



Capability Statement



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Our Mission

To work as a leader and in partnership with industry to promote, educate and achieve greater levels of safety in aviation.



Our Values

- ◇ Conduct business in an ethical, honest and accountable manner.
- ◇ Act as a responsible corporate citizen complying with applicable laws.
- ◇ Respect the rich diversity within the communities with which we interact, both abroad and at home.
- ◇ Seek to continuously improve how we conduct business in all aspects.

Our Continuing Goals

- ◇ To raise the standards and awareness of aviation safety principles within the aviation community.
- ◇ To assist air service providers in achieving our client's aviation safety expectations.
- ◇ To continue to provide personalised high quality aviation safety advice and services to our clients.





*Aviation in itself is not inherently dangerous. But to an even greater degree than the sea,
it is terribly unforgiving of any carelessness, incapacity or neglect.*

(Capt. A G Lamplugh— c.1930)

Company Profile

Air Safety Navigators provides professional aviation advice and solutions to Corporate and Government clients seeking to identify, manage and mitigate their exposure to aviation risk. The focus of Air Safety Navigators is client specific, customised practical solutions, regarding all aspects of aviation activity within government, industry and the community.

The Company, formed in 2009, is headquartered in Perth and since that time has provided aviation assurance services to a multitude of clients globally.

To date, Air Safety Navigators has conducted in excess of 300 on site audit processes within Australia, PNG, Indonesia, South Africa, Zambia, Eritrea, Colombia, China, Japan, Pakistan, Singapore, Tonga, India, Thailand and the Philippines. In addition to this, Air Safety Navigators has completed in excess of 100 desktop appraisals and provided specific consulting and aviation advisory services to clients as requested.

Our Services include:

- ◇ Aviation Safety Audits
- ◇ Aviation Exploration Support
- ◇ Airborne Geophysics Audits, Risk Management and Planning
- ◇ Helicopter External Load Operations Safety Audits and Inspections
- ◇ Aerodrome and Helipad Inspections
- ◇ Risk Assessment and Mitigation
- ◇ Aviation Consulting
- ◇ Documentation Development including Corporate Guidelines and Reviews
- ◇ Aviation Incident Investigation
- ◇ Offshore Helideck Audits
- ◇ Safety Management Systems
- ◇ Remotely Piloted Aircraft—Unmanned Aerial Vehicles
- ◇ Licensing of Ground to Air Radio Operators - AROC



On Site Aviation Safety Audits and Assessments

Aviation Safety Audits and Assessments are conducted using the ISO 9001:2008 quality/safety format which includes a formal opening meeting to discuss the objectives and goals with the service provider and a closing meeting to review the deficiencies. The purpose of the audit is to detail an accurate risk profile applicable to the client.

Audit processes can be conducted and reported utilising either the Client's format or Air Safety Navigators format. Typically, audits are conducted over two days on site, utilising a two person team. This can be customised to suit the client's specific requirements.

Extensive checklists are used as a basis for all audits to ensure adequate coverage of essential and critical areas. The focus of the checklists is Safety and Client and Regulatory requirements. These checklists are audit specific covering areas such as maintenance, air operations, human factors, OGP, or client specific requirements.

Audits are specifically customised to suit the type of operations and the requirements of the Client.

Auditors also examine relevant trends or evidence that may lead to additional problems through observations, documentation, sampling or conversations. Multiple samples are taken where possible to ensure consistency in findings. Auditors document and analyse results, then record their findings with notes and photographic evidence. The final report is a compilation of these results.

Upon completion of an audit a summary of deficiencies is compiled and signed by both the auditor(s) and the service provider.

A copy is left with the service provider allowing them to address any deficiencies without delay. Another copy is also passed on to the client for their records as an interim report whilst the final report is being completed.

Deficiencies are ranked by risk and the closeout is closely monitored by Air Safety Navigators to ensure that safety standards are implemented as required.

Deficiencies are required to be addressed by the operator within the published time frame in accordance with the Audit Deficiency Action Plan or as otherwise agreed by all parties. The action plan will be issued to the operator upon approval by the client.

If no action is taken in the given time frame then Air Safety Navigators and the client will review operations and seek clarification as to why the deficiencies have not been actioned.

Air Safety Navigators' Company Policy is to provide the final report to the client within 10 days of completion of the audit. Reports are subject to thorough quality assurance and peer review processes.



