



# British Business and General Aviation Association

Patron: HRH Prince Michael of Kent GCVO

## INVITATION

**THE BRITISH BUSINESS AND GENERAL AVIATION ASSOCIATION  
(BBGA) HAS THE PLEASURE TO INVITE BUSINESS AVIATION  
OPERATOR PERSONNEL TO A  
SAFETY MANAGEMENT SYSTEM (SMS) WORKSHOP  
To be held on 25<sup>th</sup> – 27<sup>th</sup> August 2010 at FlightSafety International,  
Farnborough Airport, UK**

*“An effective SMS does not only meet regulatory requirements, but it enhances the safety, efficiency and effectiveness of an operation!”*

The **IBAC SMS Toolkit** and workshop have been developed by IBAC and its members associations, including BBGA, specifically to assist Business Aviation operators in developing, implementing and maintaining an effective Safety Management System.

The **SMS Toolkit Workshop** for Business Aviation is a comprehensive workshop that covers the basics of aviation safety, and safety management systems; plus it addresses using the IBAC SMS Toolkit to develop and manage an SMS that is appropriate to the size and complexity of an operation, or organization. It is a 2 ½ day classroom event that includes presentations, discussions and group exercises.

This workshop will be of interest to business aviation management personnel in operations, maintenance and other branches that have accountabilities within a safety management system (SMS), and safety officers who wish to develop an understanding of safety management systems. It also will be of interest to those who may be involved in using the *IBAC SMS Toolkit* to develop and implement an SMS.

Participants for the SMS Toolkit Workshop are expected to bring their own copy of the SMS Toolkit. It may be purchased from BBGA or your national association either as part of the IS-BAO an International Standard for Business Aircraft Operations, or as an individual product. Please find attached an order form to send to the BBGA office at: [anne.seckington@bbga.aero](mailto:anne.seckington@bbga.aero). An IS-BAO order form can be downloaded at: <http://www.ibac.org/Files/IS-BAO/Forms/Associations/bbga.pdf>

Please find practical information on the next page →

## Practical Information

For security reasons, pre-registration is mandatory

**Where:** Classroom C201  
FlightSafety International  
Farnborough Airport  
Farnborough, Hants  
GU14 6XA

**When:** 25<sup>th</sup> – 27<sup>th</sup> August 2010  
Starting at 10:00 on the first day and finishing mid-day on third day

BBGA	<u>Fees</u>	
	Members **	Non-Members
SMS Toolkit Workshop	£495 + VAT	£650 + VAT

**\*\* The Members price is extended to EBAA members and members of other IBAC affiliated Associations**

Please send the attached registration form by 4<sup>th</sup> August 2010 to:

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**Limited capacity to 16 people (Please register as soon as possible!)**

