



SMS SAFETY CENTRAL

Creating a Positive Safety Culture



Clara Bennett
Executive Director

SAFETY ALWAYS COMES FIRST:

Welcome to SMS and Welcome to our new SMS Newsletter

We are pleased to announce the rollout of our new Safety Management Systems (SMS) program for Boca Raton Airport. As a general aviation airport, Boca Raton Airport is not required to have an SMS program, but we feel that a proactive approach to safety will create value at our airport and give tenants and users peace of mind knowing that safety comes first. The safety of an airport is the responsibility of all users, tenants, stakeholders, and employees and we hope that this program, as well as the process in which tenants and users can report hazards and suggest improvements directly to airport management, will help reduce the chances of safety-related events from occurring in the future. The intent of this semi-annual newsletter is to highlight important safety-related topics, discuss safety-related incidents that may have occurred, and highlight what the airport is doing to prevent incidents in the future, as well as to review up-and-coming airport projects that could change the day-to-day operation of the airport.



Robert Pratt
Operations Coordinator
and SMS Manager

WHAT IS AN SMS?

Learn more about the Airport's systematic approach to managing safety through an SMS.

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INSPECTIONS

Regular inspection and maintenance ensure proper calibration of PAPIs.

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SAFETY QUIZ

How SMS savvy are you? Take the quiz to assess your knowledge.

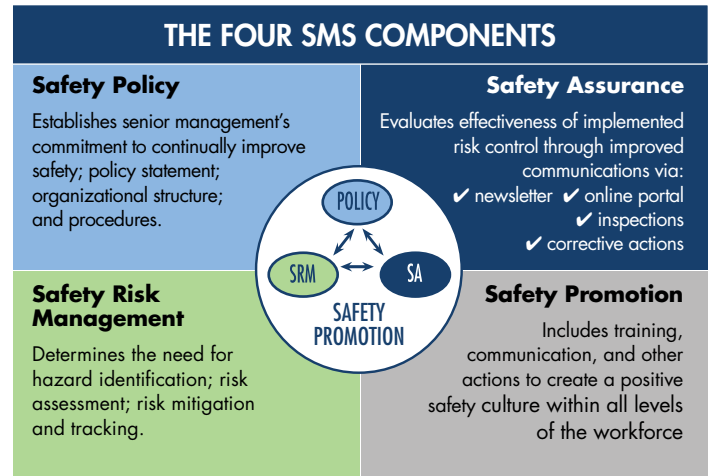
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SAFETY MANAGEMENT SYSTEMS (SMS) INTRO

So, what is SMS and why is it so important to the Airport? An SMS is a systematic approach to managing safety and reducing risks. It includes all processes, procedures, and policies for managing safety and engages the entire organization, including employees, tenants, and contractors. The SMS includes accountability and establishes the safety roles of everyone involved, including top management. The SMS program clearly defines safety objectives, roles and responsibilities that are easily understood by all.

Within the SMS program, Airport management has established a set of tools to help identify safety risks associated with Airport operations and development to proactively address those risks before they result in accidents, injury, or damage. Here are some of the SMS tools that are being implemented: the SMS newsletter, a safety reporting portal to improve communications, and an SMS inspection application to identify risks and ensure preventative or corrective action is taken.

An SMS contains four components: safety policy, safety assurance, safety risk management and safety promotion. Each of these works together to manage safety and risk and to ensure understanding and participation by all stakeholders. An important part of SMS implementation and maintenance for the Airport is communication. The Airport will strive to communicate its safety objectives and activities to everyone at the Airport. Part of this communication strategy includes bottom-up communication, making sure the environment exists that allows operational personnel to provide open and constructive feedback to senior management.



Some of the ways the Airport will aim to create a positive safety culture is through ongoing SMS activities, including the upcoming Safety Week, a Safety Awards Program, webinars, safety quizzes, safety tips, and a hazard reporting system. This semi-annual newsletter provides another forum for sharing safety news and activities.

Airport staff is dedicated to ensuring the safety of everyone working at or traveling through our Airport. Implementing the SMS ensures safety remains our highest priority.

