U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL AVIATION ADMINISTRATION
Central Service Area

ORDER NUMBER JC 1030.6A
Effective Date:
MAY 9 2011

SUBJ: Safety Management System Implementation for Central Service Area Technical Operations

1. This order defines roles, responsibilities, and procedures for implementation of the Safety Management System (SMS) within the Central Service Area (CSA), Technical Operations Directorate.

2. It is not our intention to supersede or contradict existing SMS policy, but to document and improve SMS processes in the CSA and ensure successful implementation of SMS and continual compliance.

3. This order will be modified as needed to incorporate changes in CSA processes and National Policy.

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Director, Technical Operations, Central Service Area

Distribution: Central Service Area

Initiated by: AJW-C

Chapter 1 – General

1. Purpose of This Order. This order establishes policy for the implementation of the Safety Management System (SMS) within the Central Service Area (CSA) Technical Operations Directorate. The purpose of this order is to clarify roles, responsibilities and requirements for conducting Safety Risk Management (SRM) assessments; establish signature requirements on SRM documents; ensure successful implementation of SMS and continual compliance. This updated policy replaces the September 8, 2008 CSA, Safety Risk Management (SRM) policy document.

2. Audience. CSA Technical Operations Managers and Technical personnel within Engineering Services, Technical Services, Districts and the Central Service Center Planning and Requirement Group (P&R) and Quality Control Group (QCG).

3. Where can I find this order? You can find this order on Central Service Center, Quality Control Group, Organizational Evaluation Team Webpage under suggested reading or by using URL: https://employees.faa.gov/tools_resources/orders_notices and searching the order number or title.

4. Background. Aviation safety is a fundamental mission of the Federal Aviation Administration (FAA). In accordance with International Civil Aviation Organization (ICAO) Annex 11 and FAA Order 1100.161, Air Traffic Safety Oversight (AOV), the Air Traffic Organization (ATO) has chosen to implement a formal SMS.

In October 2006 the Director of Technical Operations, Central Service Area, defined the requirements for establishing an SMS, in a SMS Implementation Memorandum. SMS policy was established and CSA compliance was documented in September 2007.

This Central Service Area SMS Policy has been established to ensure continued compliance is maintained and the overall objectives of SMS are accomplished within the CSA Technical Operations Directorate. This policy addresses each of the four components of the SMS defined below:

a. Safety Policy: requirements, standards, methods and processes the ATO uses to achieve its safety outcomes.

b. Safety Risk Management: the processes and practices used to assess changes to the National Airspace System (NAS) for safety risk, the documentation of those changes, and the continuous monitoring of the effectiveness of any controls used to reduce risk to acceptable levels.

c. Safety Assurance: the processes used to evaluate and ensure safety of the NAS, including evaluations, audits, and inspections, as well as data tracking and analysis.

d. Safety Promotion: the communication and dissemination of safety information to strengthen the safety culture and support the integration of the SMS into operations.

5. Delegation of Authority: Authority for revisions to this policy is delegated to the Central Service Area Director of Technical Operations.

6. SMS Policy: ATO Order JO 1000.37, Safety Management System defines the policy, applications, and supporting documents of the SMS within the ATO. It identifies the strategic

and tactical safety responsibilities of all of the Service Units, addresses the requirements, safety standards and guidance under which the ATO operates, and establishes the SMS policy all ATO personnel must adhere to. The SMS Manual further outlines the procedures and responsibilities regarding the functioning of the SMS and focuses on clarifying safety management processes.

The following orders and memorandums required to be followed for compliance:

Orders:

- FAA Order JO 1000.37, Air Traffic Organization Safety Management System
- FAA SMS Manual
- FAA Order 1100.161A, Air Traffic Safety Oversight
- FAA Order JO 1000.38, Technical Operations Services Safety Management System Internal Safety Assurance Program (ISAP)
- FAA Order 6000.50, Technical Operations National Airspace System (NAS) Integrated Risk Management
- FAA JO 1030.5, Technical Operations SMS Roles and Responsibilities
- FAA Order 1800.66, Configuration Management Policy

7. Accountable Officials. The Director of Technical Operations, Central Service Area, is accountable for implementation of the SRM process within the CSA and has the responsibility to fulfill the requirements of this policy.

The CSA is committed to implementing the SMS in the provision of Air Traffic Control and navigation services. The Director of Technical Operations, CSA will ensure that SMS is established within the CSA, Technical Operations Directorate and the principles of SRM are applied to appropriate changes to the National Airspace System (NAS). The SMS reinforces and improves the FAA's existing safety culture and the structure of its safety system.

