

AVIATION SAFETY PROGRAM STANDARDIZATION VISIT

UNIT _____ DATE _____

CG-1131 REPRESENTATIVE _____

PRECEPT: CG-1131 will conduct Aviation Safety Program Standardization visits of air stations to promote aviation safety. These visits are conducted to provide an outside evaluation of the unit's current safety program/climate and allow the headquarters staff the opportunity to share and garner flight safety officers' best practices. It also provides an avenue for the aviation safety staff to evaluate the level of support being provided to our customers. The requirements for a Coast Guard Aviation Safety Program can be found in the Safety and Environmental Health Manual M5100.47 (series) and the Air Operations Manual M3710.1 (series). Elements of Operational Risk Management are also contained in COMDTINST 3500.3.

- A. The goal of the Aviation Safety Program is to improve and support the operational readiness of aviation units through a reduction in aviation mishaps. The CG-1131 representative will seek to validate these Aviation Safety Program elements at the unit level: (M5100.47 Chap. 2 Para. B)
1. Command Commitment to Safety (M5100.47 Chap. 2 Para. D).
 2. Risk Management (M5100.47 Chap. 2 Para. E).
 3. Unit Pre-mishap Plan (M5100.47 Chap 3 Para E).
 4. Safety recommendation & hazard abatement program (M5100.47 Chap. 1 Para. L and Chap. 2 Para. G.4.c).
 5. Safety information exchange & information resource management (M5100.47 Chap. 1 Para. K.).
- B. Unit Aviation Safety Program Organization (M5100.47 Chap. 2 Para. F-4).
1. CO Responsibilities: Establish and implement a vigorous Aviation Safety Program (M5100.47 Chap. 2 Para. F-4.a).
 2. XO Responsibilities: Act as the unit safety and health committee chair and supervisor of the Safety Department Head (M5100.47 Chap. 2 Para. F-4.b).
 3. Flight Safety Officer (M5100.47 Chap. 2 Para. F-4.c).
 - a. CO's representative and advisor on all aviation safety matters.
 - b. Report to CO at least monthly on unit safety posture.
 - c. Member of unit safety and health committee.
 - d. Safety liaison w/support facility.
 - e. Disseminate (or supervise dissemination of) aviation safety material.
 - f. (Consider publication of) unit safety newsletter.
 - g. Manage unit safety incentive/suggestion program.
 - h. Coordinate aviation safety training.
 - (1) Safety Stand Downs/Back in the Saddle.

- (2) Safety training for line personnel.
 - (3) Crew Resource Management (CRM).
 - (4) Arrivals/Departures Briefs/Surveys.
- i. Provide assistance in organizing and conducting other unit safety-related training (as needed, not all FSO's responsibility).
 - (1) Periodic aviation equipment/clothing inspections (winter & summer).
 - (2) Survival training for unit personnel.
 - (3) Egress training.
 - (4) Physiological training (flight surgeon)
 - (5) Hazardous Material (HAZMAT).
 - (6) Operational Hazard Training (M5100.47, Chap. 2 Para. H.4).
 - (7) Aero-medical.
 - (8) Maintenance Resource Management (MRM).
 - (9) Respiratory/hearing/eye protection.
 - (10) Confined space.
 - j. Submit to Command written Unit Aviation Safety Survey, at least annually. (M5100.47, Chap. 2 Para. G.3, also see Chap 1 Para. F.3.b for possible topics).
 - k. Prepare, submit & report unit aviation mishap messages (M5100.47 Chap. 2 Para. M-1 and Encl 5). Monitor and report to CO, progress of corrective actions.
 - l. Maintain unit safety records & mishap reports (trends, summary, etc).
 - m. Pre-mishap plan - establish, maintain, train and drill annually (M5100.47 Chap. 2 Para. H-1, Chap. 3 Para. E, and Encl 15).
 - n. Maintain & periodically inventory mishap investigation kit (M5100.47 Encl 16).
 - o. Recommend the composition (including alternates) of unit Permanent Aviation Mishap Analysis Board.
 - p. Provide annual training for unit Permanent Mishap Analysis Board.
 - q. Maintain a mishap analysis kit for members of the unit Permanent Aviation Mishap Analysis Board.
 - r. Participate in All Pilots Meetings, debrief mishaps and lead discussions.
 - s. Administer unit-level anonymous reporting program.
 - t. Flight safety library/references.
 - u. Member of unit's Flight Standards Board (at discretion of command).

- v. Review, distribute and publicize information contained in safety supplements to aviation manuals.
 - w. Other functions as situations or the environment demands, to further the aviation safety program.
4. Permanent Mishap Board (M5100.47 Chap. 2 Para. F-4.d).
 5. Deployed Flight Safety Officer (M5100.47 Chap. 2 Para. F-4.e).
 - a. Advise the senior aviator on all matters concerning aviation safety.
 - b. Prepare aviation safety mishap messages for review and release.
 - c. Deliver safety briefs, as necessary.
 - d. Ensure deployed unit has adequate pre-mishap and salvage plans.
 - e. Conduct aviation related safety training.
 6. Flight Surgeon (M5100.47 Chap. 2 Para. F-4.f and M3710.1 App. A Sec. D.8).
 7. Senior Deployed Aviator (M5100.47 Chap. 2 Para. F-4.g). Ground Safety Officer (M5100.47 Chap. 2 Para. F-4.h and M3710.1 App A. Sec. D.5). Assist and advise CO on matters pertaining to ground safety.
 - b. Coordinate application of unit's compliance with safety and health standards.
 - c. Act as a member of unit/station safety board.
 9. Salvage Officer (M13020.1 Chap. 10 Para. C, M5100.47 Chap. 2 Para. F-4.i and M3710.1 App. F Sec. E).
 10. Safety Petty Officer (M5100.47 Chap. 2 Para. F-4.j).
- C. Aviation Mishap Reporting (M5100.47 Chap. 2 Para. M).
 - D. Unit Pre-Mishap Plan and Training (M5100.47 Chap. 2 Para. H.1, Chap. 3 Para. E, Encl 15 and MIG).
 - E. Salvage Plans (M13020.1 Chap 10 and M3710.1 App. F Sec. E).
 - F. Auxiliary Aviation.
 - G. Electronic Aircraft Logbook (EAL) mishap procedures.
 - H. What can CG-113-1 do for the unit?
 - I. Other Areas to Review and Discuss:
 1. Operational Risk Management (M5100.47 Chap. 2 Para. E, M3710.1 Chap. 1 Para. E.3.f and COMDTINST 3500.3).
 2. Aviation Safety Privilege (M5100.47 Encl (2) Para. 2.b and Para. 3.d(17), Encl (10), Para. 1-15, and M3710.1 Chap. 1 Para. E.3.i).
 3. Requests for Grounding (M3710.1 Chap. 1 Para. E.4).
 4. Crew Resource Management (M5100.47 Chap. 2 Para. H.5 and M3710.1 Chap. 8

Para. I.9).

5. Maintenance Resource Management (M5100.47 Chap. 2 Para. H.6).
6. Cockpit Voice and Flight Data Recorders (M5100.47 Chap. 2 Para. K and M3710.1 App. F Sec. B.1).
7. Near Midair Collisions & Midair Collisions -- reporting and awareness training (M5100.47 Chap. 2 Para. L, M3710.1 Chap. 4 Para. F.2 and M3710.1 Chap. 9 Para. I.2).
8. Critical Incident Stress Debriefing (M3710.1 App. F Sec. F.1).