

# WELCOME TO ICAO Safety Management Systems (SMS) Course



# Safety Management Systems (SMS) Course

## Module N° 1 – SMS course introduction

# Objective

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- ❖ *To introduce ICAO course instructors and participants*
- ❖ *To introduce the course goals, concept, contents and structure.*

# Outline

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- ❖ Part I – *Presentation of ICAO course instructors and participants*
- ❖ Part II – *Course goals, concept, contents and structure*
- ❖ Part III – *Administrative information*
- ❖ Part IV – *Evaluation procedures*



SMS course introduction

# Part I – Presentation of ICAO course instructors and participants

# ICAO course instructors

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# Introduction of participants

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## ❖ The 5 W's

➤ **Who** are you ?

- What is your preferred name in class?

➤ **Where** do you work?

➤ **What** is your job title, and

➤ **What** are your main responsibilities?

➤ **Why** are you attending this course?

- Please define your expectations



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## Part II – Course goals, concept, contents and structure



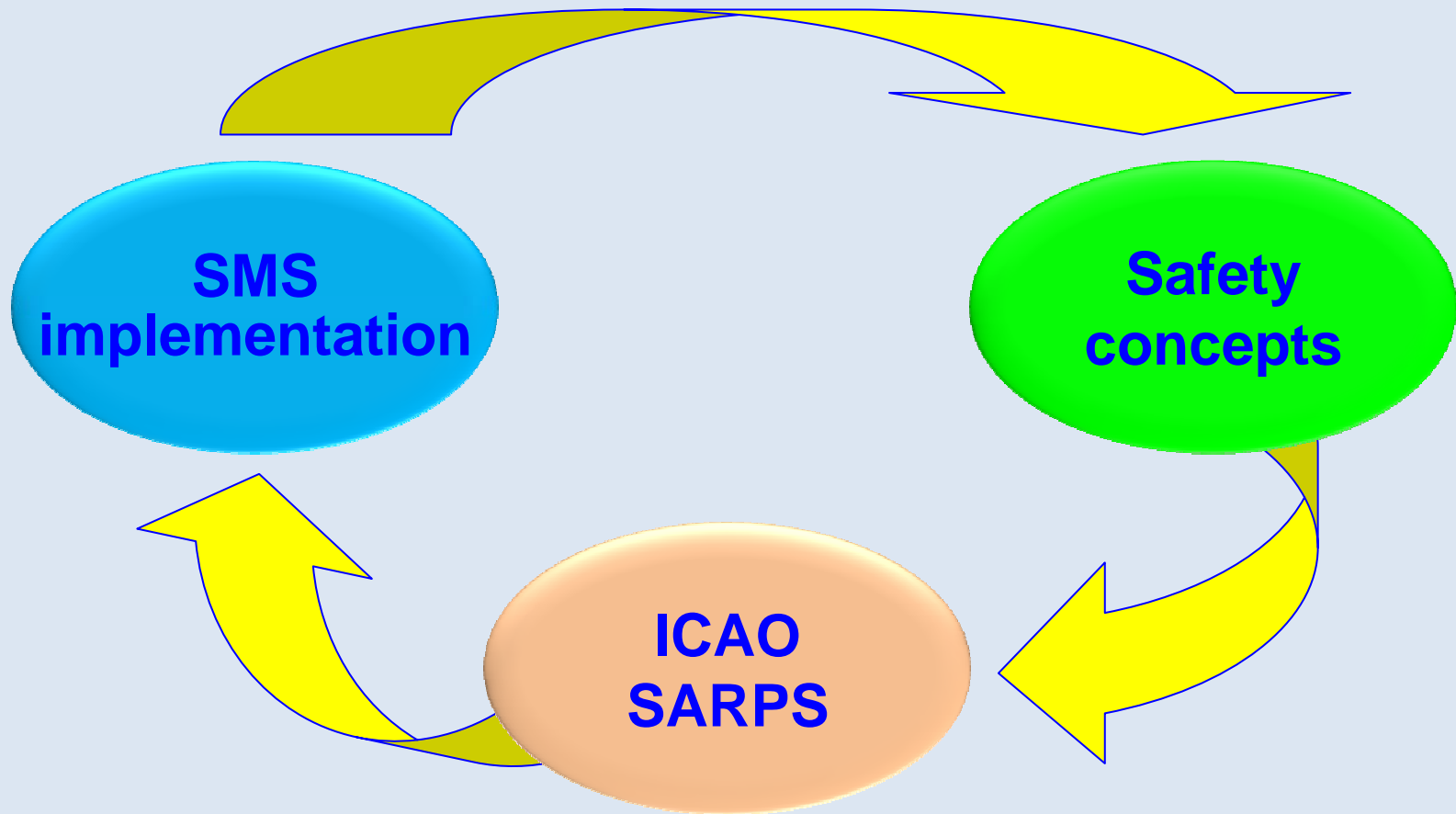
# Course goals

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- ❖ The goals of the ICAO Safety Management Systems (SMS) Course are to:
  - provide participants **knowledge of safety management concepts** and ICAO Standards and Recommended Practices (SARPs) on safety management in Annexes 6, 11 and 14, and related guidance material; and
  - develop participants' knowledge **to certify and oversee** the implementation of key components of an SMS, in compliance with relevant ICAO SARPs.

# Course concept

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# Course contents

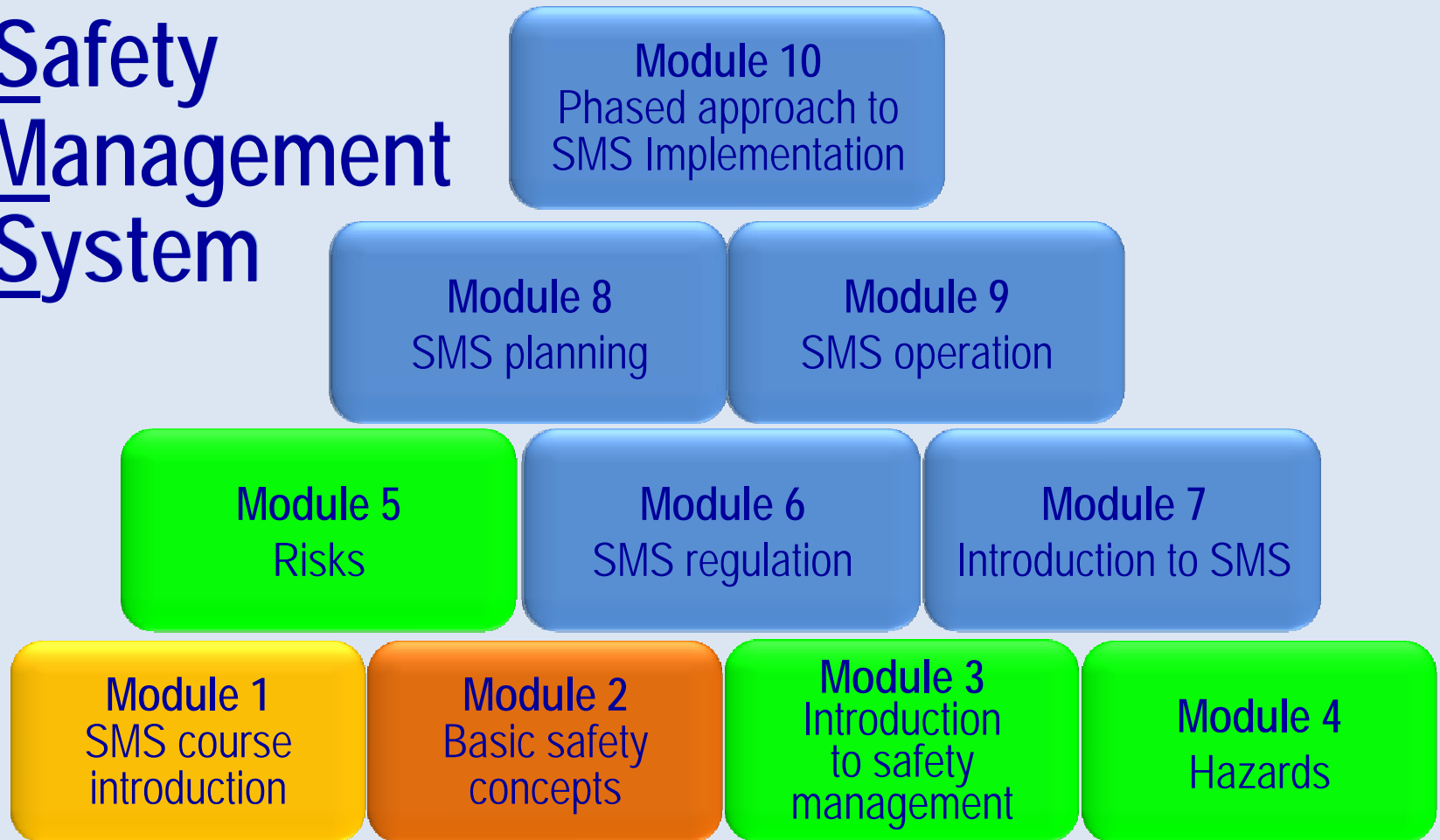
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- ❖ *Module 1* – *SMS course introduction*
- ❖ *Module 2* – *Basic safety concepts*
- ❖ *Module 3* – *Introduction to safety management*
- ❖ *Module 4* – *Hazards*
- ❖ *Module 5* – *Risks*
- ❖ *Module 6* – *SMS regulation*
- ❖ *Module 7* – *Introduction to SMS*
- ❖ *Module 8* – *SMS planning*
- ❖ *Module 9* – *SMS operation*
- ❖ *Module 10* – *Phased approach to SMS Implementation*

