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THE CIVIL AVIATION ACT,

(CAP. 80)

REGULATIONS

THE CIVIL AVIATION (SAFETY MANAGEMENT) REGULATIONS,
2026

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THE CIVIL AVIATION ACT,

(CAP.80)

REGULATIONS

(Made under section 5)

THE CIVIL AVIATION (SAFETY MANAGEMENT) REGULATIONS,
2026

PART I PRELIMINARY PROVISIONS	
Citation	1. These Regulations may be cited as the Civil Aviation (Safety Management) Regulations, 2026.
Application	2. These Regulations shall apply to safety management functions related to the safe operation of aircraft save for matters relating to occupational safety, environmental protection, customer service or product quality.
Interpretation	3. In these Regulations, unless the context otherwise requires-
	“Acceptable Level of Safety Performance (ALoSP)” means the minimum level of safety performance of civil aviation in the United Republic, as defined in the State Safety Programme or of a service provider as defined in its safety management system, expressed in terms of safety performance targets and safety performance indicators;
	“accident” has the meaning ascribed to it under the Act;
Cap. 80	“Act” means the Civil Aviation Act;
	“aeroplane” means a power-driven heavier than air aircraft, deriving its lift in flight chiefly from aerodynamic reactions on surfaces which remain fixed under given conditions of flight;
	“aircraft” has the meaning ascribed to it under the Act;
	“Authority” has the meaning ascribed to it under the Act;
	“hazard” means a condition or an object with the potential to cause or contribute to an aircraft accident or incident;
	“helicopter” means a heavier-than-air aircraft supported in flight chiefly by the reactions of the air on one or more power-driven rotors on substantially vertical axes;
	“human performance” means human capabilities and limitations which have an impact on the safety and efficiency of aeronautical operations;
	“incident” means an occurrence other than an accident, associated with the operation of an aircraft which affects or could affect the safety of operation;
	“operational personnel” means personnel such as flight crews, air traffic

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	controllers, aeronautical station operators, maintenance technicians, personnel of aircraft design and manufacturing organisations, cabin crews, flight dispatchers, apron personnel and ground handling personnel, involved in aviation activities who are in a position to report safety information;
	“organisation responsible for the type design” means the organisation that holds the type certificate or equivalent document, for an aircraft, remote pilot station, engine or propeller type issued by a contracting State;
	“risk mitigation” means the process of incorporating defences, preventive controls or recovery measures to low the severity or likelihood of a hazard’s projected consequence;
	“RPAS” means Remotely Piloted Aircraft System;
	“safety” means a state in which risks associated with aviation activities, related to, or in direct support of the operation of aircraft, are reduced and controlled to an acceptable level;
	“safety data” means a defined set of facts or values collected for reference, processing or analysis which could be used to maintain or improve safety;
	“safety information” means safety data processed, organized or analysed in a given context to support safety management and the development of safety intelligence;
	“Safety Management System (SMS)” means a systematic approach to managing safety, including the necessary organisational structures, accountabilities, responsibilities, policies and procedures;
	“safety objective” means a statement of a desired safety outcome;
	“safety oversight” means a function performed by a State to ensure that individuals and organisations performing an aviation activity comply with safety-related national laws and regulations;
	“safety performance” means a State or a service provider’s measurable effect on safety achievement;
	“safety performance indicator” means a metric used to measure and monitor a State or a service provider’s safety performance, including the progress towards achieving a safety objective;
	“safety performance target” means the State or service provider’s planned or intended target for a safety performance indicator over a given period;
	“safety risk” means the predicted probability and severity of the consequences or outcomes of a hazard;
	“SDCPS” means Safety Data Collection and Processing System;
	“serious injury” means an injury which is sustained by a person in an accident and which:
	(a) requires hospitalisation for more than forty-eight hours, commencing within seven days from the date the injury was received;
	(b) results in a fracture of any bone (except simple fractures of fingers, toes or nose);
	(c) involves lacerations which cause severe haemorrhage, nerve, muscle or tendon damage;
	(d) involves injury to any internal organ;
	(e) involves second or third degree burns, or any burns affecting more than five per cent of the body surface; or