Our onsite audit processes include but are not limited to:

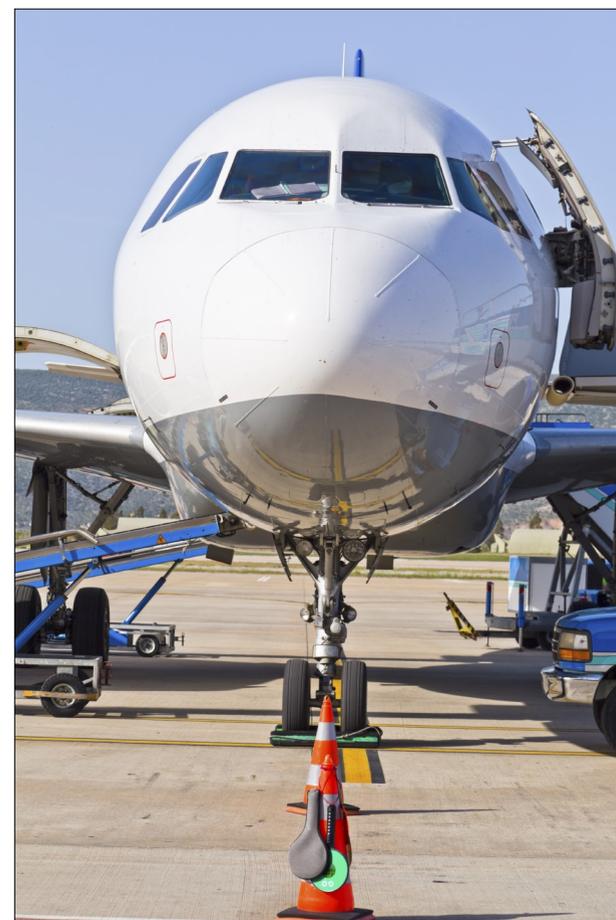
- ◇ Organisational Structure and Management
- ◇ Organisational Quality Assurance
- ◇ Safety Management Systems
- ◇ Operator Accident and Incident History
- ◇ Organisational OH&S
- ◇ Emergency Management
- ◇ Flight Operations
- ◇ Human Factors Awareness and Training
- ◇ Flight Crew Training, Competency and Documentation
- ◇ Flight Observations
- ◇ Accident and Incident History
- ◇ Company Owned / Operated Fuel Facilities
- ◇ Remote Fuel Facilities / Drum Fuel
- ◇ OGP Requirements
- ◇ IAGSA Requirements
- ◇ Insurance
- ◇ Engineering Organisational Structure and Management
- ◇ Engineering Quality Assurance
- ◇ Engineering OH&S
- ◇ Engineering Operations
- ◇ Human Factors In Engineering
- ◇ Engineering Training and Competency
- ◇ Maintenance Control & Planning
- ◇ Engineering Facilities
- ◇ Stores and Component Control
- ◇ Aircraft Inspections

Where client aviation standards/guidelines or requirements are in place the checklist is customised to ensure full coverage of the relevant document.

The service being offered with regard to audits is as follows:

- ◇ Liaison with the service provider with regard to the proposed audit(s).
- ◇ Pre audit preparation inclusive of the Client's specific pre audit documentation requirements.
- ◇ Conduct of the audit.
- ◇ Completion of the formal written audit report.
- ◇ Follow up and closeout of identified deficiencies from the audit process.
- ◇ Further actions as required or requested by the Client.

Air Safety Navigators is available to conduct audits on behalf of clients upon request.





Desktop Aviation Safety Audits and Assessments

In the case of a “one off or short notice charter” or where clients would like to have an operator pre-qualified for the possibility of priority assistance such as the need for exploration or cyclone evacuation, a desktop audit can be conducted to confirm that the basic required levels of aviation safety management, inclusive of client aviation standard requirements and expectations are in place.

The desktop auditing process includes making contact with the proposed service provider prior to operations and completing the aviation safety specific “due diligence” process.

This process includes but is not limited to the following:

- ◇ Aircraft Operator Information
- ◇ Management Information
- ◇ Certificates Issued by the Aviation Regulator
- ◇ Insurance
- ◇ Proposed Aircraft Information
- ◇ Operational Information
- ◇ Operational Safety Information
- ◇ Quality Processes
- ◇ Pilot Training Information
- ◇ Pilot Information
- ◇ Engineer Information
- ◇ Engineer Training Information
- ◇ Safety Statistics
- ◇ Certificates of Airworthiness and Registration
- ◇ Client Aviation Standard Compliance Statement

The service being offered with regard to desktop audits is as follows:

- ◇ Liaison with the service provider with regard to the proposed desktop audit(s)
- ◇ Pre audit preparation inclusive of client specific pre audit documentation requirements
- ◇ Conduct of the desktop audit
- ◇ Completion of the formal written audit report
- ◇ Follow up of recommendations made from the report
- ◇ Further actions as required or requested by the client

Air Safety Navigators believes that the desktop audit process targeted at client’s air operators utilised for cyclone or emergency evacuation only, can save considerable expense whilst limiting the burden for both the client and air service provider.





