
- Training programs will maintain personnel competence and awareness of safety responsibilities.

Policy Review

This policy will be reviewed at least annually, or whenever significant operational or regulatory changes occur, to ensure continued relevance and effectiveness.

Approved By: **//Signed//**

[Name]

Accountable Executive

[Date]