



Phone: 263 4 585018
263 4 585073/88
Fax : 263 4 585100
Email : ais@caaz.co.zw
Website: www.caaz.co.zw

**CIVIL AVIATION AUTHORITY
OF ZIMBABWE**

**AERONAUTICAL INFORMATION
SERVICES
P. BAG 7716 CAUSEWAY
HARARE**

AIC

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AERONAUTICAL INFORMATION CIRCULAR


AERODROMES SAFETY MANAGEMENT SYSTEMS

- 1.0 Safety has always been the overriding consideration in all aviation activities as is reflected by the aims and objective of the Civil Aviation Regulations which ensure the safe and orderly growth of aviation. The management of safety is therefore a prerequisite for a sustainable aviation industry/business.
- 2.0 Safety Management System(SMS)

It is an organized approach to managing safety at aerodromes including the necessary organizational structures, accountabilities, policies, procedures and provisions for the aerodromes safety policies by an aerodromes operator, which provides for control of safety at, and the safe use of, the aerodrome.
- 3.0 Aerodromes Safety Management.

Consistent with Annex 14, Volume 1, all Aerodrome Operators in Zimbabwe shall develop and implement aerodromes safety management programmes to ensure that safety is maintained in the provision of aerodrome services. The programme details shall be included in the Aerodromes Manual.
- 4.0 The aerodrome operator shall oblige all users of the aerodrome, including fixed base operators, ground-handling agencies and other organisations that perform activities independently at the aerodrome in relation to flight or aircraft handling, to comply with the requirements laid down by the aerodrome operator with regard to safety at the aerodrome. The aerodrome operator shall monitor such compliance.
- 5.0 The Aerodromes operator shall determine in the safety programmes acceptable levels of safety objectives applicable to the provision of air traffic services within airspaces and at aerodromes.
- 6.0 An Aerodromes Safety Management programme shall, inter alia :
 - (a) identify actual and potential hazards and determine the need for remedial action;
 - (b) ensure that remedial action necessary to maintain an acceptable level of safety is implemented;

- (c) provide for continuous monitoring and regular assessment of the safety level achieved;
 - (d) Have a clearly defined safety policy and strategic objectives;
 - (e) A management commitment to SMS from the highest level in the organisation;
 - (f) Nominate a Safety Manager to coordinate and oversee the SMS program;
 - (g) Prepare Organisational Structures and Statements of responsibilities and accountabilities.
 - (h) Organise a Safety Committee to deliberate on issues related to the SMS;
 - (i) Ensure that all staff are trained and competent for the jobs.
 - (j) Inform staff on safety issues through relevant training, safety literature and safety seminars.
 - (k) Have safety oversight audit programs to ensure that individuals in the organisation are doing their assigned duties as per procedures.
- 7.0. Any significant safety-related change to the Aerodromes operation shall only be effected after a safety assessment has demonstrated that an acceptable level of safety will be met and users have been consulted. When appropriate, the responsible authority shall ensure that adequate provision is made for post implementation monitoring to verify that the defined level of safety continues to be met.
- 8.0. This Aeronautical Information Circular shall be in force with immediate effect. Flight Safety and Standards will issue a Certificate to certify compliance with Safety Management System requirements established in this AIC.


D. Chawota
GENERAL MANAGER