

Safety Manager Induction Checklist



Training Element	Completed (Yes/No)
DAMP Awareness Training – online training Module	
Aviation Security Training – online training Module	
Introduction to safety management systems – online training Module	
Advanced Training in Safety Management – online training Module	
The Safety Manager – online training Module	
Human Factors training – online training Module	
Has read the Company’s Safety Management System Manual	
Demonstrates capability to Submit a safety report	
Knows Safety Manager’s Role and Responsibilities as per the SMS Manual	
Demonstrates capability to perform a Risk assessment using the Company’s Risk Matrix	
Can describe the Company’s Change Management process	
Understands the meaning of a Significant Change	
Demonstrates a knowledge of Safety Investigation	
Can describe the methods of Safety Communication used by the Company	
Can describe the methods of Safety Assurance used by the Company	
Has a working knowledge of the Company’s Emergency Response Plan	
Has completed CASA’s Key Personnel - Safety Manager (SM) Training module – online training Module	

I the Accountable Manager for certify that
 has completed all required training for the position of Safety Manager.

Signed

Date