



Resolution Number 7

Manual Amendments

Whereas having up to date manuals and procedures is critical to the safe and efficient operation of an air carrier, and;

Whereas due to staffing and other priorities at Transport Canada operators are experiencing significant delays in having manual amendments processed, and;

Whereas these delays are creating a dysfunctional system where in some cases safety and process improvements are delayed in their implementation, and;

Whereas operators with a fully functional Safety Management System (SMS) have mechanisms in place to evaluate the impact of changes against both regulation and their operation, and;

Whereas Transport Canada reviews the effectiveness of an operator's program including its manuals and processes on a periodic basis by means of a Program Validation Inspections (PVI);

Therefore, be it resolved:

That Transport Canada move to a process whereby operators with a fully functional SMS system can qualify to amend their manuals without the need for Transport Canada approval prior to the implementation of the change, but rather any changes made are reviewed and approved during routine PVI inspections.

Passed at the 38th Annual General Meeting in Whitehorse, April 30, 2014