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	(f) involves verified exposure to infectious substances or injurious radiation;
	“SSO” means State Safety Oversight;
	“state of design” means the State having jurisdiction over the organisation responsible for the type design;
	“state of manufacture” means the State having jurisdiction over the organization responsible for the final assembly of the aircraft, remote pilot station, engine or propeller;
	“state of registry” means the State on whose register the aircraft is entered;
	“state of the operator” means the State in which the operator’s principal place of business is located or, if there is no such place of business, the operator’s permanent residence;
	“state safety programme (SSP)” means an integrated set of laws, regulations, policies, objectives, processes, procedures and activities aimed at managing safety, at the State level; and
	“surveillance” means the State activities through which the State proactively verifies through inspections and audits that aviation licence, certificate, authorisation or approval holders continue to meet the established requirements and function at the level of competency and safety required by the State.
PART II STATE SAFETY PROGRAMME	
State Safety Programme	4. -(1) The Authority shall establish and manage a State Safety Programme (SSP) in accordance with the following components supported by a system description: (a) SSP COMPONENT 1- state safety policy, objectives and resources; (b) SSP COMPONENT 2 – state safety risk management; (c) SSP COMPONENT 3 – state safety assurance; and (d) SSP COMPONENT 4 – state safety promotion.
	(2) The State Safety Programme under subregulation (1) shall be established on the SSO system, which shall be implemented in accordance with the critical elements set out in the First Schedule.
	(3) Subject to subregulation (1), the national aviation safety plan shall be developed in consistency with the global aviation safety plan and with the Africa and Indian Ocean Regional aviation safety plan to complement the State Safety Programme processes and activities.
	(4) In establishing and managing an SSP, specific consideration shall be given to human performance implications.
Periodic review of policies	5. The Authority shall develop guidelines and conduct periodic review of policies governing aircraft safety management to ensure they remain relevant and appropriate in accordance with the Act and these Regulations.
State system and functions	6. -(1) The Authority shall establish State system and function in accordance with paragraph 3 of the First Schedule. (2) The Authority shall establish SSP functions and activities.

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	(3) The Authority shall establish a safety policy and safety objectives that reflect commitment regarding safety and facilitate the promotion of a positive safety culture in the aviation community.
	(4) The SSP functions, safety policy and safety objectives shall be documented and periodically reviewed.
	(5) The United Republic shall ensure that the role of the Authority is appropriately reflected in Emergency Response Planning and Crisis Management at the State level.
Qualified technical personnel	7. A person shall qualify to be technical personnel performing safety-related functions if that person possesses the following qualifications:
	(a) a recognized university degree, diploma, professional qualification or equivalent technical qualification relevant to the area of responsibility;
	(b) demonstrate relevant aviation operational, technical, regulatory, or oversight experience commensurate with the duties to be performed;
	(c) has knowledge of both domestic and international laws governing civil aviation;
	(d) has knowledge of the Safety Management System (SMS) applicable to the area of his responsibility;
	(e) has successfully completed initial training appropriate to his assigned functions prior to exercising delegated safety-related responsibilities;
	(f) has successfully completed recurrent and refresher training to maintain and enhance competence;
	(g) has demonstrated competency in safety oversight activities including inspection, audit, surveillance, certification, authorization, approval, safety risk management and safety performance monitoring; and
	(h) has obtained training in ethics and professional conducts.
Technical guidance, tools and provision of safety-critical information	8. The Authority shall establish technical guidance and tools and provide critical information in accordance with paragraph 5 of the First Schedule.
State safety risk management-licensing, certification, authorisation and approval obligations	9.-(1) The Authority shall implement the licensing, certification, authorisation and approval obligations in accordance with paragraph 6 of the First Schedule.
Safety management system obligations	10.-(1) The following service providers shall implement a safety management system: (a) approved training organisations certified in accordance with regulations relating to approval of training organisations;