8. SMS Objectives. The overall objective of the SMS policy is to increase the safety of the NAS by reducing the potential for accidents and only knowingly accept risk (mitigated to an acceptable level) into the NAS. The following initiatives have been established for CSA Technical Operations under the four components of SMS for continued program support and compliance and shall be accomplished with the support of the QCG Safety Management Specialists:

a. Safety Policy:

(1) Communicate SMS policy changes throughout the CSA Technical Operations during recurring meetings and telcons as needed.

(2) Integrate SMS requirements into CSA internal policy and procedures where applicable

b. Safety Risk Management:

(1) Establish internal controls that ensure CSA projects that constitute a NAS change address SRM.

(2) Assess any changes to the NAS, including system design, operations, and/or procedures to determine if the change impacts NAS safety. If there is no safety impact, it shall be documented in a Safety Risk Management Decision Memo (SRMDM). If safety risks are identified the risks will be eliminated or controls will be developed and implemented to manage the risks at an acceptable level throughout the lifecycle of the change. The outcome of the safety assessment including risks and mitigations will be documented in a Safety Risk Management Document (SRMD).

c. Safety Assurance:

(1) Hold process improvement meetings quarterly to conduct an internal process evaluation and discuss new policy and potential impacts, making adjustments in processes as needed.

(2) Conduct an annual Internal Safety Assurance Program (ISAP) evaluation per order JO 1000.38, to verify SMS compliance and implement accepted recommendations for continual improvement presented by the evaluation team.

(3) SRM documents shall be reviewed by a Safety Reviewer (see definitions) that has completed SMS Practitioner Training (Appendix F) and the Technical Operations Reviewer Workshop.

d. Safety Promotion:

(1) Support awareness of this policy and ensure all employees complete required SMS training.

(2) Implement and support the use of a non-punitive safety reporting system that promotes continual safety improvement through timely action when appropriate, and feedback to the reporters.

(3) Train all CSA Technical Operations, technical employees, as well as encourage open discussions and endorsements of SMS.

Chapter 2 – Safety Risk Management Requirements

1. What is SRM? Safety Risk Management is a formal documented methodology for conducting safety risk assessments for any planned change in the NAS and is required whenever there is proposed change to the NAS. The product of the SRM assessment for a NAS change is either an SRMDM (see Appendix B) or SRMD (see Appendix D).

2. Who Initiates Changes to the NAS? Changes can be initiated by Engineering Services, Technical Support Organization Staff, local System Support Centers, Air Traffic, Airports, Airports sponsors, or a variety of other sources. Within the Technical Operations Service Unit, most changes to the NAS are initiated by the program offices at headquarters or by second level engineering; for example, new systems, System Support Directives, changes to maintenance directives, and modifications to existing systems all require SRM which must be completed by the originating office.

3. When is SRM Required?

a. An SRM assessment is required anytime a NAS change or project calls for the submission of a National Change Proposal (NCP) and approval by the Configuration Control Board.

b. An SRM assessment is required for all NAS changes; however, some projects that may not constitute a NAS change may warrant completion of an SRM assessment due to complexity, scope, and their potential to impact critical NAS operations. In such instances the SRM assessment is not mandatory but is highly recommended and is left up to the discretion of the project team planning and implementing the project and the Central Service Center (CSC) QCG SRM Specialist. The decision process for conducting SRM is often a shared responsibility (particularly if it impacts other organizations or service units), and is outlined in the SRM Flow Process attached in Appendix G. The purpose of the SRM Flow Process is to outline responsibilities for Technical Operations Engineers and Technicians, Central Service Center (CSC) QCG SRM Specialist and the CSC Planning and Requirements Project Implementation Manager (PIM).

4. Who is Responsible for Completing SRM?

a. The initiator of the NCP is responsible for completing the SRM on Technical Operations NAS changes.

b. Engineering Services and Technical Services projects may impact other service units (Terminal or EnRoute), resulting in the requirement for an SRM assessment. For example, a new system installed or system upgrades may require new, removed or modified Air Traffic procedures, or air routes to be established and published. Under such circumstances, coordination with the impacted organization is critical as the impacted organization would be responsible for completing an SRM. Technical Operations representatives may be requested to support panels or meetings to discuss potential safety impacts and review SRM documents.

