

JEFA Incident and Accident Communication Plan

Version 1.2, July 2007

Flying is not without risks. Even very experienced and proficient pilots, taking necessary precautions, can encounter an incident or even accident during their flying activities. It is for these circumstances that we prepared this communication plan to somewhat mitigate an already stressful situation and to keep all involved parties informed. It is therefore imperative that every member pilot has complete and up-to-date pilot information on file in JEFA's flight schedule software, FlightSchedulePro! Please verify this at regular intervals.

As per federal regulations, 49 CFR Part 830¹, operators are required to notify the NTSB immediately of aviation accidents and certain incidents. An *accident* is an occurrence associated with the operation of an aircraft that takes place between the time any person boards the aircraft with the intention of flight and all such persons have disembarked, and in which any person suffers death or serious injury, or in which the aircraft receives substantial damage (estimated damages greater than \$10,000). An incident is an occurrence other than an accident that affects or could affect the safety of operations.

Beyond the federal requirements, as outlined in the ***JEFA Aviation Safety Handbook***, the JEFA Office of Safety strives to learn about any situation where safety was or could have been compromised involving any one of our members and/or aircraft; referred to here as a "Safety Event". The reason is that we cannot eliminate safety-compromising situations that we do not know about. If in your judgment, something as seemingly "trivial" as a member tripping over an airplane's tie-down strap constitutes a safety hazard, then report it. It could have been the fourth person of the week tripping over that same tie-down. If we know about it, we can take precautions like attaching red streamers to the tie-down.

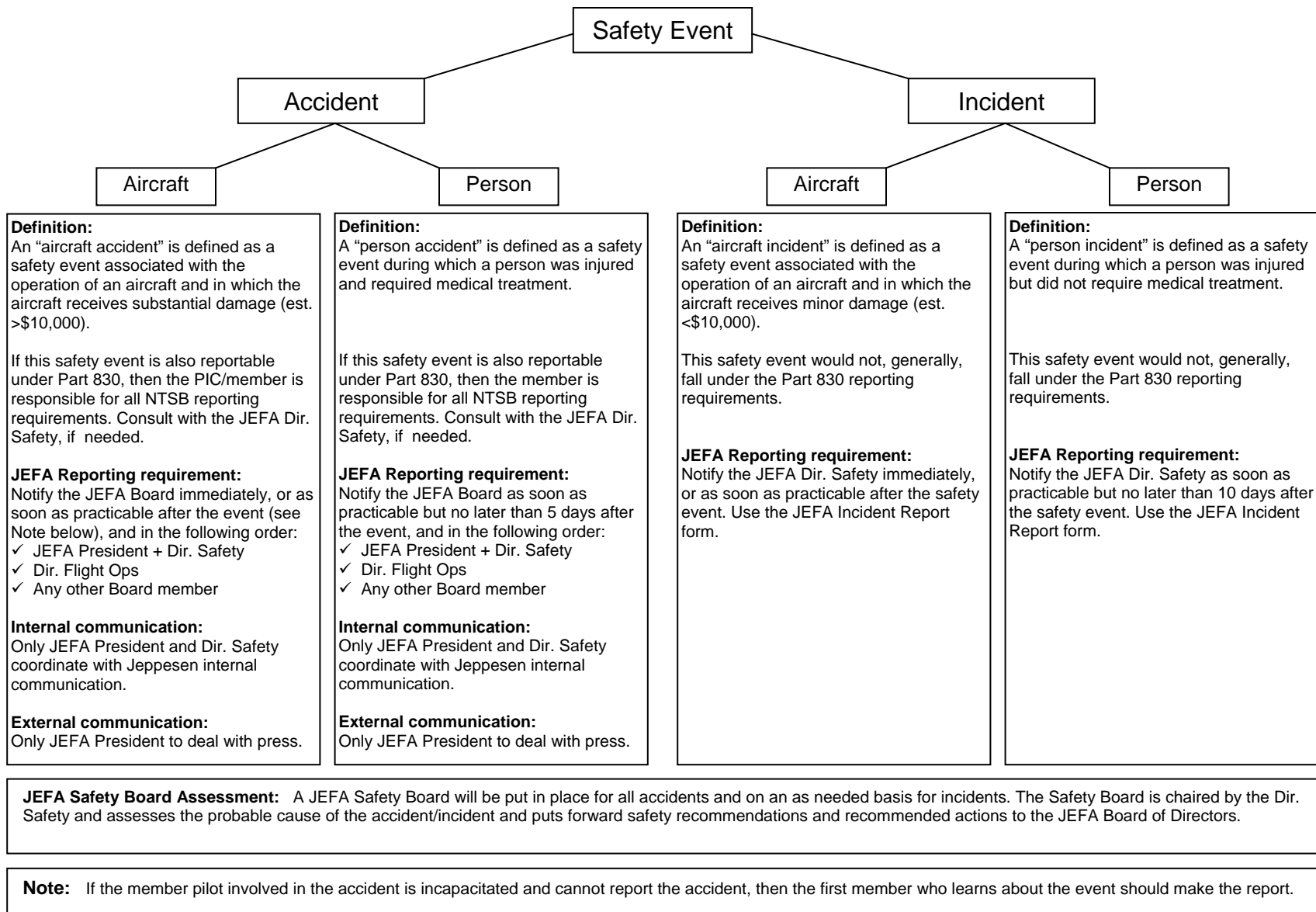
Despite being proactive, we may not avoid all incidents or accidents. The following diagram therefore outlines JEFA's reporting requirements if one of these safety events occurs, and a Contact List of names to report to. JEFA requirements do not, however, affect the official NTSB reporting requirements; you still have to meet NTSB reporting requirements, if applicable. Failure to report a safety event under the JEFA reporting guidelines will result in an assessment by the Director of Safety and possibly by the JEFA Safety Board; it will result in recommended safety actions! Being a safe pilot does not mean to not make mistakes; it means to learn from them.

