



ASAP



NEWSLETTER

In This Issue

[Goals for 2012](#)

[ASAP Annual Meeting](#)



Goals for 2012

One of the functions of the ASAP Steering Committee is to set the goals for the program each year. We had one session at the annual meeting to solicit input and gauge support for proposed goals.

The ASAP Steering committee has established the following program goals for this coming year.

- 1) Improve distribution of

Add Bristow Helicopters



Bristow Helicopters of Alaska, based in Fairbanks, has joined the Medallion ASAP Program. They also have a FAR 145 repair station certificate which will be covered under ASAP. That is a first for our program! FAA's Donald Lindsey, manager of the Fairbanks FSDO left, is shown with Bristow's Richard Rogers General Manager/Director of

Monthly ASAP summaries so that 100% of ASAP Participants have an opportunity to review the information each month.

- 2) Increase the average number of reports received from six to eight per month.
- 3) Increase the number of maintenance related reports.
- 4) Add two more carriers to the Medallion ASAP program.
- 5) Conduct two joint safety meetings to review Corrective Actions in a group setting and encourage other carriers to review and adopt 'lessons learned.'
- 6) Provide carriers with a detailed description of a few selected highly impactful reports and corrective actions which carriers can use to promote the ASAP program during recurrent employee training.



Operations, on the right.

Continued Support for Medallion's ASAP

ASAP Annual Meeting

We held our second annual ASAP meeting on September 15 in Anchorage. The FAA Flight Standards Assistant Division Manager, Peter Devaris gave the opening remarks and expressed the FAA's continued support for the Medallion Foundation's ASAP program. We also discussed the recent MOU changes which we covered in detail in the last newsletter. From there we moved on to discuss how the FAA prepares for ERC meetings and the interaction between our assigned FAA representatives and the carriers Certificate Management Team (CMT). Mary O'Connor from NIOSH presented a summary of the ASAP data from her perspective and identified some issues with tracking corrective actions and crew complement which the Steering Committee is addressing. Next, there was a panel discussion on how to better share safety data that is generated by the ASAP program so that more carriers gain the benefit of the report and the corrective action. Several of these items will be discussed later in the section on goals. Jim Tupper, one of the FAA ERC representatives discussed the new process described in the revised MOU for the ERC to determine what level of Administrative Action, if any, is appropriate if there was a violation of the FAR's involved. Following that, there was an update from the ASAP Steering Committee and the selection of new members. Ron Burkevich and Bill Kolstad had both served on the Steering Committee for one year and felt it was time to give others an opportunity. We want to thank them for their commitment of time and energy to help improve the ASAP program. We did have several new volunteers: Jon Eichler, Bruce Phillips, and Dale Ferguson. Dan Corson agreed to stay on the Committee along Mary O'Connor and of course Michelle Fabry. We have had one planning meeting and the Committee is moving forward dealing with the issues. If you would like more information of about any of the events at the meeting please contact the Medallion ASAP manager.

Participation during employee training

One item discussed in the annual ASAP meeting was the positive response received by the FAA ERC Representative participating in initial and recurrent employee training.

This is one of the best ways to get employees questions answered and also increase the level of trust individuals feel in dealing with the FAA.

When you are planning employee training at your company please invite the FAA representative to participate if even for just a few minutes.

It has proven to be beneficial to participation and support of the ASAP program.

Feedback and New Topics

Your feedback is always welcome. Let me know if you have question or comments about this newsletter. Also, if you have suggested topics you would like discussed, send them to Kent@medallionsafety.org

Quick Links

[Medallion Foundation](#)

[ASAP Reporting Form](#)

[ASAP MOU](#)

What is 'Written Guidance' required by MOU?

Paragraph 15 of the revised MOU requires each MPC to provide written guidance to each covered employee before the program begins. During our annual ASAP meeting a question came up about what specifically this written guidance must contain. The Steering Committee addressed this issue at their last meeting. The Committee felt that companies can and do meet this requirement in many ways. The intent is to ensure that employees have a good working knowledge of the ASAP program through training and written instructions they can use at a later date, if needed, to refresh themselves on the details and information on how to file a report. Some companies have provided this information on a company website, others have provided printed material employees can carry with them. The Committee felt the specific ways this is accomplished should not be restricted as long as the information is provided to the employees.

ERC determination of Informal Action

Paragraph 13 (b) of the revised MOU outlines the process for the ERC to determine what level of Administrative action is appropriate in a non-sole source report involving a possible violation of the FAR's by the individual making the report. Just by the way of a quick review, remember that a non-sole source report means the FAA knew about the event outside of the ASAP report. Remember that the FAA is also limited to Administrative action for reports that are accepted by the ERC. There is formal Administrative action which is a Warning Notice or Letter of Correction. Remember that these are not findings of a violation but are official letters from the FAA and are kept on file in Oklahoma City for two years and then removed. Informal Administrative Action includes written or oral counseling. A record of this counseling may be maintained at the local FSDO but is not sent to Oklahoma City. The last option is No Action. The FAA has to be able to establish a violation occurred without

using any information provided in the ASAP report. If they don't have 'sufficient evidence' to establish a violation then the FAA can take no action. The ERC will determine, with the help of the FAA ERC Representative, which type of Administrative action is appropriate. A detailed explanation of the information can be found in FAA Order 8900.10, Volume 14, Chapter 1.

About Medallion Foundation

"The mission of the Medallion Foundation is to reduce aviation accidents in Alaska by fostering a new safety culture and by promoting higher safety standards through research, education, auditing and advocacy."

Medallion Foundation-(907) 743-8050-5520 Lake Otis Parkway-Anchorage, Alaska 99507