

## **XJC LIMITED SAFETY POLICY**

XJC Limited is committed to a positive safety culture, setting and achieving the highest possible safety standards in all areas of our operation and it is my responsibility as Accountable Manager to ensure this commitment is put into practice in our efforts to achieve an accident-free environment. Adequate resources will be made available for effective safety management and the reduction of risks to as low as reasonably practicable. To achieve this XJC will observe all applicable legal requirements standards and best practice and provide all reasonable and appropriate resources to XJC staff. Safety will be promoted as the primary responsibility of all Managers.

Safety is to be the prime consideration in every decision the company makes and safety will always take precedence over commercial considerations. All managers are to ensure this policy is rigorously applied within their departments.

All XJC employees, contractors and suppliers are required to comply with the standards contained in this policy and in addition, to any procedures listed in company operations manuals and any relevant statutory regulations. Safety is everyone's responsibility and all employees are required to bring to the attention of their colleagues and management any safety events or potential hazards however insignificant they may consider them at the time.

XJC has an open, flexible and fair reporting culture with the intention of learning from any errors or omissions so as to continuously improve safety standards. We are committed to continuous improvement in the safety and quality of all our activities. This ensures a safe operation and compliance with the regulations.

XJC will not take disciplinary action against any crew member or staff who discloses an incident or occurrence involving safety. XJC will also not blame someone for reporting something which would not have been otherwise detected. This policy shall not apply to actions involving illegal acts or a deliberate or wilful disregard of promulgated regulations or procedures.

XJC Limited's Safety Objectives:

- i. An accident free environment;
- ii. To maintain the highest safety standards;
- iii. To continuously improve effective safety systems and safety culture;
- iv. To ensure safe operations by trained, qualified and competent personnel;
- v. To ensure compliance with current legislation and to conduct its business in a manner that meets the considered best practices and standards in business;
- vi. To ensure that safety is the primary responsibility of every departmental manager;
- vii. To ensure that a "Just Culture" is applied to the assessment of reports of occurrences which would not otherwise have been discovered;  
Note that in this respect XJC will use the FAIR system 2;
- viii. To provide necessary resources both human and financial for the implementation of the safety programme;
- ix. To provide Strategic and tactical guidance from the Safety Review Board to the Safety Action Group; and
- x. To establish safety objectives and performance standards, updated bi-annually.

The internal effectiveness of the Safety Management System and the practices and procedures prescribed in the suite of the Company Operations Manuals is dependent on constant review. The

mechanism for this is the Compliance Monitoring system. Consequently, the SMS and Compliance Monitoring processes have equal prime status in the hierarchy of the XJC management structure.

As the conduct of the business of an AOC operator is prescribed in a large part by the EASA Implementing Regulations it is the role of the Compliance Monitoring system to monitor changes in the IR's and ensure that the Company amends documentation, practices and protocols accordingly.

The Compliance Monitoring annual review programme provides the timetable for the audit of Company documentation and practices.

It is accepted that, should there be any conflict between the procedures of XJC and the stipulations of the Air Navigation Order or the EASA IR's (unless they are derogated by the CAA), then the latter two sets of regulations will have precedence.

**In conclusion, I emphasize that all employees share the responsibility and accountability for compliance with the Company procedures, safety standards and the regulations.**

**It behoves every member of staff to strive to improve standards at every opportunity.**

A handwritten signature in black ink, appearing to read 'Steve Loveridge', with a small dot below the end of the signature.

Steve Loveridge

Accountable Manager