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	(b) operators of aeroplanes or helicopters authorised to conduct international or domestic commercial air transport in accordance with regulations relating to operation of aircraft, commercial air transport and operation of aircraft helicopter operations;
	(c) operators holding RPAS operator certificate and authorised to conduct international operations in accordance with regulations relating to operation of RPAS;
	(d) approved maintenance organisations providing services to operators of aeroplanes or helicopters engaged in international or domestic commercial air transport in accordance with regulations relating to approved maintenance organisation;
	(e) approved maintenance organizations providing services to operators authorised to conduct international RPAS operations in accordance with regulations relating to maintenance of RPAS;
	(f) organisations responsible for the type design or manufacture of aircraft, engines or propellers in accordance with the regulations relating to airworthiness;
	(g) air traffic services providers certificated in accordance with regulations relating to air traffic services; and
	(h) operators of certified aerodromes or certified heliports in accordance with regulations relating to certification, licensing and registration of aerodromes and heliports.
	(2) Where maintenance activities are not conducted by an approved maintenance organisation but under an equivalent system, they shall be included in the scope of the operator's Safety Management System in accordance with the regulations relating to operation of aircraft and remotely piloted aircraft.
	(3) The international general aviation operators of large or turbojet aeroplanes registered in the United Republic shall implement Safety Management System based on framework as set out in the Second Schedule.
	(4) The service provider shall be responsible for the safety of services or products contracted or subcontracted to, or purchased from other organisations.
Accident and incident investigation	11. The process of accidents and incidents investigation shall be in accordance with the regulations relating to aircraft accident and incident investigation.
Hazard identification and safety risk assessment	12. The Authority shall-
	(a) maintain a process to identify hazards at the State level from collected safety data and safety information;
	(b) develop and maintain a process that ensures the assessment of safety risks associated with hazards identified at the State level; and
	(c) periodically review hazards and associated safety risks related to emerging issues across Tanzania civil aviation system.
Management of safety risks	13. The Authority shall-

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	(a) establish mechanisms for the resolution of safety issues in accordance with paragraph 8 of the First Schedule;
	(b) develop, maintain and document the processes to manage safety risks arising from hazards identified at the State level; and
	(c) periodically review the need to extend the safety management system applicability to additional aviation sectors beyond those covered under regulation 10(1), in accordance with the safety management system framework contained in the Second Schedule to these regulations, as a safety risk control.
Surveillance obligations	14. The Authority shall-
	(a) meet the surveillance obligations in accordance with paragraph 7 of the First Schedule;
	(b) prioritise surveillance activities towards the areas of greater safety concern or need;
	(c) implement mechanism to-
	(i) periodically assess the safety management system of service providers addressed under regulation 10(1); and
	(ii) monitor the safety performance of service providers addressed under regulation 10(1);
	(d) establish a surveillance policy that specifies the conditions and circumstances under which service providers with a safety management system is allowed to deal with, and resolve, events involving certain safety issues, internally, within the context of their SMS and to the satisfaction of the Authority.
State safety performance measurement and monitoring	15. The Authority shall-
	(a) establish safety performance indicators, supported by qualitative means as needed, and safety performance targets where appropriate, to measure and monitor the safety performance of the Tanzania civil aviation system and the progress towards achieving its safety objectives; and
	(b) ensure that the means of safety performance measurement established by service providers addressed in regulation 10(1) consider the safety performance measurement and monitoring at the State level, where appropriate.
Management of change	16. The Authority shall manage changes to ensure that the safety risks incurred by the changes are properly controlled while the desired outcomes are achieved.
Continual improvement of the SSP	17. The Authority shall-
	(a) evaluate the effectiveness of actions taken to manage safety risks and resolve safety issues; and
	(b) periodically assess the effectiveness of its SSP processes and activities to support the continual improvement of its SSP.
State safety promotion	18. The Authority shall-

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	(a) communicate the SSP functions, safety policy and safety objectives across their aviation community with other stakeholders impacting aviation safety; and
	(b) implement means to promote safety in support of the achievement of its safety objectives and the development of a positive safety culture across its aviation community and with other stakeholders impacting aviation safety.
PART III SAFETY MANAGEMENT SYSTEM	
General	19.-(1) The Safety Management System of a service provider addressed under regulation 10(1) shall-
	(a) be managed in accordance with the framework elements contained in the Second Schedule;
	(b) cover a defined scope of products and services; and
	(c) be supported by a system description, including the identification of relevant organisational interfaces.
	(2) A service provider addressed under regulation 10(1) shall develop a plan to facilitate the safety management system implementation.
	(3) In the establishment and management of Safety Management System, specific consideration shall be given to human performance implications.
Safety Management System acceptability	20. The Safety Management System of a service provider shall be acceptable to -
	(a) the Authority, in the case of an approved training organisation that is exposed to safety risks related to aircraft operations during the provision of its services,;
	(b) the state of the operator, in the case of a certified operator of aeroplanes or helicopters authorised to conduct international or domestic commercial air transport;
	(c) the state of the operator, in the case of a certified operator of RPAS authorised to conduct international operations;
	(d) the Authority, in the case of an approved maintenance organisation providing services to operators of aeroplanes or helicopters engaged in international or domestic commercial air transport;
	(e) the Authority, in the case of an approved maintenance organisation providing services to operators authorised to conduct international RPAS operations;
	(f) the state of design, in the case of an organisation responsible for the type design of aircraft, engines or propellers,;
	(g) the state of manufacture, in the case an organisation responsible for the manufacture of aircraft, engines or propellers,;
	(h) the Authority, in the case of an Air Traffic Service provider; or
	(i) the Authority, in the case of an operator of a certified aerodrome or certified heliport.
Other safety management	21. The safety management system of an international general aviation operator, conducting operations of large or turbojet

