Safety Policy of AS Tallinna Lennujaam

Safety is the highest organisational priority of AS Tallinna Lennujaam. We give it precedence in all decisions and activities, irrespective of commercial, operational, environmental or social pressures.

We are committed to maintaining and continuously improving the safety of our operations. To this end, we implement, maintain and continuously develop a safety management system (SMS) covering the operation of aerodromes and the air navigation services provided by the company.

We proactively identify hazards and systematically assess and mitigate aviation safety risks. Our objective is to prevent accidents and safety occurrences and to protect people, property and the environment.

We cooperate with ground handling service providers and other organisations operating at the aerodrome to identify common hazards, mitigate risks and coordinate safety measures.

Ensuring safety is the responsibility of every employee. We perform our duties safely, comply with established requirements and report hazards and occurrences affecting aviation safety. Managers are responsible for managing risks and implementing the necessary safety measures within their respective areas of responsibility.

Management continually promotes the safety policy, demonstrates its commitment to safety through its decisions and actions, and ensures that sufficient human and financial resources are available for safe operations.

We ensure personnel competence and training, provide the necessary operating instructions, and ensure that infrastructure and equipment comply with applicable requirements and are properly maintained. Where available resources or conditions do not permit safe operations, we impose the necessary restrictions or reduce the scale of operations.

We promote an open, trust-based safety culture and encourage the reporting of all circumstances that affect or may affect aviation safety. We ensure that an effective safety reporting system is in place and that feedback is provided to reporters. Reporting is carried out in accordance with the company's established procedure for reporting irregularities and occurrences affecting aviation safety.

We apply the principles of just culture in accordance with Regulation (EU) No 376/2014. We do not penalise employees or other persons for actions, omissions or decisions that are commensurate with their experience and training. However, we do not tolerate wilful violations, gross negligence or destructive acts.

We protect the confidentiality of reporters and persons mentioned in occurrence reports and ensure their protection against prejudice under Regulation (EU) No 376/2014. Occurrence information is used and shared in accordance with applicable requirements solely for the purpose of maintaining and improving aviation safety. Such information is not used to attribute blame or liability to individuals for actions, omissions or decisions that are commensurate with their experience and training.

We assess all reports and determine the need for and scope of further analysis or investigation based on the safety risk and potential consequences. We identify causes and contributing factors, implement the necessary improvement measures and evaluate their effectiveness. We share lessons learned with employees and relevant partners.

We establish measurable safety objectives. We regularly monitor progress towards our safety objectives, assess the effectiveness of the safety management system and implement the necessary improvements.

We assess the impact of planned changes on aviation safety and implement the necessary risk mitigation measures before the changes are introduced.

We comply with applicable legal requirements and standards and take account of best practices. We verify compliance with requirements and company procedures through audits and monitoring. To resolve identified deficiencies and prevent their recurrence, we identify their causes, implement the necessary corrective actions and evaluate their effectiveness.

We communicate the safety policy and safety objectives to all employees and familiarise organisations operating at the aerodrome, as well as other relevant service providers, with the safety principles and requirements applicable to them.

We periodically review the safety policy to ensure its continued relevance and suitability for the nature and scope of the organisation's activities.

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Accountable Manager
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