

**Unscoped DCT Report (Custom DCT)**

**DCT Title:** SMS–Safety Policy Design Demonstration(AW)  
**DCT Type:** National/Regional  
**Specialty:** Airworthiness  
**Assessment Type:** DA  
**DCT Revision:** 2.0 on 07/13/17 (Released)

**Summary Information**

**Purpose (Certificate Holder Responsibility):** Implement a safety policy that includes the detection and reporting of unacceptable behavior and the conditions for the disciplinary action and accountability of the safety within their organization.  
**Objective (FAA Responsibility):** Confirm through design demonstration, that the implementation of the safety policy has been effectively conveyed to all employees throughout the organization.

Questions	Answers	References
<p>1 Do employees throughout the organization demonstrate awareness of their system for employee reporting of safety hazards or issues?</p> <p>NOTE: The demonstration of employee awareness is assessed from employee interviews.</p> <p>Safety Attribute: Procedures, Question Type: Output Validation,</p> <p>Scoping Attribute: (FAR PART = "121" OR "135" OR "145"), Rev. 2 7/13/2017 10:43:22 AM,</p> <p>QID: 00048615, Response Details: EP &amp; ED DCTs (Both OP and AW), Status, Status: Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Applicable</p>	5.21(a)
<p>2 Do employees throughout the organization demonstrate awareness of unacceptable safety behavior and conditions for disciplinary action?</p> <p>NOTE: The demonstration of employee awareness is assessed from employee interviews.</p> <p>Safety Attribute: Procedures, Question Type: Output Validation,</p> <p>Scoping Attribute: (FAR PART = "121" OR "135" OR "145"), Rev. 2 7/13/2017 10:43:22 AM,</p> <p>QID: 00048616, Response Details: EP &amp; ED DCTs (Both OP and AW), Status, Status: Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Applicable</p>	5.21(a)
<p>3 Do employees throughout the organization demonstrate awareness of their defined safety accountability (i.e. can they relate safety objective(s) to their job)?</p> <p>NOTE: The demonstration of employee awareness is assessed from employee interviews.</p> <p>Safety Attribute: Management Responsibility, Question Type: Output Validation,</p> <p>Scoping Attribute: (FAR PART = "121" OR "135" OR "145"), Rev. 2 7/13/2017 10:43:24 AM,</p> <p>QID: 00048617, Response Details: EP &amp; ED DCTs (Both OP and AW), Status, Status: Released</p>	<p><input type="radio"/> Yes</p> <p><input type="radio"/> No</p> <p><input type="radio"/> Not Applicable</p>	5.21(a), 5.23(a)

**Response Details List EP & ED DCTs (Both OP and AW) (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
16	Equipment/tools not available
17	Equipment/tools not adequate
18	Equipment/tools not calibrated
19	Facilities not adequate
20	Other

**Response Details List N/A Response Detail (Released, 1.0)**

1	Operator not authorized by OpSpecs
2	Equipment not equipped/authorized
3	Not applicable due to exemption, deviation, or exception
4	Not authorized by regulation
5	Not authorized by Order
6	Not authorized by Notice
7	Not authorized/recommended by Advisory Circular
8	Not authorized by Policy Letter, Legal Interpretation, or other guidance
9	Other