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systems regulatory approaches	aeroplanes, in accordance with the regulations relating to operation of aircraft-general aviation, managed to meet the criteria established by the State of Registry.
PART IV DEVELOPMENT OF SAFETY INTELLIGENCE	
General	22. The Authority shall establish a strategy for the development of safety intelligence that supports the management of safety and decision-making.
Safety Data Collection and Processing Systems	23.-(1) The Authority shall-
	(a) establish SDCPS consisting of a series of integrated processes and schemes to capture, store, aggregate, process and enable the analysis of safety data and safety information;
	(b) ensure that SDCPS is based on both proactive and reactive methods of safety data and safety information collection;
	(c) ensure that the safety data and safety information collected through mandatory safety reporting systems are incorporated into the SDCPS;
	(d) establish a voluntary safety reporting system to collect safety data and safety information not captured by mandatory safety reporting systems; and
	(e) establish a means for the governance of safety data and safety information.
	(2) The Tanzania authorities responsible for the implementation of the SSP shall contribute and have access to safety data and safety information in the SDCPS to support their safety responsibilities.
	(3) The Authority shall use a taxonomy for safety reporting that is aligned with standardized taxonomies and that facilitates-
	(a) identification of hazards at the State level as referenced in regulation 12;
	(b) consistent comparison of safety data and safety information; and
	(c) sharing and exchange of safety information as referenced in regulation 26.
Safety data and safety information analysis	24.-(1) The Authority shall maintain processes to analyse the safety data and safety information from the SDCPS.
	(2) The processes in subregulation (1) shall include a variety of analysis methods to support:
	(a) development of safety performance indicators, as referenced in regulation 15;
	(b) identification of hazards at the State level, as referenced in regulation 12;
	(c) identification of existing practices and operational strategies that resulted in positive safety outcomes; and
	(d) development of safety intelligence.

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Safety data and safety information protection	25.-(1) The Authority shall-
	(a) accord protection to safety data captured by, and safety information derived from voluntary safety reporting systems and related sources, such as individuals and organisations in accordance with the principles stipulated in the Third Schedule; and
	(b) extend the protection referred to in subregulation (a) to safety data captured by, and safety information derived from, mandatory safety reporting system and related sources.
	(2) Subject to subregulation (1), the Authority shall not make available or use safety data or safety information collected, stored or analysed in accordance with regulation 23 or 24 for purposes other than maintaining or improving safety, unless the competent authority determines, in accordance with the Third Schedule, that a principle of exception applies.
	(3) Notwithstanding subregulation (2), the Authority shall not be prevented from using safety data or safety information to take any preventive, corrective or remedial action that is necessary to maintain or improve aviation safety.
	(4) The Authority shall take necessary measures, including the promotion of a positive safety culture, to encourage safety reporting through the systems referred to in regulation 23(1)(c) and 23(1)(d).
	(5) Applicable laws, regulations and policies shall be adjusted as necessary to facilitate and promote safety reporting.
Safety information sharing and exchange	26.-(1) Where the Authority, in the analysis of the information contained in its Safety Data Collection and Processing Systems, identifies safety matters considered to be of interest to other States, the Authority shall forward such safety information to them as soon as possible.
	(2) The United Republic of Tanzania shall agree with other States on the level of protection and conditions on which safety information shall be shared and exchanged prior to sharing the information in subregulation (1).
	(3) The level of protection and conditions shall be in line with the principles specified in the Third Schedule.
	(4) The Authority shall facilitate the establishment of means for timely safety information sharing or exchange to promote collaboration within the aviation community, provided that the proper measures are taken to ensure that safety information is only used for maintaining and improving safety.
	(5) The Authority shall promote the sharing and exchange of relevant safety information and safety intelligence amongst service providers, provided that the proper measures are taken to ensure that safety information and safety intelligence are only used for maintaining and improving safety.

