



The Importance of Reporting

In this issue of Inside Choice Aviation, we will be discussing reporting incidents in the workplace and operational inspections of our equipment. These reasons include:

- SAFETY:** Reporting incidents helps prevent future incidents and accidents by identifying and eliminating hazards. It also allows us to address hazards and provide treatment quickly.
- SAFETY CULTURE:** Reporting incidents helps create a safety culture where we show our employees that their well-being is respected, and that CHOICE is committed to safety. It also helps us learn from mistakes and implement new policies and regulations to keep employees safe.
- COMPLIANCE:** Reporting incidents is necessary to comply with company rules and procedures that we have in place, as well as legal and ethical obligations. Failing to submit incident reports can result in financial penalties and damage our reputation in the industry.

Along with reporting, it is essential that we have information in our Safety Management System up-to-date and correct. We manage safety risk and assure the effectiveness of safety risk controls for you and our customers. This includes operational inspections. A part of this reporting is GSE/forklift inspections.

Ground Support Equipment, which includes the forklifts, needs to be inspected every day at the beginning of each shift. This includes performing visual inspections; using and maintaining equipment per the manufacturer’s instructions; and maintaining accurate maintenance records.

As failure to properly use and maintain ground support equipment could result in serious personal injury or damage to equipment, employees should always exercise caution. This includes:

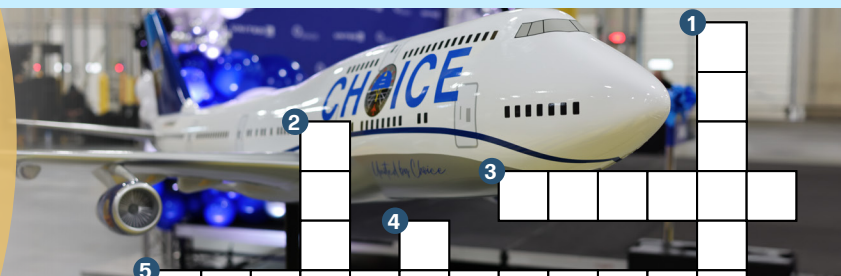
- NEVER** exceed rated load or lift a load not intended for the equipment.
- NEVER** use the equipment if any damage or excessive wear is found.
- NEVER** lift suspended loads over personnel.
- NEVER** make any alterations or modifications to a piece of equipment without safety personnel’s approval.
- ALWAYS** stay clear of suspended loads

When followed, these procedures not only help us promote safety and take care of you but save both time and money.

Safety is a CHOICE, and we choose you!

Safety Puzzle

In celebration of CHOICE Aviation’s corporate anniversary, we are challenging our employees to see how well you know the company and solve the puzzle.



Across

- In what month did operations begin?
- What airline was our first customer?
- What does our logo signify?
- What airport opened first?
- How many years has CHOICE been operating?

Down

- In GROUND Handling, who is our front-line customer?
- Who was the grand master that founded CHOICE Aviation Services?
- Who is our Direct Customer?
- What airport opened 2nd? (later that same day)
- What is the most common smuggled drug in air cargo?
- In CARGO, who is our Front-line customer?

The answers will be in the Inside Choice Aviation Issue No. 5.