Chapter 3 – ROLES AND RESPONSIBILITIES

Order 1030.5, Technical Operations Roles and Responsibilities define roles and responsibilities for Technical Operations Directors and Managers down to the District and Group Manager. This order further defines the roles and responsibilities for engineers, technicians and Service Center specialist that support SMS processes in the Central Service Area.

1. Per Order 1030.5, Technical Operations Group Managers or Equivalent:

a. Ensures that Technical Operations SMS policy is implemented, resourced, and monitored for continual compliance and evaluated for effectiveness.

b. Ensures all CSA Technical Operation employees receive the appropriate training per SMS Manual (see Appendix F for available training).

c. Signs SRMDs/SRMDMs in accordance with SRM policy (see Appendices C and E).

d. Ensures copies of all final (signed) SRMDs and SRMDMs are maintained.

e. Ensures that hazard risk mitigation monitoring is performed for the lifecycle of the change per Technical Operations Safety Guidance.

f. Identify SMS issues that could potentially impact a Technical Operations core business practice to the CSC Quality Control SRM Specialist for resolution.

2. The roles and responsibilities of the Engineering Center Managers, Technical Support Staff Managers, SSC Managers and GNAS managers is the following:

a. Ensures that Safety Risk Management is completed on projects as required.

b. Provide Subject Matter Experts (SMEs) to support SRM panels in Technical Operations and other external organizations as requested. (SME is not a SRM expert but a technical expert).

c. Provide support for Technical Operations SMS Process Improvement meetings as needed.

d. Review and sign SRMDs/SRMDMs in accordance with SRM policy (see Appendices C and E).

3. Technical Operations Engineers and Technicians:

a. All employees must comply with ATO SMS policy and all other subordinate Service Unit policies, procedures, and guidance within their areas of responsibilities.

b. Conduct SRM assessments on all changes that impact the NAS.

c. Participate in SRM panels as an SME when assigned.

d. Coordinate with CSC QCG SRM Specialist to determine if proposed local NAS changes are safety significant and therefore would require an SRMDM or SRMD.

e. Send all SRMDs and SRMDMs to the CSC QCG for review. All documents must be signed by the Safety Reviewer (CSC QCG SRM Specialist) prior to being forwarded to the appropriate manager for signature.

f. Maintain a copy of the signed document and forward a copy of the signed document to QCG.

g. Monitor the effectiveness of hazard mitigations implemented and recommend changes if necessary.

4. Manager, Central Service Center, Planning and Requirements:

a. Ensures that SRM/SMS requirements are integrated into P&R processes for managing Central Service area projects and programs (see Appendix G:Flowchart).

b. Ensures SRM/SMS requirements are integrated into all projects submitted through P&R.

c. Ensures that SRM is completed on projects and SRM is included in project schedules as required.

d. Ensures CSC P&R employees receive the appropriate SMS training.

e. Provide support for Technical Operations SMS Process Improvement meetings as needed.

f. Coordinates with ATO National Program Offices to obtain SRM documents for projects to be implemented in the CSA.

5. Manager Central Service Center Quality Control Group:

a. Facilitate and assist establishment of SRM Panels.

b. Assist with writing SRMDs and SRMDMs.

c. Designates a Safety Reviewer. The Technical Operations Safety Reviewer (usually a QCG SRM Specialist) is trained by the Technical Operations National Safety Engineer and certified as a Safety Reviewer. The Safety Reviewer will review SRMDMs and SRMDs for an independent quality control check, verify the integrity of the document, and sign the document as Safety Reviewer (chapter 3, paragraph 6), prior to managers concurrence or approval.

d. Assist in developing and interpreting SMS policy.

e. Supports the implementation of SMS activities, which include Policy, SRM, Promotion, and Assurance, across the Service Area in accordance with the SMS Board's Standard Operating Procedures.

f. Ensure all hazards are input in the FAA's Hazard Tracking System (HTS), by the designated QCG specialist.

g. Support, advise and assist P&R and Change Initiator with SRM process as needed.

h. Provide recommendations on SRMD approval, when change involves external organizations i.e. Airports or Flight Standards.

i. Chair SMS Process Improvement telecon as needed to conduct an internal process evaluation and discuss new policy and potential impacts.

Appendix A – Definitions and Acronyms

DEFINITIONS:

1. Approval. The formal act of responding favorably to a change submitted by a requesting organization. This action is required prior to the proposed change being implemented.