**PART V
GENERAL PROVISIONS**

Quality policy with safety management	27. A service provider shall ensure that the organisation's quality policy is consistent with and supports

system	the fulfilment of the activities of the Safety Management System.
Reports of violation	28. -(1) A person who knows of a violation of the Act, these Regulations or any regulations, rules, or orders issued under the Act shall report it to the Authority. (2) The Authority may determine the nature and type of investigation or enforcement action that need to be taken.
Failure to comply with direction	29. A person who fails to comply with any duly issued direction given to him by the Authority or by any authorised person under any provision of these Regulations, commits an offence.
Revocation GN. No. 757 of 2018 and GN. No. 57 of 2026	30. -(1) The Civil Aviation (Safety Management) Regulations, 2018 and the Civil Aviation (Safety Management) (Amendment) Regulations, 2026 are hereby revoked. (2) All valid licences, certificates, permits or authorisation issued or granted by the Authority before the commencement of these Regulations shall remain operational until their expiry or are revoked, annulled or replaced.
suspension and cancellation of certificate	31. The Authority may cancel or suspend a certificate where the holder of such certificate contravenes any of the provisions of these Regulations.
Offenses and penalties	32. A person who contravenes any provision of these Regulations, commits an offence, and on conviction, shall be liable to a fine of not more than one million shillings or imprisonment for a term of not less than three months and no more than six months or both.
General penalty	33. -(1) A person who contravenes the provisions of these Regulations for which a penalty has not been provided under these Regulations, commits an offence and on conviction shall be liable to a fine of not more than one million and five hundred thousand shillings.

	(2) Without prejudice to subregulation (1), the Authority may revoke or suspended a certificate of a person convicted under subregulation (1).

FIRST SCHEDULE
<i>(Made under regulations 4(2), 6(1), 7, 8, 9, 13(a) and 14(a))</i>
STATE SAFETY OVERSIGHT (SSO) SYSTEM CRITICAL ELEMENTS (CEs)
1. Primary aviation legislation (CE-1) 1.1 The Authority shall enable the oversight and management of civil aviation safety and the enforcement of regulations through the relevant authorities or agencies established for that purpose. 1.2 The aviation law shall provide personnel performing safety oversight functions access to the aircraft, operations, facilities, personnel and associated records, as applicable, of individuals and organisations performing an aviation activity. 2. Specific operating regulations (CE-2) Through regulations, the Authority shall address procedures, products, services, equipment and infrastructures in conformity with the Annexes to the Convention on International Civil Aviation. 3. State system and functions (CE-3) 3.1 The Authority shall collaborate with the established relevant authorities or agencies, as appropriate, supported by sufficient and qualified personnel and provided with adequate financial resources for the management of safety. 3.2 Authorities or agencies shall have stated safety functions and objectives to fulfil their safety management responsibility. 4. Qualified Technical Personnel (CE-4) 4.1 The Authority shall take necessary measures, such as remuneration and conditions of service, to ensure that qualified personnel performing safety oversight functions are recruited and retained.

4.2 The Authority shall ensure that personnel performing safety oversight functions are provided with guidance that addresses ethics, personal conduct and the avoidance of actual or perceived conflicts of interest in the performance of official duties.

4.3 The Authority shall use a methodology to determine their staffing requirements for personnel performing safety oversight functions.

5. Technical guidance, tools and provision of safety-critical information (CE-5)

5.1 The Authority shall provide appropriate facilities, comprehensive and up-to-date technical guidance material and procedures, safety-critical information, tools and equipment, and transportation means, as applicable, to the technical personnel to enable them to perform their safety oversight functions effectively and in accordance with established procedures in a standardized manner.

5.2 The Authority shall provide technical guidance to the aviation industry on the implementation of relevant regulations.

6. Licensing, certification, authorisation and approval obligations (CE-6)

The Authority shall implement documented processes and procedures to ensure that individuals and organizations performing an aviation activity meet the established requirements before they are allowed to exercise the privileges of a licence, certificate, authorization or approval to conduct the relevant aviation activity.

7. Surveillance obligations (CE-7)

The Authority shall implement documented surveillance processes, by defining and planning inspections, audits and monitoring activities on a continual basis, to proactively assure that aviation licence, certificate, authorization and approval holders continue to meet the established requirements. This includes the surveillance of personnel designated by the Authority to perform safety oversight functions on its behalf.

