

**27/2008**

**Applicability: All AOC Holders**

## **SAFETY MANAGEMENT SYSTEMS ROADSHOWS 2008**

### **1 Introduction**

- 1.1 From 1 January 2009, a Safety Management System (SMS) will be required for all UK AOC Holders and the associated approved Maintenance Organisations under Part-M, Subpart G and Part-145 to comply with the relevant International Civil Aviation Organization (ICAO) Standards and Recommended Practices (SARPs).
- 1.2 Following the success of the SMS Seminar held in 2007, the CAA has decided to run a series of SMS Roadshows to provide information on the benefits of SMS to mid-level management personnel.
- 1.3 The purpose of the Roadshows is to expand on the CAA **Safety Management Systems - Guidance to Organisations** by outlining and explaining what the CAA would expect to be included in an organisation's SMS if it is to comply with the requirements. Those attending should be managers who have a responsibility for operational safety in their organisations, such as:
- AOC post holders;
  - Safety managers;
  - Quality managers;
  - Fleet managers; and
  - Maintenance managers.

Attendees should familiarise themselves with the **Guidance** in order to get maximum benefit from the Roadshow.

### **2 Registration Details**

- 2.1 Registration is free and places are limited. To book your place simply select the venue convenient for you and send an e-mail to [Department.Strategy@caa.co.uk](mailto:Department.Strategy@caa.co.uk), stating the following:
- Your Name;
- Company Name;
- Number of Places Required;
- E-Mail Address;
- AOC Number or Maintenance Organisation Approval Number; and
- Telephone Number.

### **3 Event Details**

- 3.1 The dates, locations and times of the Roadshows are listed in the table below. Contact details for the venues are available online at [www.caa.co.uk/SMSRoadshow](http://www.caa.co.uk/SMSRoadshow).

# FLIGHT OPERATIONS DIVISION COMMUNICATION - 27/2008

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Date	Location (Venue)	Times
Tues 15 July 2008	CAA Manchester Regional Office <i>(additional afternoon session available depending on demand)</i>	1000-1230
Wed 16 July 2008	Donnington Manor Hotel	1100-1330
Thurs 11 Sept 2008	Arora Hotel, Crawley	1000-1230
Tues 16 Sept 2008	Best Western Homestead Court Hotel - Welwyn Garden City	1400-1630
Thurs 18 Sept 2008	Holiday Inn Glasgow Airport	1300-1530
Tues 23 Sept 2008	Marriott Bristol Royal Hotel	1300-1530

## 4 Recommendations

- 4.1 Operators and maintenance organisations should identify whom they wish to attend a Roadshow and register them as described in paragraph 2.1.
- 4.2 Managers planning to attend one of the Roadshows should prepare themselves through familiarisation with the [Safety Management Systems - Guidance to Organisations](#).

## 5 Queries

- 5.1 Any queries regarding the Roadshows should be addressed to Liz Proctor, Airworthiness Strategy and Policy, at the following e-mail address: [Department.Strategy@caa.co.uk](mailto:Department.Strategy@caa.co.uk), or by telephone (01293 573527) or fax (01293 573976).
- 5.2 Any other queries as a result of this FODCOM should be addressed to Head of Flight Operations Policy Department at the following e-mail address: [FOP.Admin@caa.co.uk](mailto:FOP.Admin@caa.co.uk).

20 June 2008

***Recipients of new FODCOMs are asked to ensure that these are copied to their 'in house' or contracted maintenance organisation, to relevant outside contractors, and to all members of their staff who could have an interest in the information or who need to take appropriate action in response to this Communication.***

**Review FOP(C) October 2008**