

RAES HUMAN FACTORS CABIN CREW STANDING GROUP

TERMS OF REFERENCE

MISSION STATEMENT

The Group will lead the industry in promoting CRM within the cabin crew environment by encouraging a reflective practice that can be shared openly between operators and collectively explore ways that will encourage effective training that focuses on safe and efficient flight operations.

PURPOSE

- To encourage the most effective performance of cabin crew with regard to non-technical skills.
- To increase awareness of national and organisational culture.
- To encourage an open reporting culture.
- To encourage operators to carry out effective training and joint cabin and flight crew training where appropriate, to enhance their separate roles.
- To encourage development and sharing of training resources and materials amongst operators.
- To encourage effective and relevant CRM training to ensure that this can be applied to the aircraft environment.

RESPONSIBILITIES

- The Group will normally meet four times per year.
- Members will be expected to attend at least two meetings per year.
- Extraordinary meetings may be held as required.
- The Chairman will ensure a balanced quorum at each meeting.
- Be aware and respond to all changes in HF requirements particularly with respect to training requirements.
- Members will ensure that they advise the Secretary of their current contact details.
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RESOURCES

- Certain fee charging where appropriate.

PERSONNEL

Membership

- Chaired by a person accepted to the RAeS, who has a recognised background in Human Factors in aviation

- Deputy Chairman/Secretary

Where possible, suitable members will be selected from the following list:

- CAA Cabin Safety Inspector/Specialist
- RAeS member
- Flight crew member
- CRM Instructor – Scheduled operator
- CRM Instructor – Charter operator
- CRM Instructor – Low cost operator
- CRM Instructor – Regional operator
- CRM Instructor – Adhoc operator
- CRM Instructor – single cabin crew operations
- CRM Instructor – Corporate operator
- CRM Training organisation
- Member from an aircraft manufacturer
- Member representing academia background

Appointment to the Group

- Members may either be nominated by organisations or invited as in Membership above.
- The Chairman will be nominated by the members and will hold office for three years, after which an election will be held. Nothing will stop those in office offering themselves for re-election.

Membership Criteria

Any person acting as a member shall be:

- Actively involved or show a proven track record, in the design, development, delivery and management of Human Factors training.
- Demonstrably interested in the cost effective application of Human Factors as a major contribution to flight safety.
- Motivated and able to serve regularly and effectively on the HFCCSG.