Aviation Consulting

Air Safety Navigators draws upon a combined 50+ years of aviation experience in the areas of flight operations, safety and quality, maintenance, emergency procedures, incident investigation and regulatory compliance in order to provide clients with succinct operational specific advice pertinent to their aviation related operations.

Reports are produced in a high quality format and subject to thorough quality assurance and peer review processes.

Air Safety Navigators staff have completed numerous projects with regard to aviation consulting. Examples include:

- ◇ Reviews of aviation tenders on behalf of clients
- ◇ SMS Development
- ◇ Review and update of airborne geophysical standards
- ◇ Performance reviews of aircraft types with regard to client's requirements
- ◇ Gap analysis of a client's aviation standard against the BARS system
- ◇ Mine site aviation procedures development
- ◇ Aerodrome manual review and development
- ◇ Development of client aviation standards/guidelines
- ◇ Navigation aid selection for aerodromes

The service being offered with regard to Aviation Consulting is as follows:

- ◇ Research into Client specific requests or requirements
- ◇ Preliminary formalisation of the research results
- ◇ Reporting to the Client the results of the research
- ◇ Developing reports and or training programs based on research results

Air Safety Navigators is available to conduct aviation consulting globally on behalf of our clients upon request.

Airborne Geophysics

Our goal is to provide clients with specific advice regarding the operational, onsite and flight safety of airborne geophysical operations, as well as the suitability of aircraft, pilots and operators for the proposed task. This includes fixed wing, rotary wing and more recently Unmanned Aerial Vehicles.

Air Safety Navigators' personnel have extensive experience in airborne geophysical operations globally in roles such as:

- ◇ Line Pilot
- ◇ Chief Pilot
- ◇ Operations
- ◇ Safety Advisor
- ◇ Field Operators
- ◇ Logistics and Operational Survey Planning

Personnel have been involved in risk assessment and management, operational planning and auditing as well as incident investigation over a period encompassing the last 15 years.

Air Safety Navigators have conducted geophysical tasks in the following countries:

- ◇ Australia
- ◇ PNG
- ◇ South Africa
- ◇ Zambia
- ◇ Eritrea
- ◇ Colombia
- ◇ Botswana
- ◇ Ghana
- ◇ Mongolia
- ◇ New Zealand
- ◇ Indonesia
- ◇ Japan
- ◇ Italy
- ◇ Sweden



The service being offered with regard to airborne geophysics audits and safety consultancy is as follows:

- ◇ Review of flight risk assessments
- ◇ Audits to the IAGSA safety manual standard
- ◇ Emergency response planning and review
- ◇ Aircraft type analysis
- ◇ Low level flight safety analysis
- ◇ Risk assessment and mitigation for low level geophysical surveys
- ◇ Operational and safety auditing services
- ◇ Incident investigation
- ◇ Procedural compliance







Offshore Helideck Inspections

Air Safety Navigators are able to conduct offshore helideck audits to all elements of the following standards:

- ◇ Australian CASA CAAP 92-4(0)
- ◇ CAP 437
- ◇ OGP
- ◇ ICS—International Chamber of Shipping

The Australian CASA CAAP document has recently been published and it is recommended that offshore facilities in Australian waters be audited to this standard with recommendations made from CAP 437 where required or applicable.

Client and OGP standards are referenced as required or requested during the audit process.

Onsite helideck audits generally take one day on site utilising one auditor. Reports are issued to the client within 10 days of the audit being completed.

All Air Safety Navigators' helideck auditors hold OPITO recognised TBOSIET training. A helideck certificate is issued upon completion of the audit.

The service being offered with regard to offshore helideck audits is as follows:

- ◇ Liaison with the helideck operator with regard to the proposed helideck audit(s)
- ◇ Pre audit preparation inclusive of client specific and regulatory pre audit documentation requirements
- ◇ Conduct of the helideck audit
- ◇ Completion of the formal written audit report
- ◇ Follow up of recommendations made from the report
- ◇ Further actions as required or requested by the client

Air Safety Navigators is available to conduct helideck audits globally upon request.



