



Resolution Number 8

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 without a fully functional Safety Management System (SMS) are smaller and less complex and typically have simpler manuals and procedures, and;

Whereas Transport Canada reviews the effectiveness of an operator's program including its manuals and processes on a periodic basis by means of routine inspections.

Therefore, be it resolved:

That Transport Canada move to a process whereby non-SMS carriers not on any enhanced monitoring system can qualify to amend all or part of 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 the next routine inspection.

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