# **Duties & Responsibilities**



## Air Safety, Health, & Security Committee (ASHSC)

## **Composition and Qualifications**

This committee is composed of members with an interest in improving the health, safety, and security of the Flight Attendant membership as well as passengers of the airline.

#### Qualifications include:

- Willingness and ability to attend ASHSC training sessions.
- Willingness and ability to attend safety meetings as requested (including monthly port authority meetings and semi-annual base safety meetings).
- Adherence to committee policies, procedures, and standards of ethical conduct.
- Maintenance of member-in-good-standing status.
- Ability to remain in good standing with management.
- Willingness to do ongoing committee work on a volunteer basis.

## Purpose and Scope

To work with management on matters pertaining to cabin and Flight Attendant safety, health, and security.

### **Specific Duties and Responsibilities**

- Solicit members for safety, health, and security related concerns. Address concerns through established protocols. Provide follow-up and communicate resolution.
- Handle air quality exposure response when the MEC ASHSC Air Quality Representative, MEC ASHSC Chairperson, and MEC ASHSC Vice Chairperson are unavailable. Forward information to MEC ASHSC Air Quality Representative for follow-up.
- Act in an advisory role to the LEC Officers on safety matters.
- Study local air safety and health problems and prepare recommendations to be presented to the LEC Officers for consideration.
- Review material, handle correspondence, and keep the local Members well informed of current safety developments. Provide information to the Communications Committee for inclusion in Local Council communications.
- Attend management debriefings when safety related issues are discussed.

#### Communication

- Act as liaison between the membership and the Local Executive Council (LEC) Officers.
  The Local Committee Chairperson will act as liaison between the Local Committee and the MEC Committee Chairperson.
- Coordinate with the Local Committee Chairperson regarding all activities.
- Collaborate with other AFA committees as needed.
- Report to the LEC Officers on any discussion with management.
- Recommendations for change should be presented to the LEC Officers in writing.

- Any AFA committee appointed by the LEC and empowered to conduct discussions with management on behalf of the Flight Attendants must first meet with the LEC Officers prior to forming any agreement to gain the direction of the LEC.
- The committee will not make any policy that conflicts with LEC, MEC, or AFA policy.

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