Aviation Incident Investigations

Air Safety Navigators has extensive incident investigation experience and has been requested by clients to conduct incident investigations on their behalf. Examples include:

- ◇ Aircraft failed to pressurise as a result of a breakdown in crew Standard Operating Procedure
- ◇ Engine failure of a PA31 aircraft
- ◇ Geophysical survey incident where a towed bird impacted trees during flight
- ◇ Helicopter external load synthetic cable failure
- ◇ Foreign object damage to a fenestron tail rotor

Adam Price has been trained in accident investigation at the University of Southern California. Air Safety Navigators Staff have extensive incident investigation experience utilised in previous employment to conduct internal investigations and provide data to the ATSB.

The service being offered with regard to Aviation Incident Investigation is as follows:

- ◇ Contacting and liaising with the aviation provider on behalf of the client if required
- ◇ Arranging interviews and data collection
- ◇ Collating of interview and data results
- ◇ Compilation of formal report
- ◇ Managing of recommendations made with regard to the incident findings
- ◇ Implementation of future mitigation strategies

Air Safety Navigators is available to conduct aviation incident investigation on behalf of the client upon request.



Remotely Piloted Aircraft—Unmanned Aerial Vehicles

Unmanned Aerial Vehicles (UAV) and Unmanned Aerial Systems (UAS) or Remotely Piloted Aircraft System (RPAS), commonly known as drones, are seemingly everywhere at present. The Sochi Winter Olympic Games provides a good example of the complexity of the technology available with almost every aerial camera shot being taken from a UAV.

Air Safety Navigators can assist clients with the prequalification of UAV operators as well as UAV Safety Audits. We also develop SMS Manuals and safety cases for UAV Operations.

Technology is developing much quicker than the regulatory process. Air Safety Navigators has experience with UAV operations and controllers. Air Safety Navigators' staff members hold UAV Controller Certificates.

Our UAV safety audit process comprehensively covers all national regulatory requirements as well as industry best practice. This includes assisting in managing community concerns and expectations with regard to UAV operations.



Licensing of Ground to Air Radio Operators—AROC



Adam Price holds a delegation from CASA to provide training and testing for the issuing of an Aeronautical Radio Operators Certificate (AROC) under CASR Part 64. Adam also holds an English Language Proficiency Assessors delegation.

Aeronautical Radio Operator Certificate training includes all course materials and training aids as required, as well as the practical, theory and examination processes. Upon successful completion of the course and examinations, Air Safety Navigators completes the formal licensing and certificate process.

Personnel who commonly require an AROC are:

- ◇ Operations personnel
- ◇ HLO's
- ◇ Medics
- ◇ Aerodrome Safety Officers
- ◇ Ground service personnel
- ◇ Weather observers
- ◇ Aerodrome Reporting Officers
- ◇ Drill rig personnel

The service being offered with regard to AROC training is as follows:

- ◇ Distribution of course notes prior to training
- ◇ Conduct of AROC training
- ◇ Theory and practical examinations
- ◇ Facilitating of CASA licensing requirements
- ◇ Reporting to the Client when the licensing process has been completed

Air Safety Navigators is available to conduct AROC training on behalf of the client upon request.



Safety Management Systems



One of the biggest challenges in establishing an Aviation Safety Management System (SMS) is to ensure its' key components and elements are integrated into the existing day-to-day routine of the organisation.

The SMS must be proactive and ongoing with integration throughout the organisation encompassing all of its activities, thus enabling safety risks to be reduced to as low a level as reasonably practicable (ALARP). A sound and appropriate Aviation Safety Management System (SMS) is not limited to pilots and engineers however involves everyone in the entire organisation.

Air Safety Navigators has extensive experience in the design, development and implementation of Safety Management Systems that are functional, specific and tailored to the organisation as well as meeting national aviation regulations and ICAO guidelines.