2. Concurrence. Agreement with results or conclusions expressed in a change justification, SRMDM, SRMD, or other document.

3. Hazard. Any real or potential condition that can cause injury, illness, or death to people; damage to or loss of a system, equipment, or property; or damage to the environment. A condition that is a prerequisite to an accident or incident.

4. Mitigation. Action taken to reduce the risk of a hazard's effect.

5. NAS. The National Airspace System is the collection of documents, personnel, procedures, systems, and services that the ATO uses to provide ATC and navigation services.

6. Oversight. To validate the development of a defined system and verify compliance to a pre-defined set of standards; Regulatory Supervision.

7. Requirement. An essential attribute or characteristic of a system. It is a condition or capability that must be met or passed by a system to satisfy a contract, standard, specification, or other formally imposed document or need.

8. Risk. The composite of predicted severity and likelihood of the potential effect of a hazard in the worst credible system state.

9. Risk Acceptor. The appropriate management official that signs the SRMD acknowledging that he or she understands the safety risk associated with the change and he/she accepts that safety risk (limited to medium and low) into the NAS.

10. Safety. Freedom from unacceptable risk.

11. Safety Reviewer. A representative that has completed Technical Operation Safety Reviewer training that verifies the integrity of the SRM documentation in accordance with Technical Operations SRM policy and signs both SRM Documents and Decision Memorandums prior to management concurrence and/or approval.

12. Safety Management System (SMS). An integrated collection of processes, procedures, policies, and programs that are used to assess, define, and manage the safety risk in the provision of ATC and navigation services.

13. Safety Risk Management (SRM). A formalized, proactive approach to system safety. SRM is a methodology applied to all NAS changes that ensures that hazards are identified and unacceptable risk is mitigated prior to the change being made. It provides a framework to ensure that once a change is made, it continues to be tracked throughout its lifecycle.

14. Safety Risk Management Decision Memo (SRMDM). The documentation of the decision that the proposed change does not impact NAS safety. The memo includes a written statement of the decision and supporting argument and is signed by the manager and kept on file for a period equivalent to the lifecycle of the system or change.

15. Safety Risk Management Document (SRMD). Thoroughly describes the safety analysis for a given proposed change. It documents the evidence to support whether or not the proposed change to the system is acceptable from a safety risk perspective. SRMDs are kept and maintained by the organization responsible for the change for a period equivalent to the lifecycle of the system or change.

16. System. An integrated set of constituent pieces that are combined in an operational or support environment to accomplish a defined objective. These pieces include people, equipment, information, procedures, facilities, services, and other support services.

17. Technical Operations SMS Board. Develops internal policy and processes to support standardization of SMS across AJW. The board is comprised of representatives from various Technical Operations service directorates.

ACRONYMS:

AJS	Air Traffic Organization Safety Management System (SMS) Office
AJW	Technical Operation Services, Air Traffic Organization
AOV	Air Traffic Safety Oversight Service
ATO	Air Traffic Organization
ATC	Air Traffic Control
CSA	Central Service Area
CSC	Central Service Center
eLMS	Electronic Learning Management System
HTS	Hazard Tracking System
ICAO	International Civil Aviation Organization
ISAP	Internal Safety Assurance Program
NAS	National Airspace System
NCP	NAS Change Proposal
P&R	Planning and Requirements
QCG	Quality Control Group
SME	Subject Matter Expert
SMS	Safety Management System
SRM	Safety Risk Management
SRMD	SRM Document
SRMDM	SRM Decision Memorandum
SRMP	Safety Risk Management Panel

Appendix B – SRMDM Template

Federal Aviation

Administration

Memorandum

Date:

To: < A designated management official from the affected Service Unit(s) >

From: < Manager, ATO-X, Facility Y or Organization >

Prepared by: <Name>

Subject: Safety Risk Management Decision Memorandum (SRMDM) for < name of proposed change/case file >

National Airspace System (NAS) Change:

< Provide a brief reasoning/motivation for the change/procedure initiative. Include the scope of the change (local or NAS-wide) and specific reasons for proposing the change (e.g., increased airport capacity, operational efficiency, reduction in operating costs, etc.). >

Rationale for not requiring SRM:

< In this paragraph, state the reason(s) as to why further SRM analysis is not required for the proposed change. You must include or attach all supporting documentation used in the decision process which determined the change does NOT introduce any safety risk into the NAS. Additionally, you must ensure with supporting rationale that your reason for not performing further SRM analysis is in compliance with the Safety Management System (SMS) Manual. The decision memo must be kept on file for a period equivalent to the lifecycle of the system or the change.>

<If the proposed change affects other organizations, you are responsible for coordinating the proposal of the change and the decision to not perform additional SRM. In this paragraph you need to have a statement of coordination (e.g., ATO-X, Y and Z have all reviewed and concur that the proposed change does not introduce any safety risk into the NAS). >

We, the undersigned, assure the change described above does not introduce any safety risk into the NAS.

