



Reporting Safety-related Incidents Using ASAP

Matt Merillat (DCA)
Chairman, Violations Committee

The Aviation Safety Action Program is designed to enhance safety at US Airways by providing a way for US Airways management, ALPA Central Air Safety, and the FAA to identify and rectify safety problems. Line pilots are central to the operation of ASAP. When you encounter a situation that could compromise safety, you must report the situation on an ASAP form within 24 hours. Recent incidents have shown that some pilots do not understand this reporting requirement.

Reporting a safety-related incident at US Airways on an ASAP form is optional. However, there still remain 34 safety incidents (as outlined in the FOM) that are not optional and require an ASAP form to be completed. If you are involved in a safety-related incident, you must fill out an ASAP form and submit it within 24 hours. Failure to take this simple step will increase your chances of an unpleasant encounter with FAA enforcement personnel, or possibly expose you to company discipline.

Submitted ASAP forms are evaluated for inclusion in the program at weekly meetings of the Event Review Committee. ERC members include representatives from ALPA, US Airways Safety management, and the FAA. The ERC can decide to do one of three things as a result of this evaluation: take no action, contact the flight crew to request additional information or a face-to-face meeting, or recommend departmental procedure changes and/or additional training for individual employees.

If you are involved in an incident that may violate an FAR, submitting a timely ASAP form that is accepted by the ERC means that your worst case scenario is a letter of correction or warning notice from the FAA. This means *no violation*. If your ASAP is the “sole-source” of notice to the ERC of a possible violation, the FAA will take *no action* against you. There is no downside for you if you submit a timely ASAP report. There is a substantial downside for failure to submit a timely report. If you do not submit an ASAP form after a safety incident, you are subject to the full gamut of FAA enforcement action.

Your Violations Committee strongly recommends that you fill out a NASA form every time you fill out an ASAP form. The Aviation Safety Reporting Program operated by NASA is a completely separate program. Filing a NASA form will protect you from FAA sanctions in most cases. Carry a supply of ASAP and NASA forms in your flight kit. Submit an ASAP form every time it is required or when you believe there is a potential problem. One extremely important point to understand is that failure to fill out an ASAP report because it does not directly affect you, the pilot, hampers the ERC from taking effective action in other areas, such as Maintenance, Training, or ATC. When you submit an ASAP form, submit a NASA form. Call your Violations Committee if you need help.

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Pete Eichenlaub, Director of Safety, US Airways

“Pilot” is synonymous with “safety.” In fact, safety is so ingrained into our policies, procedures, and culture that we never consciously separate *flight* and *safety*.

The FARs make numerous references to a pilot’s responsibility for safety, e.g., “responsible for the safety of the passengers, crewmembers, cargo, and airplane”; and “the final authority and responsible for the safe operation of the pilot’s airplane.” Similarly, the US Airways FOM gives the Captain the “ultimate responsibility for flight safety.” First Officers, please remember that long ago, the FAA established that *all* pilots have the responsibility for the safe operation of their flight.

The pilot has the first and, ultimately, final responsibility for a safe operation. We have all known this, ever since our first flight, when our instructor emphasized, “Clear, clear, clear!” We accept this responsibility as part of the job. In fact, while our awareness of safety is ever present, we seldom consciously think of it. Safety is that integrated into our profession.

The pilot is understandably the single most important observer/reporter of safety events. Pilot participation is critical to the success of any safety reporting system. Nowhere is this more important than with the US Airways ASAP. ASAP is no different from our former ASR Program, except that it offers additional incentives for pilots submitting reports.

We have all read about ASAP events in *Safety On Line*’s “Lessons Learned.” However, *all* reports are entered into the BASIS database for trend analysis. The Flight Safety staff considers your participation vital. Therefore, if there is ever a question about how or why your report was processed in a particular manner, talk to the appropriate Flight Safety Specialist. Or call Corkey Romeo or me directly.

The objective of ASAP is simple—to increase US Airways’ margin of safety. We have been given the tools for reporting any safety-related event, as well as assurances that no more than *possible* administrative action will ensue. As US Airways’ front-line safety professionals, you have the responsibility to use these tools, thereby increasing our safety level.

Thanks, and keep your eyes and ears open!

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Part-time Air Liaison Officers (ALO) wanted. The brand new 118th Air Support Operations Squadron (ASOS) of the North Carolina National Guard is hiring rated officers to serve as ALO’s. All flying backgrounds and airframe experiences will be considered. The 118th ASOS is located at the Stanly County Airport approximately one hour drive East of the Charlotte International Airport. The job is a rated position, though active flying and flying currencies are not maintained. Flight pay will be continued for applicable candidates. Most positions are Major slots, with a few key positions authorized for Lieutenant Colonel.

POCs:

Major Eddie Stamper, DSN 424-2502, toll free
800-354-6943, ext. 2502, local 422-2502
edward.stamper@ncchar.ang.af.mil