'SMS is the formal, top-down, organization-wide approach to managing safety risk and assuring the effectiveness of safety risk controls. It includes systematic procedures, practices, and policies for the management of safety risk.' (FAA Order 8000.369)

SOARING WITH SAFETY:

Airport Safety Week is August 21 through 25

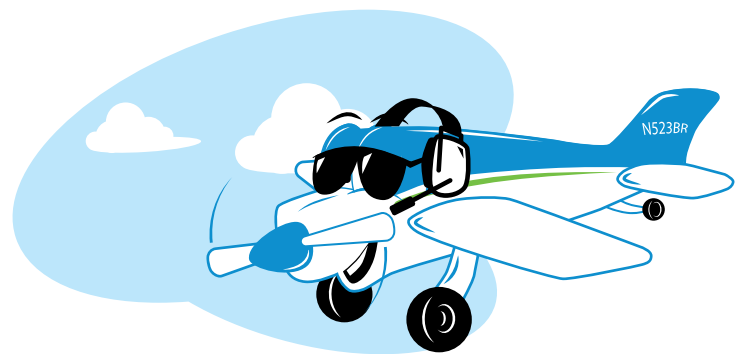
In conjunction with National Aviation Week, Boca Raton Airport employees, operators, and tenants will celebrate Airport Safety Week August 21 - 25, 2023. This year's theme, "Soaring with Safety," highlights the importance of safety in the airport environment for workers and all users.

Safety Week is aimed to enhance the safety culture by creating a forum for information sharing and innovative thinking about Airport safety issues. Participants will be encouraged to assess their personal safety and their obligations to provide a safe environment for everyone at the Airport. Safety Week will feature daily safety topics, share safety information, fun events, prizes, and giveaways.

Throughout Safety Week, participants will learn about the Hazard Reporting Safety Program and can participate in a virtual scavenger hunt, attend a roundtable lunch to discuss ramp safety and Foreign Objects Debris (FOD), take the Airport Safety Pledge, and Assessment Quiz. Safety Week will conclude with giveaways, certificates, and acknowledgments. Social media posts, media advisories, and other communication and informational materials will support the entire week's messages.

SMS Sam, the Airport SMS animated airplane character, will promote airport safety messages and the SMS Program. He will become a daily reminder of the importance of safety awareness. With SMS Sam, we can Soar with Safety together.

The Airport is committed to ensuring our staff, tenants, and other business partners can operate in a safe environment. All employees, operators, and contractors are encouraged to participate in Safety Week. For more information, contact Robert Pratt, Operations Coordinator, at rpratt@bocairport.com or call (561) 391-2202, Ext. 206.



BOCA RATON FIRE DEPARTMENT TRAINS AT AIRPORT

The Boca Raton Airport Authority recently hosted a training with the Boca Raton Fire Department. The training covered airfield safety and communications, discussed primary fire response routes should there be an incident at the airport, and reviewed some aircraft-specific safety issues a firefighter might encounter when responding to an event at the airport.

The training also included a visit to one of the airport's two maintenance firms - Reliable Jet Maintenance and Boca Aircraft Maintenance - to learn how different aircraft doors and emergency exits work, and other best practices when trying to access an aircraft.

The field visit also featured a review of some hazards when approaching an aircraft and a stop at an underground fire hydrant. The firefighters, many of whom had not seen an underground fire hydrant in person before, were trained how to open and operate them.



Boca Raton firefighters recently got a first-hand look at airfield safety and aviation-specific fire response protocol at a training hosted by BRAA. Over 140 BRFD firefighters and paramedics attended the training.



Firefighters received classroom instruction before heading out for a field visit to aircraft maintenance firms.



Boca Raton firefighters learn more about operating underground fire hydrants.

Report a Safety Issue

You can easily report a safety issue or make a suggestion by accessing the link below through the Airport's website.

<https://bocairport.com/safety-management-systems/>



REPORT AN ISSUE

[Report a hazard or make a suggestion](#)

If you would like further information regarding SMS, or if you are experiencing an issue reporting a hazard, please email SMS@bocairport.com or contact Airport Operations at 561-391-2202.