Signature(s):

Reviewed by:

_____ _____

Safety Reviewer Date

Central Quality Control Group (AJV-C11)

Approved by:

_____ _____

Name & Organization & Routing Symbol Date

(K Band Manager of Initiator)

Note: Signatures in template above represent the minimum requirement and may be modified by Quality Control Group Safety Reviewer.

Appendix C – SRMDM Signature Requirements

SRMDM Originating in SSC

Originator/Change Agent	SSC
Prepared by	SSC Specialist
From	SSC Manager
To	District Manager
Reviewer	Safety Reviewer, CSC QCG
Approved by	District or GNAS Manager

SRMDM Originating in TSOG

Originator/Change Agent	TSOG
Prepared by	TSC Specialist
From	TSC Manager
To	GNAS or District Manager
Reviewer	Safety Reviewer, CSC QCG
Approved by	TSOG Manager

SRMDM Originating in Engineering Services

Originator/Change Agent	Engineering Services
Prepared by	Engineering Services Specialist
From	Engineering Center Manager
To	GNAS or District Manager
Reviewer	Safety Reviewer, CSC QCG
Approved by	Engineering Services Group Manager

Note: Signature levels in tables above represent the minimum requirement and may be modified by QCG Safety Reviewer.

Appendix D – High-level Guidance on Writing an SRMD

This outline provides some general instructions based on the requirements discussed in the current version of the ATO SMS Manual. This is guidance; the SRMD should be tailored to the proposed change. (See SMS Manual Appendix K for template)

SRMD Change Page

Include a table listing changes made to the different versions of the SRMD, including the corresponding date and version number.

Signature Page

The signature page should contain the following information:

- **Title:** A clear and concise description of the proposed change
- **Originator Information:** Originator's name, organization, contact information, etc.
- **SRMD Information:** SRMD submission date, SRMD revision number, etc.
- **Reviewer Information:** If the SRMD has gone through a peer-review prior to being submitted for approval, concurrence should be noted. Includes reviewer signature(s), name(s), organization(s), and date.
- **SRMD Approval and Risk Acceptance Signature(s):** The necessary signatures required for SRMD Approval and Risk Acceptance (see appendix E)
- **Proposal Rejection:** When a proposed change is considered unsafe for implementation, such a decision should be recorded in the SRMD, with accompanying rationale, and appropriate signatures.

Executive Summary

The summary should give a general description of the proposed change/procedure, including a list of the hazards with associated high or medium risks and their corresponding initial and predicted residual risk. Include a high level system description, a summary of how the SRMD was developed, and what process/method was used to move through the SRM process.

Introduction

Provide a brief reasoning/rationale for the change/procedure initiative. The scope of the change, whether it is more complex or far-reaching, will determine the need for increased scope and detail of the analysis to be performed.

Section 1 – Current System/System Baseline

In this section, provide a description of the current system or existing procedures, as well as corresponding (operational) system states. If the proposal entails a procedural change, describe the current procedure and its operational environment. If the current system or procedure is unique and has challenges associated with its unique situation, be sure to point these out.

Section 2 – Proposed Change

This section should give a description of the proposed change/procedure, identifying which safety parameters are involved.

Section 3 – Safety Risk Management Planning and Impacted Organizations

Prior to initiation of the safety analysis, SRM planning is necessary. It is essential to select the appropriate SRM participants, identify the SRM Panel, schedule milestones, and assign tasks and responsibilities. With regards to the organizations that are impacted by the change, describe the method used for collaboration between those organizations during the identification, mitigation, tracking, and monitoring of hazards associated with the change. The information provided in this section should meet the requirements in the *ATO SMS Manual.*

Section 4 – Assumptions

If in the process of modifying an existing system or developing a procedure any assumptions are made in order to make the evaluation of the change more manageable, clearly define and document them in this section.

