

Health and Safety Standard

AVIATION

1 PURPOSE

This standard establishes the requirements for conducting activities related to aviation including procuring services, training, and managing associated risks.

2 SCOPE

This standard governs the use of aircraft including fixed wing (airplane), rotary wing (helicopter), and remotely piloted aircraft systems (drones) for SaskPower business.

This standard applies to SaskPower employees and contractors who interact with aircrafts in their work either as a passenger or as a crew member to conduct maintenance or construction work. When this standard solely specifies “SaskPower employee” or “SaskPower employees” the associated requirement does not apply to contractors.

This standard does not cover the use of airplanes to ship freight from supplier to purchaser.

This standard outlines the minimum requirements that shall be met or exceeded by SaskPower employees and contractors. Failure to comply may result in injuries, damage to equipment and property, environmental harm, performance management or any combination thereof.

The use of the word “shall” within this standard denotes a mandatory action, whereas the use of the word “should” or “may” denotes a recommended action.

3 DEFINITIONS

The following definitions apply to this standard:

Chartered Flight – a non-scheduled flight operated by a commercial operator that is available for hire.

Long Lining – a cable, 30 feet or longer used to haul cargo during slinging operations with a helicopter.

Scheduled Flight – any flight by a commercial air carrier that has a defined route and departure and arrival times (e.g., WestJet, Air Canada).

4 REQUIREMENTS

Aircraft used or operated during SaskPower business fits within two main categories: passenger transportation and maintenance and construction work and shall meet the requirements outlined below.

4.1 PASSENGER TRANSPORTATION

Workers required to use air transportation for SaskPower business, shall utilize the services of a commercial operator of either an airplane (fixed wing) or a helicopter (rotary wing).

SaskPower employees shall have supervisor approval prior to booking or boarding a scheduled flight or chartered flight. Administration of air transportation shall follow applicable business processes.

All workers using air transportation shall participate in a safety orientation from the operator of the aircraft prior to take-off.

When a helicopter has SaskPower employees on board:

- The [SaskPower Helicopter Services Process](#) shall be followed;
- The service provider shall be a vendor on the current SaskPower Approved Helicopter Supplier Vendor List (located on the top right corner of the SaskPower Helicopter Services Process document);
- All persons involved shall adhere to the [Helicopter Orientation – Transportation of Personnel Standard Operating Procedure \(SOP\)](#); and
- All SaskPower employees shall complete Basic Helicopter Safety training in the SaskPower Learning Management System (LMS) prior to boarding their first helicopter flight.

Note: SaskPower employees who have completed the Crew Resource Management (CRM)/Flying in the Wire course will be deemed as meeting the requirement for completion of the Basic Helicopter Safety training.

4.2 MAINTENANCE AND CONSTRUCTION WORK

Maintenance and construction work, including patrolling, may incorporate the use of helicopters or drones and shall be performed in compliance with applicable rules and procedures.

4.2.1 HELICOPTER USE

Workers performing work activities with the aid of a helicopter shall:

- Comply with the requirements listed in section 4.1 Passenger Transportation;
- Be trained as a functioning part of the flight crew; for SaskPower employees to meet this requirement they shall complete the CRM/Flying in the Wire course;
- Follow applicable SaskPower standard operating procedures (SOPs); contractors who have their own standard operating procedures shall have them approved by Specialist, Monitoring & Compliance (Aviation) prior to use; and
- Receive certification prior to conducting long-lining work or performing a hover entry or exit. SaskPower employees are required to complete the CRM/Flying in the Wire course and then successfully pass the appropriate skill checks to receive certification.

4.2.2 OPERATION OF DRONES

All workers flying a drone, weighing 250 grams or more, for SaskPower business shall:

- Possess and carry a valid drone pilot certificate issued by Transport Canada;
- Follow the applicable rules in the *Canadian Aviation Regulations*;
- Only fly drones that are marked and registered; and
- Conduct skills updating acceptable to Transport Canada every 24 months.

Prior to conducting drone activities, the operator shall notify the Specialist, Monitoring & Compliance (Aviation).

No SaskPower employee shall fly a privately-owned drone for SaskPower business.

4.3 MANAGEMENT OF WORKER QUALIFICATIONS

Supervisors shall ensure workers reporting to them are trained and possess, if necessary, the required certificates prior to engaging in activities with helicopters or drones.

SaskPower employee's training records and certifications shall be recorded in the LMS.

Contractors shall supply proof of worker qualifications to the Specialist, Monitoring & Compliance (Aviation) prior to commencing work involving helicopters or drones.

5 IMPLEMENTATION

The requirements of this standard take effect one month after the approval date.

6 RESOURCES

6.1 INTERNAL RESOURCES

Related Policies:	Hazard/Aspect and Risk Assessment Policy
References:	SaskPower Helicopter Services Process Helicopter Orientation – Transportation of Personnel Standard Operating Procedure
Related Standards:	Hazard/Aspect and Risk Assessment Standard Load Handling Equipment Record Keeping Standard
Additional Information:	Helicopter - Access and Departing from Towers SOP Helicopter - Air Patrol SOP Helicopter Booking Request Form Helicopter Final Flight Risk Assessment Helicopter Flight Debrief Form Helicopter - Human External Load Class D - Below the Landing Gear SOP Helicopter - Line Towing Operations (Class C) SOP Helicopter - Mid Span (Bird diverters, Marker balls) SOP Helicopter Hovering - Boarding and Exiting SOP Helicopter Landing Site - Initial Preparation SOP Helicopter Long Line Operations SOP

6.2 EXTERNAL RESOURCES

Related Legislation:	<i>Aeronautics Act</i> <i>Canadian Aviation Regulations</i> <i>The Occupational Health and Safety Regulations, 2020</i>
Related Standards:	ASME B30.12 Handling Loads Suspended from Rotorcraft Commercial Air Services Standard (CASS) 722 – Aerial Work CASS 723 – Air Taxi: Aeroplanes CASS 723 – Air Taxi: Helicopters CASS 724 – Commuter Operations: Aeroplanes CASS 724 – Commuter Operations: Helicopters CASS 921 – Small Remotely Piloted Aircraft in Visual Line-Of-Sight (VLOS)
Additional Information:	Aeronautical Information Manual – Transport Canada Knowledge Requirements for Pilots of Remotely Piloted Aircraft Systems 250 g up to and including 25 kg, Operating within Visual Line-of-Sight (VLOS) - TP 15263

Ownership

Division:	Human Resources and Safety
Department:	Safety
Review Frequency:	3 years
Approved by:	Health & Safety Council
Approval Date:	October 9, 2024

Document History

Revised by	Revision Purpose/Comments	Date
B. Kessler	Continuous Improvement	August 21, 2024
T. Anderson, B. Kessler	New Standard	February 8, 2023