COMING SOON: AIRFIELD LIGHTING AND ELECTRICAL UPGRADE PROJECT

The Boca Raton Airport will soon break ground on a project that will replace all the existing airfield lights, signs, and Nav aids and upgrade them with new, energy-efficient airfield lights and signs. This project will also include running new underground cabling, as well as replacing regulators in the electrical vault.

The airport will be closed nightly for the duration of the project. Airport Ops will be issuing NOTAMS for the closures during construction, as well as setting up lighted runway closure markers on the ends of the runway and placing barricades across every taxiway entrance.

PAPI INSPECTIONS AND MAINTENANCE ENSURE CONTINUED RUNWAY SAFETY

A precision approach path indicator (PAPI) is a set of lights installed to the side of the runway threshold that provides visual descent guidance to pilots on final approach to land. Airport Operations Staff conduct regular inspections of the Airport's PAPIs to ensure they are correctly calibrated and that there are no obstructions of the lights to the pilot's view.

The Airport has PAPIs on both ends of the runway. These navigational aids guide pilots to a safe approach slope to the runway. Installed at the Airport in 2020, PAPIs are made up of

a set of four lights that will show two white and two red lights when aircraft are on the correct slope to the runway. When viewed from the air, if all four lights are red, the aircraft is too low and if all four lights are white, it is too high. When viewed from the ground, all lights appear red.

Because PAPIs are certified by the FAA on installation, regular inspection and maintenance are required to maintain correctly calibrated light beam angles and a clear, unobstructed view of the lights.



Airport Operations staff perform inspections of the PAPIs. Staff routinely inspects to make sure these vital safety tools are correctly calibrated and are easily visible to pilots on approach.



The PAPI lights will all appear red from the ground, but indicators appear red and white when viewed by the pilot on proper approach angle.



DAILY INSPECTIONS

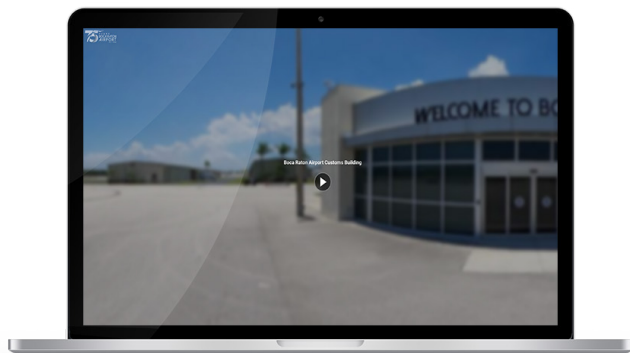
Airport Operations staff are always hard at work ensuring the safety and security of the airfield. Multiple inspections take place daily, adhering to FAA Part 139 standards. The inspections cover a wide range of areas, including pavement conditions, airfield lighting, wildlife hazards, and airspace obstructions. Operations Coordinators Robert Pratt and Hannah Oakland are seen here conducting an inspection. They identified foreign object debris (FOD) on the runway, and address a taxiway light that was out. Safety is always a priority for Airport staff!




U.S. Customs and Border Facility CELEBRATES 5 YEARS

The U.S. Customs and Border Facility at the Airport opened in May of 2018. Prior to opening, international flights had to stop at another airport to clear Customs before landing at Boca Raton Airport. Since 2018, international flights have been able to fly directly into the Airport, increasing safety and reducing low-altitude flights over residential areas. To commemorate five years of operation, the Airport has made available a virtual tour of the facility.

You can access it here: [Take a Virtual Tour of Our U.S. Customs and Border Protection Facility - Boca Raton Airport](#)



Take a Virtual Tour of Our U.S. Customs and Border Protection Facility
Community Engagement, History, News

Take a Virtual Tour of Our U.S. Customs and Border Protection Facility

By Yaneris Gonzalez | June 23rd, 2023 | Community Engagement, History, News

Explore our Customs Facility and learn more about what our facility has to offer. To commemorate the U.S. Customs and Border Protection (CBP) facility's fifth anniversary, we have developed a virtual 360 tour that allows you to explore where the Boca Raton Airport connects with the rest of the world. [...]

