

SAFETY INCIDENT PROCEDURES

The following is the method by which the International Council of Air Shows and its members shall handle all issues concerning safety violations.

Any incident, in which the immediate safety of the pilot, ground crew, crowd, or any other person(s) or property is in question, witnessed by any person(s), at an air show event, display, or practice will be considered a safety violation and investigated in the following manner.

1. An incident may be reported by several methods, including telephone call(s), fax or email directly to the ICAS President, Director of Operations, Safety and Operations Committee Chairman, Performer Safety and Operations Committee Chairman, Event Organizer Safety and Operations Committee Chairman or a report from the Federal Aviation Administration (FAA) Inspector in Charge (IIC).
2. Upon receipt of a report of an unsafe act in the air show industry, the ICAS Director of Operations, in conjunction with the Safety and Operations Committee Chairman, will determine the appropriate committee or person(s) to delegate for a fact-finding committee. Regardless of the incident, the ICAS Director of Operations and/or the Safety and Operations Committee Chairman will contact, in person or via telephone, the person(s) involved in reporting the incident, the airboss (if applicable), and the FAA IIC (if applicable) in order to collect all relevant information pertaining to the incident. Additional fact-finding may include communication with any appropriate parties in order to gain a more complete understanding of the incident. The fact finding process shall not exceed five (5) working days and a report of the circumstances will be given to the ICAS President, Director of Operations and Chairman of the Safety and Operations Committee. (NOTE: The ICAS Director of Operations, or his designee, is a member of all safety-related fact-finding committees)
3. Should the ICAS Director of Operations, along with the Safety and Operations Committee Chairman and the assigned investigating person(s) or committee, determine that the offense was a one-time incident, and is convinced that repetition of the event is not likely to occur, the ICAS Director of Operations shall document those findings in a memorandum to the involved parties. The memorandum will include, at a minimum, a specific explanation of the safety incident and a clear statement of the course of action ICAS shall pursue should the safety incident be repeated. This documentation shall be

held for two (2) years, and a reference notation placed in the Statement of Aerobatic Competency file (if applicable). At the end of the second calendar year, the documentation will be removed from the pilot's SAC file. The incident response procedures shall be considered completed.

4. Should the ICAS Director of Operations and/or the Safety and Operations Committee Chairman determine that the incident created a significant safety hazard or constituted an imminent loss of life threat to performers or spectators, the ICAS Director of Operations will organize a conference call with the investigating person(s) or committee, the Safety and Operations Committee Chairman, and other persons/committee(s) as appropriate and the person(s) responsible for the safety incident. The ICAS Chairman of the Board and President shall be notified of the call, but are not required to participate.

All parties, with the exception of the responsible person(s) shall be briefed on all concerned issues at least one (1) day prior to the conference call.

5. The conference call will be conducted for the purpose of assessing the potential risk to safety from the incident, whether or not the incident is likely to happen again without corrective action, and whether or not the individual(s) understand the severity of the safety incident for which they were responsible. Possible actions that may be taken by ICAS are covered in the appendices addressing each discipline.

The findings of the conference call and resultant ICAS actions will be recorded in a memorandum prepared by the ICAS Director of Operations, sent to the responsible party, the selected committee members, the Safety and Operations Committee Chairman, as an information item to the appropriate follow-on committee, and the ICAS President. This memorandum will be held for three (3) years. The incident response procedures shall be considered completed.

In the event that it is determined by the ICAS Director of Operations, Safety and Operations Committee Chairman and the selected members of the fact-finding committee that the first incident was so egregious and/or irresponsible, it shall be possible to use ANY action necessary to remedy the incident. These actions include any of the possible solutions outlined in the appropriate appendix for the person(s) in question.

6. Should, after the incident procedures are completed, the ICAS safety leadership receive another report regarding the same individual(s) for the same or similar safety incident, or any other possible repeat safety incident, the ICAS staff will confer with the appropriate committee(s) to determine the necessary corrective action to assure that the safety incident is not revisited. Possible actions that may be taken by ICAS are covered in the appendices addressing each discipline. This corrective action may include but not be limited to suspension of rights to exhibit at the ICAS Convention and/or revocation of ICAS membership. Any disciplinary action taken shall be documented in a memorandum to the responsible party, the ICAS Director of Operations, the Safety and Operations Committee Chairman and the follow-on committee. The documentation of the corrective action will be held for at least three (3) years but not more than five (5) years.