Section 5 – Phase 1: System Description

The system description should provide a description of the system/procedure, its operational environment, and the people involved/affected by the change/procedure, and the equipment required to accommodate the change.

Section 6 – Phase 2: Identified Hazards

The SRM Panel identifies hazards as a collaborative effort. The tool(s) and technique(s) used to identify hazards should be specified and discussed. In this section, the identified hazards are documented, as well as their corresponding causes, the corresponding system states considered, and the consequent potential outcome. It is important to realize that while identification of the "worst credible outcome" and the system state in which the worst credible outcome occurs is required, system states with less severe outcomes should not be ignored. The information provided in this section should meet the requirements outlined in the *ATO SMS Manual*.

Section 7 – Phases 3 & 4: Risk Analysis & Risks Assessed

Describe the process used to analyze the risks associated with the identified hazards, referencing the Severity Definitions in Table 3.3 and the Likelihood Definitions in Table 3.4. Specify what type of data was used to determine likelihood of risk occurrence (e.g., quantitative or qualitative), as well as the sources of the data. The Risk Matrix should provide an illustration of the predicted initial/current risk(s) associated with the identified hazards. The information provided in this section should meet the requirements outlined in *ATO SMS Manual.*

Section 8 – Phase 5: Treatment of Risks/Mitigation of Hazards

If the existing controls and mitigations do not acceptably mitigate the hazards, then additional recommended safety requirements should be identified. It should reflect how the recommended safety requirements are expected to reduce the initial/current risk to an acceptable predicted residual risk level. Low risk hazards might still warrant recommended safety requirements. Ensure that the authority responsible for implementation of the recommended safety requirement(s) is aware of the requirement and was/is involved in the safety analysis. Moreover, should a mitigation require approval, then it is important to state this, as well as who would be the approving authority. Risk mitigations are validated and verified prior to seeking SRMD approval. The information provided in this section should meet the requirements outlined in the *ATO SMS Manual.*

Section 9 – Tracking and Monitoring of Hazards

Once the change/procedure has been approved and implemented, tracking of hazards and verifying the effectiveness of mitigation controls throughout the lifecycle of the system or change is required. Outline the methodology for this tracking and monitoring in this section. The information provided in this section should meet the requirements outlined in the *ATO SMS Manual.*

Appendix E - SRMD Signature Requirements

Initial Medium or Low Risk SRMD

Originator	SSC	TSOG	Engineering Services
Reviewer	Safety Reviewer, CSC QCG	Safety Reviewer, CSC QCG	Safety Reviewer, CSC QCG
Reviewer	System Support Center Manager	GNAS or District Manager	GNAS or District Manager
Approval	District Manager	Tech Services Ops Group Manager	Engineering Services Group Manager
Risk Accepter	Director Technical Operations	Director Technical Operations	Director Technical Operations

Initial High Risk SRMD

Originator	SSC	TSOG	Engineering Services
Reviewer	Safety Reviewer, CSC QCG	Safety Reviewer, CSC QCG	Safety Reviewer, CSC QCG
Reviewer	System Support Center Manager	District Manager	District Manager
Reviewer	GNAS Manager	Technical Support Center Manager	Engineering Center Manager
Reviewer	District Manager	Technical Services Operations Group Manager	Engineering Services Group Manger
Reviewer	Technical Services Manager	Technical Services Manager	Engineering Services Manager

Approval	Director Technical Operations	Director Technical Operations	Director Technical Operations
Risk Accepter	VP Technical Operations	VP Technical Operations	VP Technical Operations

Note: All SRMDs with initial high risk must be reviewed by AJS and AOV for approval of mitigations. However they cannot accept risks.

Note: Signature levels are the minimum required and can be modified by CSC Technical Operations SRM Reviewer.

