



TRAINING COURSE DETAILS

## SMS for Key Staff

### INTRODUCTION

An effective SMS is an essential tool to raise the understanding that the organization faces in respect of the various risks affecting the business.

We should know that SMS is an organisational wide system, also it is incumbent on all staff to play a role in supporting the SMS to ensure it is effective, one of the key challenges is encouraging a reporting culture. For every reported event, there may be times 10 exposures which go unreported, addressing this is the key to moving forward,

This 3 day training course develops the understanding of How the SMS works and the importance of all staff to be fully involved.

In addition to share that the SMS can support the delivery of a more effective business which see's everyone ultimately benefitting.

### What people say about SAS SMS Training Courses?

"In aviation, safety is first, and it relates to almost all the organizations in an airline, it will be really helpful to become an well-organized airline."

"Very interesting to know the difference between Quality Assurance and Safety Assurance."

"From this course, we have so many knowledge and following the knowledge we will have 100 % Safety! "

### Detailed Content / Topics - The following Subjects will be addressed

#### Day 1

- Abbreviations and Definitions
- What do we mean by Safety in Aviation?
- General Introduction
- The Evolution of Safety Thinking
- Components of an SMS System
- What will SMS do for us?

#### Date

On Demand

#### Venue

#### Category

Personal Development

#### Price

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## Detailed Content / Topics - The following Subjects will be addressed

### Day 1

- What is the current Status of the SMS within our Organisation & Where are the challenges
- Understanding the responsibilities of the Safety Manager and the role of Quality Assurance (Compliance) and Safety Assurance in our Organisation
- The EASA View of SMS-Complex and Non Complex Management Systems
- SMS and IATA IOSA
- View Case Study followed by General Discussion & Debrief(Case study No 1)

### Day 2

- Safety Culture and SMS Behaviour
- SMS and Organisational Culture
- Non-Punitive Disciplinary Policies
- View Case Study followed by General Discussion & Debrief(Case study No 2)
- Managing SMS related Documentation
- The connection between Human Factors and SMS
- SMS Structure - Roles and Responsibilities
- Action Groups, Safety Review Board and the role of Safety Reps
- Gathering Data for our SMS
- The Five Fundamentals of Safety Risk Management
- SMS Risk Management - Understanding the stages of effectively managing and measuring risk

### Day 3

- Identifying Hazards
- Risk Assessment & Root Cause Analysis
- View Case Study followed by General Discussion & Debrief(Case study No 3)
- SMS Training and Education
- SMS Developments and the Management of Change
- SMS Communication Effective Marketing and Raising Awareness
- Emergency Response Plan Regulatory Requirements
- General Debrief and Questions

## Target groups

All operational employees and other relevant persons.

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# SOFEMA

Aviation services



Aviation Regulatory Experts



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## Pre-requisites

This Training assumes only a minimal understanding of the SMS requirements.

## Learning Objectives

The primary goal of this Training is to focus on the understanding of the importance of the SMS system for all Staff within your organisation.

The Training is designed to raise awareness of all organisational elements of the SMS system and to consider the various management challenges.

## Duration

3 Days – Each day will commence at 09.00 and finish at 17.00, with appropriate refreshment breaks.

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