

Unscoped DCT Report (Custom DCT)

DCT Title: SMS-Safety Communications Design Demonstration(AW)

DCT Type: National/Regional office created Custom DCT

Specialty: Airworthiness

Assessment Type: Design Assessment

Revision: 1.0 on 03/04/2015 (Released)

Summary Information

Purpose (Certificate Holder Responsibility):

Implement a process for communicating safety critical information throughout its organization to ensure that employees are aware of their safety related responsibilities.

Objective (FAA Responsibility):

Confirm through design demonstration, that the CH communicates safety information throughout its organization to its employees, including their safety related responsibilities, and other critical safety related information.

Questions	Answers	References
<p>1. Does the certificate holder demonstrate that:</p> <p style="margin-left: 20px;">#1 Safety critical information is communicated at all appropriate personnel levels; and</p> <p style="margin-left: 20px;">#2 Employees have received an explanation as to why particular company safety actions are taken (i.e., new or revised policies/ procedures or changes that impact their working conditions)?</p> <p>NOTE: The demonstration of communication and employee awareness is assessed from employee interviews and documentation. References include 14 CFR 5.93(a), (b), (c), and (d).</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121" OR "135" OR "145"), Rev. 1.0 03/10/2015, QID: 00048679, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Applicable</p>	<p>5.93; 5.97(d)</p>

<p>2. Does the certificate holder's safety communication process explain to employees, safety policies, processes, procedures and actions relevant to their responsibilities?</p> <p>NOTE: The demonstration of communication and employee awareness is assessed from employee interviews.</p> <p>Safety Attribute: Procedures, Question Type: Output Validation, Scoping Attribute: (FAR PART = "121" OR "135" OR "145"), Rev. 1.0 03/10/2015, QID: 00048682, Response Details: EP & ED DCTs (Both OP and AW), Status: Released</p>	<p> <input type="radio"/> Yes <input type="radio"/> No <input type="radio"/> Not Applicable </p>	<p>5.93</p>
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EP & ED DCTs (Both OP and AW) Response Details List (Released , 1.0)
1. Unclear procedure(s)
2. Conflicting procedure(s)
3. Used workaround(s)
4. Skipped process step(s)
5. Personnel failed to follow process (procedures, guidance, etc)
6. Procedures/guidance not available
7. Procedures/guidance not current
8. Inconsistent procedure(s)
9. Undocumented procedure(s)
10. Minor typographical error(s) (i.e. record entries)
11. Information missing
12. Communication failure(s)
13. Personnel failed to perform task
14. Process failed to meet desired outcome
15. Process oversight failure

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16. Equipment/tools not available
17. Equipment/tools not adequate
18. Equipment/tools not calibrated
19. Facilities not adequate
20. Other

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