8. Resolution of safety issues (CE-8)

8.1 The Authority shall use a documented process to take appropriate actions, up to and including enforcement measures, to resolve identified safety issues.

8.2 The Authority shall ensure that identified safety issues are resolved in a timely manner through a system which monitors and records progress, including actions taken by individuals and organizations performing an aviation activity in resolving such issues.

SECOND SCHEDULE
<i>(Made under regulations 10(4), 13(c) & 19 (1)(a))</i>
FRAMEWORK FOR A SAFETY MANAGEMENT SYSTEM (SMS)

The framework comprises four components and twelve elements as the minimum requirements for SMS implementation as follows:

1. Safety policy, objectives and resources (SMS Component 1)

- 1.1 Management commitment
- 1.2 Safety accountability and responsibilities
- 1.3 Appointment of key safety personnel
- 1.4 Coordination of emergency response planning
- 1.5 SMS documentation

2. Safety risk management (SMS Component 2)

- 2.1 Hazard identification
- 2.2 Safety risk assessment and mitigation

3. Safety assurance (SMS Component 3)

- 3.1 Safety performance measurement and monitoring
- 3.2 The management of change
- 3.3 Continual improvement of the SMS

4. Safety promotion (SMS Component 4)

- 4.1 Training and education
- 4.2 Safety communication

1. Safety policy, objectives and resources (SMS Component 1)

1.1 Management commitment

1.1.1 The service provider shall define its safety policy in accordance with international and national requirements. The safety policy shall:

- (a) reflect organizational commitment regarding safety, including the promotion of a positive safety culture;
- (b) include a clear statement about the provision of the necessary resources for the implementation of the safety policy;
- (c) include safety reporting procedures;
- (d) clearly indicate which types of behaviors are unacceptable related to the service provider's aviation activities and include the circumstances under which disciplinary action would not apply; be signed by the accountable executive of the organization;
- (e) be communicated, with visible endorsement, throughout the organization; and
- (f) be periodically reviewed to ensure it remains relevant and appropriate to the service provider.

1.1.2 Taking due account of its safety policy, the service provider shall define safety objectives. The safety objectives shall:

- (a) form the basis for safety performance measurement and monitoring as required by 3.1;
- (b) reflect the service provider's commitment to maintain or continually improve the overall effectiveness of the SMS;
- (c) be communicated throughout the organization; and
- (d) be periodically reviewed to ensure they remain relevant and appropriate to the service provider.

1.1.3 When defining safety objectives, the service provider shall consider safety objectives

established at the State level, where appropriate.

1.2 Safety accountability and responsibilities

The service provider shall-

- (a) identify the accountable executive who, irrespective of other functions, is accountable for the implementation and maintenance of an effective SMS on behalf of the organisation;
- (b) define lines of safety accountability throughout the organisation including a direct accountability for safety on the part of senior management;
- (c) identify the responsibilities of members of management, irrespective of other functions, as well as of employees, with respect to the safety performance of the organisation;
- (d) document and communicate safety accountability, responsibilities and authorities throughout the organisation; and
- (e) define the levels of management with authority to make decisions regarding safety risk tolerability.

1.3 Appointment of key safety personnel

The service provider shall appoint a safety manager who is responsible for the implementation and maintenance of the SMS.

1.4 Coordination of emergency response planning

The service provider required to establish and maintain an emergency response plan for accidents and incidents in aircraft operations and other aviation emergencies shall ensure that the emergency response plan is properly coordinated with the emergency response plans of those organizations it must interface with during the provision of its products and services.

1.5 SMS documentation

1.5.1 The service provider shall develop and maintain an SMS manual that describes its:

- (a) safety policy, objectives and resources;
- (b) SMS requirements;
- (c) SMS processes and procedures; and
- (d) accountability, responsibilities and authorities for SMS processes and procedures.

1.5.2 The service provider shall develop and maintain SMS operational records as part of its SMS documentation.

2. Safety risk management (SMS Component 2)

2.1 Hazard identification

2.1.1 The service provider shall develop and maintain a process to identify hazards, including hazards related to internal and external interfaces, associated with its aviation products or services.

2.1.2 Hazard identification shall be based on a combination of reactive and proactive methods.

2.2 Safety risk assessment and mitigation

The service provider shall develop and maintain a process that ensures analysis, assessment and control of the safety risks associated with identified hazards.

