

Version 1.0

Health & Usage Monitoring Systems Implementation Guide



HeliOffshore
Safety Through Collaboration

Members of HeliOffshore are committed to working together to further enhance the safety of offshore helicopter transportation around the world.

The HeliOffshore Health & Usage Monitoring System Best Practice Guidance represents more than a year of work by the world's top HUMS specialists; collaborating to share data, policies and experiences, and to identify our industry's best practice. It is available on www.helioffshore.org

This Implementation Guide provides suggestions to help you to implement HUMS best practice in your organisation. It covers four areas:

- 1 Safety Leadership
- 2 Management Reporting
- 3 Effective Training
- 4 Employee Engagement

Section 1

Safety Leadership

Organisations achieve the highest standards of safety only with the active involvement of their leaders. Our industry's leaders are committed to equipping their employees with the skills, knowledge, and safety related information they need to carry out their jobs safely and efficiently. As a leader, here is what you can do to help increase the effective use of the HUMS Best Practice.



Raise awareness of HUMS among Senior Leaders

Safety is likely to be a set agenda item at meetings in your organisation. Look at inviting your HUMS experts to present on HUMS Best Practice and how it benefits your organisation. Focus on the key outcomes you want to achieve with HUMS; for example: consistent and effective decision-making before an aircraft is released to service or back to maintenance.



Develop a time-bound Implementation Plan

Develop and discuss your plan with your senior leadership team, and consider how you will measure whether it's having the desired effect. Being clear about who needs to do what, and by when, will help to implement best practice fully in your organisation. Senior leaders who understand the safety benefits can help to track and support implementation of best practice and ongoing usage of HUMS. They can also help ensure HUMS efforts are adequately resourced.



Visit the Frontline

Leaders can reinforce their safety commitment by advocating HUMS best practice on the 'shop floor', answering questions about why it is important, and ensuring appropriate training and support is available. One suggestion is for senior leaders to visit the HUMS team to see best practice in action, and to recognise their efforts to improve safety. This is also an opportunity to get feedback from the frontline about HUMS.

Section 2

Management Reporting

Effective management reporting helps to demonstrate openness and transparency, internally and externally, and to identify and drive activity that improves safety.

By tracking, reporting and discussing HUMS data and Best Practice implementation, organisations can measure progress and ensure that HUMS is used consistently across all bases.

Providing safety information to managers – and tasking them to discuss that information regularly with their teams – will help to engage everyone in your safety priorities and progress.

Review how HUMS data is used in Management Reporting

Review how HUMS data is used at present: is it represented in quarterly reports by base, region, and worldwide? Is it shared with senior leaders? HUMS data can also provide a basis for celebration of achievement, helping to demonstrate and reinforce your organisation's safety values and culture.

Use HUMS data to Set Targets and Track Progress

Analysis of HUMS data can provide a basis for 'benchmarking', for example, within a region or between bases, and help you to bring about greater consistency, across your operation.



Share HUMS data with Stakeholders

HUMS data can provide essential information to key stakeholders and partners including employees; contractors and suppliers;

If you're improving your use of HUMS, you may consider including updates on your implementation when you meet with groups representing your employees.

Crucially, sharing your experiences can help other HeliOffshore members to improve safety – so please remember to share occurrences or lessons learned via the HeliOffshore Information Exchange and the HUMS Working Group, and help us to improve the guidance.

Section 3

Effective Training

Through effective training, you provide your employees with the tools and information they need to deliver their work, safely and efficiently.

Review the Initial HUMS training you provide

Safety is likely to be a set agenda item at meetings in your organisation. Look at inviting your HUMS experts to present on HUMS Best Practice and how it benefits your organisation. Focus on the key outcomes you want to achieve with HUMS; for example: consistent and effective decision-making before an aircraft is released to service or back to maintenance.

Consider how to deliver effective, recurrent training

Does the recurrent training you provide help people to maintain their HUMS knowledge and skills? How often is the training reviewed and does it incorporate new HUMS developments?



Section 4

Employee Engagement

Study after study shows that engaged employees are safer employees: they care more about their organisation, work environment and colleagues, and are more conscientious about safety. Achieving success in HUMS usage means paying attention to culture, communication and behaviour.

Improve understanding of HUMS in your organisation

Everyone in your organisation can benefit from improving their understanding of preventative maintenance and the safety benefits of HUMS. You can educate people about HUMS and, more broadly, condition-based maintenance via meetings and base visits, via your Intranet, noticeboards and in other channels.

As an example, your finance team will be interested to learn about how HUMS can help to avoid unnecessary overhauls and unscheduled maintenance, increasing availability and reducing costs.

Through profiles of the HUMS team and explanations of how HUMS can improve safety, you can create a shared understanding of the benefits of HUMS and the best practice standards.

We also encourage members to share HeliOffshore's HUMS Best Practice video, which is available at www.helioffshore.org/videos



Ongoing Collaboration

Organisations achieve the highest standards of safety only with the active involvement of their leaders. Our industry's leaders are committed to equipping their employees with the skills, knowledge, and safety related information they need to carry out their jobs safely and efficiently.

We are putting in place online collaboration tools to bring people together across the world – you can find out more on www.helioffshore.org or by emailing info@helioffshore.org

We encourage each member to appoint at least one HUMS point of contact to participate in our ongoing online collaboration.

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We encourage you to combine with other operators in your region to share HUMS experience and to support each other as you implement the HUM Best Practice. You are also encouraged to contact large global helicopter operators, many of which have decades of experience with HUMS.

For more information or contact details for HUMS experts around the world, please email info@helioffshore.org

To begin your journey toward achieving HUMS best practice, you first need to determine what “good looks like” in the use of HUMS by your frontline employees.

Once you have clarity around what you are working to achieve, check that the following are in place to support the ongoing use of best practice in your organisation:

- Active leadership, from the top and including from your Board of Directors;
- Appropriately skilled employees, supported by high-quality initial and recurrent training;
- Effective communication systems, management structures and management reporting;
- Integration of safety management with business decisions; and,
- Engagement of your workforce in delivering safe operations and achieving best practice.

For information about HeliOffshore: www.helioffshore.org



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