



# Northwest Regional Airport Terrace-Kitimat

## Safety and Non-Punitive Policy

The Terrace-Kitimat Airport Society (TKAS) is committed to the highest safety standards and dedicated to providing a safe and healthful work environment.

The TKAS is committed to fostering a culture of open communication, trust, teamwork and accountability, to allow us to learn from our experiences and continually strive for improvement.

To achieve this, we will promote:

- Mutual trust and respect, where safety concerns are openly communicated throughout the organization;
- An environment where employees take ownership of their safety responsibility by actively participating in the TKAS Safety Management Systems (SMS) program, in effort to reduce risks within the organization;
- A just culture, where employees are treated in a fair and equitable manner;
- Safety as foremost in all company operations, through appropriate training and awareness of safety; and
- The ongoing shared responsibility between management and employees in providing a safe and healthy work place, communicating and promoting safety work practices.

The TKAS Safety Management Systems (SMS) is used to continually assess and improve safety at the Northwest Regional Airport Terrace-Kitimat. Recognizing that safety is a condition of employment, all employees commit to be involved in our Safety Management System and report any incidents, hazards, or safety deficiencies they witness or identify in day to day operations.

No employee will face punitive action, as a consequence of reporting an aviation-related hazard, an incident or an accident, unless it was a result of:

- an Illegal Activity;
- willful misconduct: misconduct committed voluntarily and intentionally; or
- negligence: disregard for proper care and attention to duties as outlined in company documents and policies.

Safety is everyone's responsibility.

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Carman Hendry  
Airport Manager, Accountable Executive