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Work Areas covered by this incident response program

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2. Non-Aerobatic performer (pilots)
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6. Pyro Operator
7. Air show Event Organizers
8. R/C Modeler
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10. TBD

Appendix 1: Aerobatic performer

Normally, using the general procedures outlined in item 2 (above), the ACE committee chairman, other ACE committee members selected, and any other subject matter experts deemed necessary, shall be designated as the fact-finding committee for flying incidents. (NOTE: The ICAS Director of Operations, or his designee, is a member of all fact-finding committees.)

After being activated as the fact finding team, the team chair will immediately coordinate with the ICAS Director of Operations and Safety Committee Chairman (and ACE Committee Chairman if he/she is not on the fact-finding committee) to determine the specific circumstances of the incident or accident. The fact-finding chair will, without delay, initiate a fact-finding committee conference call to delineate responsibility and generate a time line.

During the investigation phase, the fact-finding committee may contact whomever they deem necessary to gain a full understanding of the incident. As a matter of both policy and procedure, the pilot's Aerobatic Competency Evaluator should be included in the fact-finding phase.

Potential corrective action for repeated safety incidents may include (but will not necessarily be limited to) any combination of the following: a recommendation to the FAA to change the flying level on a pilot's SAC card, a recommendation to the FAA for a 30-day suspension of a pilot's Statement of Aerobatic Competency (SAC) card, a recommendation to the FAA for revocation of a pilot's SAC card, publication of the unsafe act in the ICAS publication Fast Facts, a memorandum to the Federal Aviation Administration, suspension of rights to exhibit at the ICAS Convention and/or revocation of ICAS membership.

At the conclusion of the fact finding phase (no longer than 5 working days), the fact-finding committee, in conjunction with the ICAS Director of Operations, shall issue a report of their findings of the facts and circumstances and recommended actions to be taken. The report will be submitted to the ICAS Board Chairman, ICAS President, Director of Operations, Chairman of the Safety Committee and Chairman of the ACE Committee.

With the submission of the report the fact-finding committee's mission is complete and, subject to items 3/4/5 above, is dissolved.

Appendix 2: Non-aerobatic pilot performer

Normally, using the general procedures outlined in item 2 (above), the PSOC committee chairman shall designate one member of the PSOC as fact finding committee chair, two other PSOC committee members shall be selected, and any other subject matter experts deemed necessary, shall be designated as the fact-finding committee for non-aerobatic flying incidents. (NOTE: The ICAS Director of Operations, or his designee, is a member of all fact-finding committees.)

After being activated as the fact finding team, the team chair will immediately coordinate with the ICAS Director of Operations and Safety Committee Chairman (and ACE Committee Chairman if he/she is not on the fact-finding committee) to determine the specific circumstances of the incident or accident. The fact-finding chair will, without delay, initiate a fact-finding committee conference call to delineate responsibility and generate a time line.

During the investigation phase, the fact-finding committee may contact whomever they deem necessary to gain a full understanding of the incident.

Potential corrective action for repeated safety incidents may include (but will not necessarily be limited to) any combination of the following: (in the case of a non-aerobatic formation team member, a recommendation to the FAA for a 30-day suspension of a pilot's formation card, a recommendation to the FAA for revocation of a pilot's formation card), publication of the unsafe act in the ICAS publication Fast Facts, a memorandum to the Federal Aviation Administration, suspension of rights to exhibit at the ICAS Convention and/or revocation of ICAS membership.

At the conclusion of the fact finding phase (no longer than 5 working days), the fact-finding committee, in conjunction with the ICAS Director of Operations, shall issue a report of their findings of the facts and circumstances and recommended actions to be taken. The report will be submitted to the ICAS President, Director of Operations, Chairman of the Safety Committee and Chairman of the PSOC and ICAS Board Chairman, if requested.

With the submission of the report the fact-finding committee's mission is complete and, subject to items 3/4/5 above, is dissolved.