[Read More >](#)

JULY MEETING GIVES TENANTS INSIGHT INTO SMS

Airport staff held a Tenant Meeting in July to introduce the new SMS and talk about the importance of implementing the safety system and the method for reporting safety issues. Staff also touched on incident follow up and reporting.

Operations Coordinator Robert Pratt discussed the FAA's recent ruling requiring more than 200 Part 139 airports to implement an SMS program. And while, the Boca Raton Airport is not a Part 139 airport, Airport staff always strive, when feasible, to mimic Part 139 safety standards. The Airport wants to stay ahead of the curve if SMS becomes mandatory at General Aviation airports in the future.

Pratt introduced the FAA compliant SMS process for identifying and reporting safety issues. The process includes identifying the issue and reporting on it through the public portal, taking immediate corrective action, analyzing the issue, taking preventative mitigation strategies, and monitoring and reporting on all issues reported and all steps taken. Tenants are highly encouraged to participate in safety reporting and access the public portal through the Airport website to report issues or suggest improvements.

As part of the SMS, the Airport will monitor reports and track trends. Mapping of those reports and trends will ensure all issues, especially those that are recurring ones will be addressed promptly and effectively.



SAFETY QUIZ

HOW SMS SAVVY ARE YOU?
TAKE THE QUIZ BELOW TO ASSESS
YOUR KNOWLEDGE.

1 WHAT IS AN SMS?

- a. A system with the primary goal to instill a safety culture
- b. A system to gather data on employees and others
- c. A systematic approach to manage risk and increase safety

2 WHAT ARE THE FOUR MAIN COMPONENTS OF AN SMS? (CHOOSE 4)

- a. Safety risk management
- b. Data analysis
- c. Safety policy
- d. Safety promotion
- e. Hazard identification
- f. Safety training and education
- g. Safety assurance

3 HOW COMPLEX SHOULD AN SMS BE?

- a. An SMS should be simple and not require a lot of work
- b. The SMS should reflect the complexity of your organization
- c. An SMS must be complex to be effective

4 HOW DO YOU REPORT A SAFETY HAZARD OR MAKE A SAFETY SUGGESTION?

- a. Tell your co-workers and others about it
- b. Report it on the web portal located on the SMS webpage
- c. Don't tell anyone because it's probably not important

5 HOW DOES HAVING AN SMS SYSTEM BENEFIT AN AIRPORT AND ITS TENANTS/USERS?

- a. It creates a trackable safety record and helps reduce safety issues as well as reduces the cost of damage to airport and property
- b. There is no benefit to SMS
- c. It allows people to stop practicing good safety habits

Answers: 1)c 2)acd 3)b 4)b 5)a

AIRPORT EVENTS

AIRPORT STAFF CELEBRATES 4TH OF JULY COMMUNITY STYLE

Airport staff had a great time at the City of Boca Raton's Fabulous Fourth Celebration. The event, held at Countess de Hoernle Park, featured fireworks, rides and live music. The Airport's booth included fun activities such as paper plane building, cornhole playing, and a fun-filled photobooth. Over 1,000 visitors made a stop at the booth.



NATIONAL AVIATION WEEK

The Airport will celebrate National Aviation Week with its Safety Week on August 21-25. See Page 2 of this newsletter for more information on the Airport's events.

MURAL DEPICTION

The Airport recently put out a Call to Artists to collaborate on an airside mural for the Airport depicting the past, present and future of the Airport and its incredible connection with and importance to the surrounding community and the region. The mural, once completed, will be a beautiful addition to the Airport facility.

EXECUTIVE DIRECTOR SPEAKS AT AAE CONFERENCE

Executive Director Clara Bennett spoke at the 95th Annual American Association of Airport Executives (AAAE) Conference & Exposition. Director Bennett shared the importance of the Airport's role in community engagement and fostering strong relationships between airports and the communities they serve. She was appointed Chair of the US Contract Tower Association by the AAAE Board.



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