As always, Blue Skies, and Safe Landings!
Alex

For questions or comments, please contact:

Alex Pufahl, JEFA Director of Safety, cell: 303 847-1408, alex.pufahl@jeppesen.com

¹ For further information see www.nts.gov, or go directly to: http://www.access.gpo.gov/nara/cfr/waisidx_06/49cfr830_06.html



Contact List (current as of July 2007):

Please note that the Contact List contains private phone numbers of the JEFA Board of Directors and Jeppesen staff; use **only** in case of a Safety Event and be respectful of people's privacy.

Position	Name	cell:	home:	work:	email:
JEFA President	Ken Eiken	720 277-1958	720 922-8242	303 328-4941	ken.eiken@jeppesen.com
JEFA Dir. Safety	Alex Pufahl	303 847-1408	--	303 328-6194	alex.pufahl@jeppesen.com
JEFA Dir. Flight Ops	Ken Shockley	720 635-7791	303 699-1813	303 328-4626	ken.shockley@jeppesen.com
JEFA Dir. Training	Scott Kennedy	720 934-7230	--	303 328-4946	scott.kennedy@jeppesen.com
JEFA Dir. Asset Mgmt	Nick Newby	720 838-7513	720 922-9115	303 328-4260	nick.newby@jeppesen.com
JEFA Dir. Membership	Karen Hitchcock	303 482-6167	--	303 328-6496	karen.hitchcock@jeppesen.com
JEFA Dir. Marketing	Charles Rush	303 503-7006	303 470-7877	303 328-6408	charles.rush@jeppesen.com
JEFA Treasurer	Andy Longbrake	513 702-4904	513 735-2753	303 328-6721	john.longbrake@jeppesen.com
JEFA Secretary	Karen Hitchcock	303 482-6167	--	303 328-6496	karen.hitchcock@jeppesen.com
Jeppesen Communication	Mike Pound	720 277-8562	303 753-9779	303 328-4777	mike.pound@jeppesen.com
Jeppesen Legal Counsel	Tim Hoops	720 226-4269	303 284-9742	303 328-4237	tim.hoops@jeppesen.com

