

## **208 AIRCRAFT ACCIDENT INVESTIGATION**

In the event of an accident or emergency situation involving company aircraft, or an emergency situation involving company aircraft or personnel, the Safety Manager will act in the best interest of the company to assist all appropriate authorities in determining the cause of the accident.

## **209 AVIATION SAFETY REPORT (ASR)**

Metro Aviation has incorporated the use of a computer based safety report. Participation in the ASR program is mandatory and gives Metro the capability of tracking and monitoring trends. The ASR (Appendix 1300) should be used to report any aborted or diverted flight, ground incidents, all accidents, and *any other issue that the reporter feels is in the interest of safety. Some examples would be: chip lights, heliport hazards, and mechanical defects discovered on pre-flight or post-flight inspections.*

## **210 NASA AVIATION SAFETY REPORTING SYSTEM (ASRS)**

The NASA ASRS evolved from NTSB/Industry Safety Recommendations to the FAA in the mid-1970s. The system is intended to identify problems in the National Airspace System (NAS) before accidents occur, and to enable FAA and other appropriate agencies to take corrective actions to prevent accidents. The NASA ASRS reports provide about ten times more data than accident statistics. Therefore, the potential to prevent accidents is vital to all, provided ASRS reports are filed by pilots, mechanics and other aviation-related personnel.

Individuals who use the NASA ASRS form are assured of complete anonymity, except for reports of accidents and criminal activities. Also, to provide incentives to pilots and controllers to report incidents that have occurred or situations that could lead to future accidents, FAA offers "waivers of disciplinary action" to ASRS reporters.

Two kinds of immunity are obtained through the ASRS: "Use" Immunity and "Transactional" Immunity. Additional details are found in the FAA Advisory Circular 00-46C. To qualify for immunity, certain criteria must be met, and the report MUST be filed within a specific time frame.

## **211 RISK ASSESSMENT TOOL – (Appendix 1300)**

Metro Aviation utilizes a Risk Assessment Tool to aid the PIC in identification of operational hazards and related risk on each flight, thus enhancing the ability to mitigate, or eliminate them to a safe state. The PIC has the ultimate responsibility and authority to determine the risks associated with each flight operation and shall

utilize all available resources including the Operations Manual, the Safety Manual and input from medical personnel, communication specialists, mechanics, managers, and all other related support personnel involved with a flight operation.

This tool is to be used to aid the pilot in the Go / No Go decision and in identifying and assessing potential safety risks during preflight planning and after flight acceptance. There may be operational factors that are not addressed on this tool; therefore the pilot in command must use all available resources and information to assess the safety risks of flight acceptance.

The Pilot in Commands decision to decline, cancel, divert, or terminate a flight overrides any decision of any other parties to accept or continue a flight. Medical Attendants have the authority to request termination of a flight segment.

#### INSTRUCTIONS FOR USE

1. Select the applicable weather column for the flight.
2. Apply the operational factors as you move down the column and add the numerical value.
3. Do not add a single block more than once (ex. A flight in Mountainous Terrain, below 5°, with high winds would count for a value of 2 in that block)
4. The total for that column is the Risk Assessment Value.
5. Use the Risk Assessment Value to aid your decision-making process
  - Normal ADM** – Apply the normal Aeronautical Decision Making Processes.
  - Enhanced ADM** – Be alert to potential safety risks.
  - Caution** – Safety risks are present, evaluate carefully.
  - Extreme Caution** – Many safety risks are present, evaluate carefully.
  - Critical Safety Decision / Consider Rejecting Flight** – Flight will be accepted or continued only if the PIC has assessed all available information and resources, and has determined that the particular risks associated with the flight are acceptable.
6. Write the Risk Assessment Value on the flight manifest.