# Course structure

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## Safety Management System



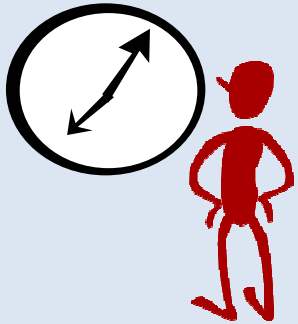


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## Part III – Administrative information

# Housekeeping

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Punctuality



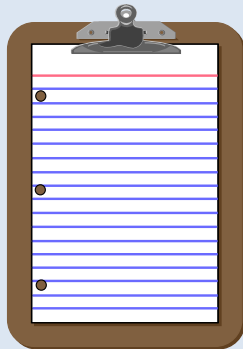
Participation



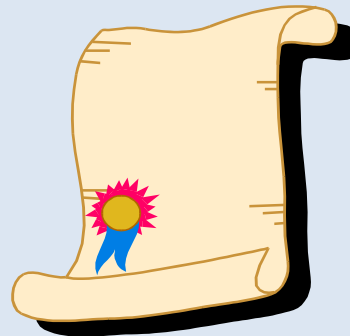
Phones



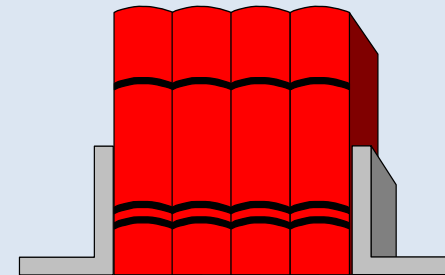
No smoking



Data forms



Certificates



Documentation

# Documentation – Two valuable resources

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- ❖ The CD-ROM with background information
  - ICAO Manuals and Circulars
  - Documentation from CASA, FAA, TC and UKCAA
  - Various forms and examples
- ❖ The ICAO Safety management System (SMS) website
  - [www.icao.int/anb/safetymanagement](http://www.icao.int/anb/safetymanagement)

# Schedule

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- ❖ 08:30 – 09:15 – Session activity
- ❖ 09:15 – 10:00 – Session activity
- ❖ 10:00 – 10:30 – **Coffee/Tea break**
- ❖ 10:30 – 11:15 – Session activity
- ❖ 11:15 – 12:30 – Session activity
- ❖ 12:30 – 13:30 – **Lunch**
- ❖ 13:30 – 14:15 – Session activity
- ❖ 14:15 – 15:00 – Session activity
- ❖ 15:00 – 15:30 – **Coffee/Tea break**
- ❖ 15:30 – 16:30 – Session activity







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## Part IV – Evaluation procedures

# Evaluation procedures

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1. Overall course evaluation
2. Evaluation of participants' performance

# 1. Overall course evaluation

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- ❖ A form for course evaluation will be provided the last day of the course.
- ❖ You will be asked to complete this form to provide ICAO feedback on:
  - All course's activities
  - The instructors
  - Ways and means to improve the training.

## 2. Evaluation of participants' performance

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- ❖ Daily progress evaluation
- ❖ A final evaluation test of one hour duration will be administered on the last day of the course.
- ❖ The evaluation test includes twenty (20) questions of multiple choice answers.
- ❖ Minimum pass mark: 70%

## 2. Evaluation of participants' performance

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- ❖ The objective of the final evaluation test is to verify that participants have understood the basic principles of the planning, implementation and operation of safety management systems in order to be able to certify and oversee operators and service providers' SMS according to ICAO requirements.

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