

2010 -ANNUAL SAFETY OBJECTIVES AND SAFETY PERFORMANCE GOALS

- 1) To facilitate and encourage all airport users, tenants, contractors and employees of the City of Salmon Arm to identify hazards associated with airport operations and facilities-

GOAL A: Receive 5 Safety Concern/Hazard Reports per quarter

GOAL B: Establish a minimum of 4 Airport Tenants on the Airport Safety Committee

GOAL C: SMS education and training provided to the Engineering and Public Works Department employees by June, 2010

GOAL D: Receive 5 Safety Surveys from the Engineering and Public works Department

GOAL E: Receive 5 Safety Surveys from the Airport-tenants/User/Seasonal Operators

- 2) To work with other district departments to design and share safety mitigation strategies that provide quality assurance and optimal service to airport customers and enhance the identity and services provided by the City of Salmon Arm

GOAL A: Establish an integrated Emergency Response Plan with the coordination of services from all City of Salmon Arm Department and the Shuswap Regional District Emergency Response Program (SEP).

GOAL B: Test the Emergency Response Plan with the coordinating services.

- 3) To manage risks to an acceptable level that will ensure regulatory compliance as a minimum standard:

GOAL A: Conduct Risk Assessment on all items that receive a score of 10 or higher on a hazard/safety concern report

GOAL B: To conduct a seasonal operational risk assessment prior to summer operations (April 30) and winter operations (October 31)

GOAL C: Airside Vehicle Operations Permit (AVOP) training review for all tenants.

GOAL D: Initial AVOP training for SMS Manager, Airport Operations Foreman-Parks and Rec. and Accountable Executive.

- 4) To establish an accessible and manageable safety reporting system

GOAL A: Further develop an electronic reporting system and database for tracking reports, trend analysis and corrective action planning.

- 5) To enhance the Safety Management System Managers skills in safety practices relevant to their area of responsibility

GOAL A: Provide Wildlife Management training to the Airport Manager

GOAL B: Provide Incident Investigation training to the SMS Manager

- 6) To promote safe and efficient operations through the management of an enhanced safety culture within the City of Salmon Arm and Shuswap Regional Airport by promotion and acceptance of a non-punitive reporting system.

GOAL A: 4 Incident Reports conducted under new model of Investigation Root Cause Analysis (1 per quarter)

BENCHMARK: How many incidents or accidents related to the airport last year?

GOAL B: Union formally accepts and promotes the non-punitive reporting policy