3. Safety assurance (SMS Component 3)

3.1 Safety performance measurement and monitoring

The service provider shall establish means to:

- (a) measure and monitor the safety performance of the organization;
- (b) measure and monitor the progress towards achieving its safety objectives; and
- (c) validate the effectiveness of safety risk controls.

3.2 The management of change

The service provider shall develop and maintain a process to identify changes which may affect the level of safety risk associated with its aviation products or services and to identify and manage the safety risks that may arise from those changes.

3.3 Continual improvement of the SMS

The service provider shall monitor and assess its SMS processes to maintain or continually improve the overall effectiveness of the SMS.

4. Safety promotion (SMS Component 4)

4.1 Training and education

4.1.1 The service provider shall develop and maintain a safety training programme that ensures that personnel are trained and competent to perform their SMS duties.

4.1.2 The scope of the safety training programme shall be appropriate to everyone's involvement in the SMS.

4.2 Safety communication

The service provider shall develop and maintain a formal means for safety communication that:

- (a) ensures personnel are aware of the SMS to a degree commensurate with their positions;
- (b) conveys safety-critical information;
- (c) explains why particular actions are taken to improve safety; and
- (d) explains why safety procedures are introduced or changed.

THIRD SCHEDULE
<i>(Made under regulations 25(1) (a), 25 (2) & 26 (3))</i>
PRINCIPLES FOR THE PROTECTION OF SAFETY DATA, INFORMATION AND RELATED SOURCES
1. General principles 1.1 The Authority shall protect safety data, safety information and related sources, by ensuring that- (a) a balance is struck between the need for the protection of safety data, safety information and related sources to maintain or improve aviation safety, and the need for the proper administration of justice; (b) safety data, safety information and related sources are protected in accordance with this appendix; (c) the conditions under which safety data, safety information and related sources qualify for protection are specified; and (d) safety data and safety information remain available for the purpose of maintaining or improving aviation safety. 1.2 Where an investigation has been instituted, accident and incident investigation records listed in the regulations relating to aircraft accident and incident investigation shall be subject to the protections accorded therein. 2. Principles of protection 2.1 The Authority shall ensure that safety data or information is not used for- (a) disciplinary, civil, administrative and criminal proceedings against employees, operational personnel or organizations; (b) disclosure to the public; or (c) any purposes other than maintaining or improving safety; unless a principle of exception applies. 2.2 The Authority shall accord protection to safety data, safety information and related sources by ensuring that- (a) the protection is specified based on the nature of safety data and safety information; (b) a formal procedure to provide protection to safety data, safety information and related sources is established. (c) safety data and safety information will not be used in a way different from the purposes for which they were collected, unless a principle of exception applies; and

- (d) to the extent that a principle of exception applies, the use of safety data and safety information in disciplinary, civil, administrative and criminal proceedings will be carried out only under authoritative safeguards.

3. Principles of exception

Exceptions to the protection of safety data, information and related sources shall be granted when the Authority:

- (a) determines that there are facts and circumstances reasonably indicating that the occurrence may have been caused by an act or omission considered, in accordance with national laws, to be conducted constituting gross negligence, willful misconduct or criminal activity.
- (b) after reviewing the safety data or information, determines that its release is necessary for the proper administration of justice, and that the benefits of its release outweigh the adverse domestic and international impact such release is likely to have on the future collection and availability of safety data and safety information; or
- (c) after reviewing the safety data or information, determines that its release is necessary for maintaining or improving safety, and that the benefits of its release outweigh the adverse domestic and international impact such release is likely to have on the future collection and availability of safety data and safety information.

4. Public disclosure

4.1 The Authority shall, in the context of requests made for public disclosure, create exceptions from public disclosure to ensure the continued confidentiality of voluntarily supplied safety data and safety information.

4.2 Where disclosure is made in accordance with section 3, The Authority shall ensure that:

- (a) public disclosure of relevant personal information included in the safety data or safety information complies with applicable privacy laws; or
- (b) public disclosure of the safety data or safety information is made in a de-identified, summarized or aggregate form.

5. Responsibility of the custodian of safety data and safety information

The Authority shall ensure that the SDCPS has a designated custodian to apply the protection to safety data and safety information in accordance with applicable provisions of this schedule.

6. Protection of recorded data

6.1 The Authority shall provide specific measures of protection regarding confidentiality and access by the public to ambient workplace recordings.

6.2 The Authority shall treat ambient workplace recordings required by laws and regulations as privileged protected data subject to the principles of protection and exception as provided for in this schedule.

Dodoma,
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