



**LANGLEY
POLICY
DIRECTIVE**

**Directive: LAPD 1710.1E
Effective Date: August 19, 2014
Expiration Date: July 31, 2019**

Responsible Office: Research Services Directorate (RSD)

SUBJECT: Langley Research Center Aviation Safety Policy

1. POLICY

This policy directive sets forth an overview of the Langley Research Center (LaRC) Aviation Safety Policy. The objective is to provide for the safe operation and use of aircraft assets in support of Center requirements and NASA Headquarters directives.

2. APPLICABILITY

This policy applies to all LaRC aircraft operations and operations that use non-NASA aircraft to carry LaRC personnel (civil servants, contractors, detailees, or equipment in support of NASA programs.

3. AUTHORITY

None

4. APPLICABLE DOCUMENTS

- a. NPR 8621.1, "NASA Procedural Requirements for Mishap and Close Call Reporting, Investigating, and Recordkeeping."
- b. NPD 7900.4, "NASA Aircraft Operations Management."
- c. NPR 7900.3, "NASA Aircraft Operations Management."
- d. NPR 8715.3, "NASA General Safety Program Requirements."
- e. LAPD 1150.2, "Councils, Boards, Panels, Committees, Teams, and Groups."
- f. LAPD 1700.1, "Safety Program."
- g. LAPD 1700.2, "Safety Assignments and Responsibilities."
- h. LMS-OUP-D1, "Research Services Directorate Organizational Unit Plan."
- i. LMS-CP-0902, "Unilateral Stop Authority for Flight Operations and Related Activities."

5. RESPONSIBILITY

Effective administration of Center aviation safety policy and implementation of the LaRC Aviation Safety Program is made possible through the efforts of the Center Director; the Executive Safety Council and functional subcommittees, including the Airworthiness and Safety Review Board (ASRB); and the Director, RSD, the Aviation Safety Officer (ASO), and LaRC aviation personnel. Safety cannot be separated from planning, management, and operations; therefore, the primary responsibility for aviation safety rests with line organization management, beginning with the Center Director.

a. Center Director

Has overall safety responsibility.

b. Director, RSD (who also serves as Chief of Research Operations)

(1) Is the senior manager of all Center aircraft flight-related activities and aviation safety elements.

(2) Establishes policy and guidelines for Center aviation safety that are consistent with Center Director guidance and in compliance with Agency aircraft management as well as with safety policies and regulations.

(3) Is responsible, along with the ASO and all functional managers, for creating and promoting a climate in the aircraft operational organization that will facilitate a culture of aviation safety in the operation of aircraft.

(4) Is responsible, in coordination with the ASO, for the day-to-day implementation of the LaRC Aviation Safety Program.

(5) Shall have direct responsibility to senior management for advice and counsel.

(6) Ensures the establishment and monitoring of review processes to provide oversight and assessment of potential and observed aviation equipment, operational, and flight hazards. These processes will identify and address all credible hazards and shall provide methods for control (e.g., elimination or mitigation).

(7) Implements a system of checks and balances, with continuous management surveillance, to assure reasonable, effective, and efficient application of safety policies, rules, and procedures.

c. Aviation Safety Officer

(1) Provides counsel and technical input to the development and implementation of the LaRC Aviation Safety Program.

(2) Is a designated NASA pilot who has authority to report directly to the Center Director on safety matters as set forth in NPR 7900.3 and as described in the RSD Organizational Unit Plan (LMS-OUP-D1).

(3) Is responsible, along with the Director, RSD, for creating and promoting a climate in the aircraft operational organization that will facilitate a culture of aviation safety in the operation of aircraft.

d. Civil Servant and Contractor Employees supporting Aviation

(1) Have the responsibility to work safely in accordance with established policies, procedures, and guidelines.

(2) Shall be intimately involved in the safety focus of the organization.

(3) Shall take all reasonable steps necessary to avoid loss of life, personal injury, property damage, and mission failure.

(4) Are vested with the right to exercise unilateral stop authority as described in LMS-CP-0902, "Unilateral Stop Authority for Flight Operations and Related Activities."

e. Contracting Officers

(1) For safety oversight, Contracting Officers shall include RSD in coordination of contracts that involve Commercial Aircraft Services (CAS).

(2) Contracting Officers shall structure CAS source selections and contracts to authorize NASA oversight provisions for a CAS flight safety review both before and after contract award.

(3) Contracting Officers shall provide written declaration of public use status when required by FAA Advisory Circular 00-1.1A, Public Aircraft Operations.

f. Mission Directors

(1) Notify RSD and ASRB for safety oversight of any aircraft or Unmanned Aircraft Systems (UAS)-related research projects, to include NASA and non-NASA aircraft or UAS.

6. DELEGATION OF AUTHORITY

a. Director, RSD

(1) The Director, RSD, is responsible for supervision of all LaRC aircraft operations, including UAS/UAV operations and associated support activities, and for development and day-to-day implementation of the LaRC Aviation Safety Program to administer Center aviation safety policy.

(2) The Director, RSD, is responsible for safety oversight of operations and maintenance by accomplishing flight safety reviews of non-NASA public use, contracted and commercial aircraft services (IAW HQ NASA AMD memo on "Use and Oversight of Commercial Aircraft Services" dated 7 Jan 2011).

7. MEASUREMENT/VERIFICATION

None

8. CANCELLATION

LAPD 1710.1, dated November 30, 2009.

Original signed on file

Stephen G. Jurczyk
Center Director

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