DEPARTMENT OF THE NAVY
COMMANDER TRAINING AIR WING ONE
101 FULLER ROAD SUITE 250
MERIDIAN, MS 39309-5403

COMTRAWINGONEINST 3750.22K
N9
5 Mar 14

COMTRAWING ONE INSTRUCTION 3750.22K

From: Commander, Training Air Wing ONE

Subj: TRAINING AIR WING ONE SAFETY PROGRAM

Ref: (a) OPNAVINST 3750.6S
(b) CNATRAINST 3750.22J
(c) CNATRAINST 3058.1A
(d) CNATRAINST 3750.23M
(e) CNATRAINST 3750.26H
(f) COMTRAWINGONEINST 5090.10

1. Purpose. To establish the Training Air Wing ONE (TW-1) Safety Program and assign areas of responsibility for its administration per references (a) through (f). This instruction is a complete revision and should be reviewed in its entirety.

2. Cancellation. COMTRAWINGONEINST 3750.22J.

3. Discussion. Readiness and safety are inherent responsibilities of command and of every supervisor. An active command safety program is the foundation of an operationally ready unit. The effectiveness of the program will be proportional to the amount of hard work, daily communication, close supervision, and timely follow-up a unit applies to mishap prevention. The result will be a professional attitude and a high level of combat readiness and operational safety.

4. Objectives. Reference (a) governs the Naval Aviation Safety Program. Reference (b) established Aviation Safety Program policy for Naval Air Training Command activities. Reference (c) governs ORM and leadership requirements for High-Risk Recreational Activities. Reference (d) governs Naval Air Training Command Aircraft Mishap and Hazard Reporting. Reference (e) governs Naval Air Training Command Mishap Boards. Reference (f) governs Bird / Animal Strike Hazard (BASH) Plan. The objective of these programs is to establish an effective, aggressive, and proactive accident prevention program in order to enhance mission readiness by preventing deaths and injuries to personnel and losses and damage to Navy material from accidental causes. In pursuing this objective, active participation by each individual in the command shall be mobilized to increase safety awareness. The specific objectives of the TW-1 program are to:

a. Enhance operational readiness through mishap prevention both at work and at home, to include: aviation, industrial, traffic, and recreational activities.

b. Provide for an active exchange of information on common hazards.

c. Ensure that applicable safety material received by TW-1 is provided to the user commands.

d. Create and maintain the healthiest working conditions possible through proper facilities and equipment maintenance management.

e. Establish guidelines for the thorough investigation and reporting of all hazards/mishaps.

f. Provide a means by which individual commands can evaluate their safety programs both internally and externally.

5. Action

a. TW-1 Commanding Officers are charged with establishing aggressive programs of mishap prevention and hazard control. Unit Safety Officers have direct access to their Commanding Officers on matters pertaining to safety. The programs should include, at a minimum, means for hazard detection, hazard elimination, management of safety information, establishment of an Aircraft Mishap Board (AMB), and pre-mishap plan, specifically:

(1) Hazard Detection. Command safety councils have proven to be effective in detecting hazards and increasing the hazard awareness of command personnel.

(2) Hazard Elimination. Only through a system of positive re-enforcement, accountability, communications, and feedback at all levels can hazards be eliminated within an organization. Effective command safety programs must establish procedures for directing the investigation, monitoring corrective action within the command, and reporting via hazard and mishap investigation reports when applicable.

(3) Management of Safety Information. The management of safety information is critical to the success of any safety program. All too often available safety material never gets to the individual in the command who needs it the most. The proper distribution, handling, and exchange of safety information, through the command safety program, must receive high priority.

(4) Aircraft Mishap Boards. TW-1 will establish an AMB for each assigned unit and appoint members in writing in accordance with references (a) and (e). Commanding Officers will provide TW-1 with unit modifications as required by squadron transfers. Only through professional mishap investigation, complete reporting, and knowledgeable analysis will hazards be clearly identified and corrective action be taken.

(5) Pre-mishap Plan. The requirement for unit pre-mishap plans and suggested format are delineated in reference (a). Commanding Officers are to conduct execution in case of an actual mishap.

b. The TW-1 Safety Officer will assist in the development and implementation of aggressive and effective safety programs for TW-1 commands. In addition, he/she will:

(1) Collate and analyze safety information/reports and ensure distribution to appropriate activities.

(2) Review pilot and ground personnel training programs to ensure that they provide the maximum level of safety.

(3) Establish a formal and informal safety review program that is responsive to the needs of each individual squadron.

(4) Hold safety council meetings with both squadron and base safety personnel at least once each quarter to promote a free exchange of ideas and safety information.

(5) When requested, assist in the investigation and reporting of mishaps.

(6) Review and prepare endorsements for hazard and mishap investigation reports and ensure their correctness, completeness, and timeliness.

(7) Track corrective action taken on known hazards and, when required, initiate follow-up investigations.

(8 Ensure that all provisions of this and related safety instructions are carried out.

(9 Promote BASH awareness through serving as Co-chair at quarterly BHWG meetings, developing in-flight avoidance procedures, conducting periodic BASH program reviews, ensuring Naval Safety Center (NSC) involvement, and that ALL bird/animal strikes are reported to the NSC and Station Wildlife Biologist.

(10) Promote a positive safety climate by encouraging self-reporting through the Aviation Safety Awareness Program (ASAP). Conduct monthly reviews of squadron's ASAP programs to identify hazards and mitigate risk.

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