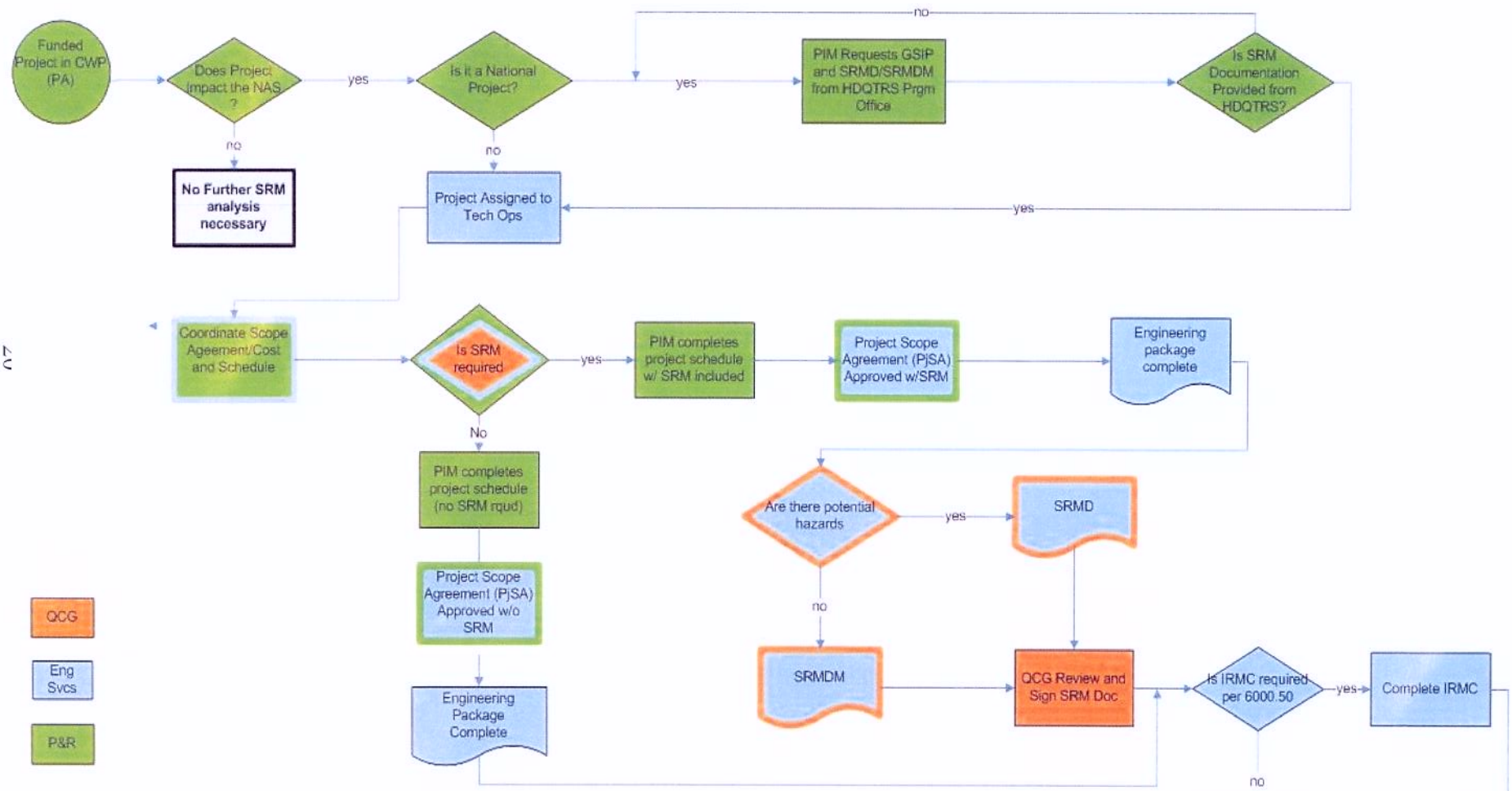
Appendix F – Training Courses

1. **Safety Management System Training SMS/SRM Operations Practitioners Course 10600:** This course is required training for all SMS Focals. A full two and a half (2 .5) day course intended for those who actually introduce or are responsible for developing and implementing NAS Changes.
2. **SMS/SRM Web-based training:** This training is available through the electronic Learning Management System (eLMS). Government employees can access the training using the following URL: https://elms.dot.gov/learner/login.jsp. **Web-Based Courses**

   a. Course 10603: Introduction to Safety Management Systems – This course is required training for all technical personnel.

   b. Course 66000001: The Manager's Role in Safety Risk Management – This course is required training for all Managers.

(Appendix G) - SRM Process Flow Chart



Note: National Projects consist primarily of Upgrades Deployed Nationwide or New Systems i.e. ERAM, ADS-B, Mark 20A ILS Wireless RMM, Digital Audio Legal Recorder, PC RVR System. National Project may still require additional local SRM.

Note: Projects that Impact the NAS include (but are not limited to) projects completed in TRACONS, ATCTS, ARTCCs, at OEP airports and systems that support operations at the listed locations ie. ASR, VOR, RCAG etc.

October 24, 2010