

QF: 017/2009

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# ❖ NOTICE ❖

**TO: QANTAS MEMBERS**

**RE: Daily Safety and Compliance Self Audit**

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The ALAEA has received requests from members regarding clarification of their obligations in regard to performing the inspections and signing the "Daily Safety and Compliance Self Audit" (the Form).

It appears from the copy of the Form supplied to us and in use at Brisbane HM that Qantas pursuant to its Safety Policy and the relevant Occupational Health and Safety legislation has identified 11 potential hazards or risks to an employee's Occupational Health or Safety. In addition there appears to be 4 'compliance' risks.

The Form is a list of tasks required by Qantas to be performed apparently to control the hazard/risk and it is assumed a Team Leader (Senior LAME) is to carry out the controls to 'ensure' the work area is free from the listed hazard/risk. Whilst it may be impossible for any employee or manager to completely "ensure" control of some risks or hazards it is part of the duties of a Senior LAME (see EBA8 Appendix K) to:

## SAFETY

- Promote a safe area by ensuring compliance with statutory obligations and Corporate Policies and Procedures relating to O. H. & S. and Engineering and Maintenance Policies.
- Report to supervision any problem on O. H. & S., and fire control that may effect personnel and the efficient operation of the team.
  
- Ensure staff are familiar with emergency procedures relating to work safety.
- Ensure adherence to all environmental controls, including pollution and waste control.
- Maintain and promote good housekeeping standards and safety precautions.
- Monitor equipment abuse and ensure unserviceabilities are addressed and reported.
- Initiate the Accident / Incident reports.

"To undertake supervise and certify for the safety of all who fly."

**CONTROL OF COMPONENTS, PARTS AND DOCUMENTATION PROCEDURES**

- Ensure that staff adhere to unserviceable parts documentation procedures.
- Monitor parts and components status at repair.
- Document and control cannibalisation of parts.
- Ensure that parts are stored correctly in accordance with regulatory requirements.

Senior LAMEs should work as normal and once provided the "approved training" (see EBA8 Appendix K 1K.1) perform the above tasks associated with the Form. However the tasks are there to ensure a safe and compliant work area and all crew should not enter the relevant at risk areas (subject to the inspection requirements as per the Form) until the Senior LAME has performed the listed 15 tasks; as to do so may pose an imminent risk to a persons safety. Members should work in accordance with clause 6.3 EBA8.

Senior LAMEs (Team Leaders) must take the time to complete the tasks thoroughly because if an accident/incident happens as a direct result of one of the identified hazards/risks not being controlled in the manner required on the Form then the Senior LAME may be exposed to disciplinary action by Qantas.



**STEVE PURVINAS**  
Federal Secretary