Our Internal Systems

Air Safety Navigators have the following internal systems and processes in place:

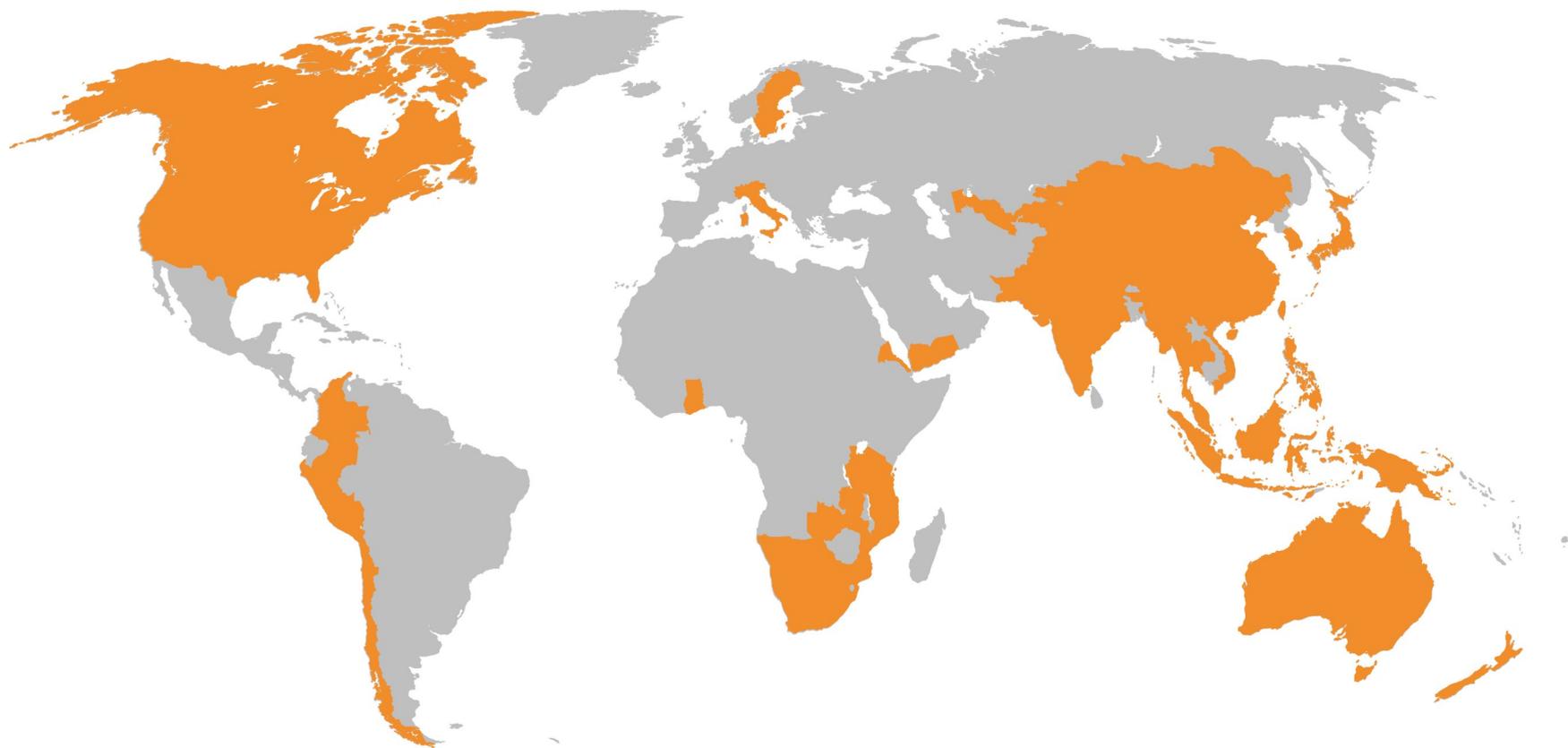
- ◇ HSE Management System inclusive of Safety Management System
- ◇ Emergency Response Plan
- ◇ Quality Management System including comprehensive formal peer review of all documents
- ◇ Dedicated internally developed “TaskMaster” database for the monitoring and closeout of audit findings

Air Safety Navigators Pty Ltd is an Australian Registered Company ACN 139 279 600. Air Safety Navigators is an independent contractor and carries, Third Party Public Liability, Professional Indemnity, Management Liability, Workers Compensation and domestic and international Traveller Insurance.



Global Experience

We provide both international and domestic services for our clients. Our global experience is depicted below.



Memberships

Air Safety Navigators hold membership with the following organisations:

- ◇ Helicopter Association International (HAI)
- ◇ International Airborne Geophysics Safety Association (IAGSA)
- ◇ The Association of Aviation Psychology of Australia (AAvPA)



Our auditors and investigators are members of ISASI (International Society of Air Safety Investigators)





Air Safety Navigators

Looking after what's most important

