

FLIGHT DEPARTMENT BEST PRACTICES CHECKLIST

PART 91 OPERATIONS

Part 91 Flight Departments should regularly assess operations and determine if additional policies and procedures are necessary. Use this checklist to see if your Flight department is doing everything you can to maintain your best practices.

LEAD BY EXAMPLE

Flight department leaders must have a clear understanding of your operation and its inherent risk to your passengers and employees.

PROVIDE SAFETY TRAINING

Provide job-specific training so employees can perform at the highest level and are aware of the hazards most relevant to their daily tasks to achieve a higher level of focus on safety priorities.

DOCUMENT PROCESSES

Detailed, standardized procedures are essential for your operation. Key processes, such as airworthiness, training, flight planning, reports, and logistics, must be established to ensure the desired level of quality can be maintained.

DOCUMENT MAINTENANCE PROCESSES

All maintenance policies and procedures should be fully documented and distributed to every employee to specify your aircraft's maintenance.

CREATE A RISK MATRIX

Plot the probability and severity of potential risks to determine the action needed to maintain safety.

DEVELOP AND PRACTICE AN EMERGENCY RESPONSE PLAN

Plans must be in place for aircraft accidents and non-aviation events, including facility damage and acts of nature.

ESTABLISH HAZARD REPORTING

The hazard reporting process should include multiple ways to submit reports for analysis and awareness.

INSTALL A SAFETY MANAGEMENT SYSTEM

Integrating a Safety Management System, like PRISM ARMOR, into aviation operations can help identify and mitigate a variety of risks.

CUSTOMIZE YOUR POLICIES

Customization allows you to focus on top concern areas since no system can create the best practices for all flight departments.

EVALUATE YOUR SYSTEM

A Flight Department Best Practices Assessment can identify areas of improvement within the operation and provide the operator a foundation for process improvements, a sound Safety Culture, and safer operations.

Do You Still Have Questions About How To Make Your Flight Department It's Best?

The ARGUS Flight Department Best Practices Assessment (FDBPA) helps businesses operate a Part 91 Flight Department to a higher performance level. These assessments provide an experienced, objective look at your operation. Experienced ARGUS consultants can answer questions and offer solutions to assessment concerns. Take advantage of the collaborative process the ARGUS FDBPA gives your Part 91 flight operation.

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