***NOTE: The Pilot in Command has the discretion to reject, cancel, divert, or terminate a flight for any reason it is believed flight safety may be compromised, regardless of the Risk Assessment Value determined by use of this tool.***

The tool shall be utilized;

1. During shift briefings by informing the medical crew of the Risk Factors & Risk Assessment Value.
2. Prior to flight acceptance and during flight operations.
3. At least one copy will be kept in the Pilots office and one copy in each aircraft.



# RISK ASSESSMENT TOOL

Use this tool to assess the potential for links in the safety chain.  
 Select applicable weather column and add numerical values for total score.  
 Record the total risk assessment value on the flight manifest.

Applicable Weather for flight → ↓ Apply Operational Factors	WEATHER Above Minimums & Stable	CEILING Less than 1000' Above Minimums	VISIBILITY 2 Mi. or Less Above Minimums	CEILING & VIS ≤ 2 Mi. & ≤ 1000' Above Minimums
<b>DAY</b> – Normal Operations	<b>0</b>	<b>1</b>	<b>2</b>	<b>2</b>
<b>NIGHT</b> – Any portion of flight	<b>1</b>	<b>2</b>	<b>3</b>	<b>3</b>
<b>LZ</b> – Scene or Unimproved Area	<b>1</b>	<b>1</b>	<b>1</b>	<b>2</b>
<b>AIRCRAFT</b> Gross Weight Near Maximum Back-Up or Different Aircraft Deferred MEL Instruments or Equipment	<b>1</b>	<b>1</b>	<b>2</b>	<b>2</b>
<b>ENVIRONMENTAL / OPERATIONAL</b> Mountainous Terrain or DA > 5000' Unfamiliar Route or not flown in past 90 days High Winds / Storms in Area / OAT ≥ 30°C or ≤ 5°C	<b>2</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b>FATIGUE / HUMAN FACTORS</b> Late in Shift or Consecutive Shifts Pilot or Med Crew < 1yr or <100 flights at program Other Stress / Conflicts (External or Operational)	<b>2</b>	<b>3</b>	<b>3</b>	<b>3</b>
Add Values in Weather Column For Total Risk Assessment Value →	<b>Total</b>	<b>Total</b>	<b>Total</b>	<b>Total</b>
<b>INADVERTENT IMC BRIEFING REQUIRED</b>				

0 - 1 = Normal ADM

2 - 3 = Enhanced ADM

4 - 6 = Caution

7 - 10 = Extreme Caution

11 or greater = Critical Safety Decision / Consider rejecting flight



# RISK ASSESSMENT TOOL

11/23/2005 Rev.0

**This tool is to be used to aid the pilot in the Go / No Go decision and in identifying and assessing potential safety risks during preflight planning and after flight acceptance. There may be operational factors that are not addressed on this tool; therefore the pilot in command must use all available resources and information to assess the safety risks of flight acceptance.**

The Pilot in Commands decision to decline, cancel, divert, or terminate a flight overrides any decision of any other parties to accept or continue a flight. Medical Attendants have the authority to request termination of a flight segment.

1. Select the applicable weather column for the flight.
2. Apply the operational factors as you move down the column and add the numerical value.
3. Do not add a single block more than once (ex. A flight in Mountainous Terrain, below 5°, with high winds would count for a value of 2 in that block)
4. The total for that column is the Risk Assessment Value.
5. Use the Risk Assessment Value to aid your decision-making process

**Normal ADM** – Apply the normal Aeronautical Decision Making Processes.

**Enhanced ADM** – Be alert to potential safety risks.

**Caution** – Safety risks are present, evaluate carefully.

**Extreme Caution** – Many safety risks are present, evaluate carefully.

**Critical Safety Decision / Consider Rejecting Flight** – Flight will be accepted or continued only if the PIC has assessed all available information and resources, and has determined that the particular risks associated with the flight are acceptable.

6. Write the Risk Assessment Value on the flight manifest.

*The Pilot in Command has the discretion to reject, cancel, divert, or terminate a flight for any reason it is believed flight safety may be compromised, regardless of the Risk Assessment Value determined by use of this tool.*