

# **Singapore Air Safety Publication Part D Definitions**

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## **FOREWORD**

This Singapore Air Safety Publication (SASP) contains the definitions of terms used in the Singapore Air Safety Publications, to facilitate the interpretation of the requirements. Where definitions are not found in this document, the overarching definitions found in Paragraph 2 of the Air Navigation Order (ANO) shall apply.



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## DEFINITIONS

In the Singapore Air Safety Publications, unless the context otherwise requires -

**“Accountable Manager”** means the manager who has corporate authority for ensuring that all training commitments can be financed and carried out to the standard required by the DGCA, and any additional requirements defined by the ATO.

**“Aircraft avionics”** means a term designating any electronic device - including its electrical part - for use in an aircraft, including radio, automatic flight control and instrument systems.

**“Airmanship”** means the consistent use of good judgement and well-developed knowledge, skills and attitudes to accomplish flight objectives.

**“Approved training”** means training conducted under special curricula and supervision approved by the DGCA that, in the case of flight crew members, is conducted within an approved training organisation.

**“Approved training organisation”** means an organisation approved by the DGCA in pursuant to paragraph 20(13) of the ANO, to perform flight crew training.

**“Competency”** means a dimension of human performance that is used to reliably predict successful performance on the job and is manifested and observed through behaviour that mobilize the relevant knowledge, skills and attitudes to carry out activities or tasks under specified conditions.

**“Competency standard”** means a level of performance that is acceptable to the DGCA when assessing whether or not competency has been achieved.

**“Competency-based training and assessment”** means training and assessment that are characterised by a performance orientation, emphasis on standards of performance and their measurement, and the development of training to the specified performance standards.

**“Conditions”** mean anything that may qualify a specific environment in which performance will be demonstrated.

**“Credit”** means recognition of alternative means or prior qualifications.

**“Director-General of Civil Aviation (DGCA)”** means the “Chief Executive” as defined in the ANO. This will include any person authorised by him to act on his behalf and any person acting in that capacity.

**“Dual instruction time”** means flight time during which a person is receiving flight instruction from an authorised pilot, authorised in accordance with paragraph 23 of the ANO, on board the aircraft.

**“Error”** means an action or inaction by an operational person that leads to deviations from organisational or the operational person's intentions or expectations.

**“Error management”** means the process of detecting errors and responding to them with countermeasures which reduce or eliminate the consequences of errors, and mitigate the probability of errors or undesired aircraft states.

**“Finding”** means a conclusion by the operator’s audit personnel that demonstrates non-conformity with a specific standard.

**“Instrument flight time”** means time during which a pilot is piloting an aircraft solely by reference to instruments and without external reference points.

**“Instrument ground time”** means time during which a pilot is practising, on the ground, simulated instrument flight in a flight simulation training device approved by the DGCA.

**“Instrument time”** means instrument flight time or instrument ground time.

**“Likely”** in the context of the medical provisions in SASP Part 9, means with a probability of occurring that is unacceptable to the Medical Assessor.

**“Medical Certificate”** means the evidence issued by the DGCA that the licence holder meets specific requirements of medical fitness.

**“Monitoring”** means a cognitive process to compare an actual to an expected state.

**“Multi-crew cooperation (MCC)”** means the functioning of the flight crew as a team of cooperating members led by the pilot-in-command.

**“Observable behaviour (OB)”** means a single role-related behaviour that can be observed and may or may not be measurable.



**“Performance criteria”** means used to assess whether the required levels of performance have been achieved for a competency and consists of observable behaviour, conditions and a competency standard.

**“Pilot flying (PF)”** means the pilot whose primary task is to control and manage the flight path and whose secondary tasks are to perform non-flight path related actions (radio communications, aircraft systems, other operational activities, etc.) and to monitor other crewmembers.

**“Pilot monitoring (PM)”** means the pilot whose primary task is to monitor the flight path and its management by the PF and whose secondary tasks are to perform non-flight path related actions (radio communications, aircraft systems, other operational activities, etc.) and to monitor other crewmembers.

**“Pilot-in-command under supervision”** means a co-pilot performing, under the supervision of the pilot-in-command, the duties and functions of a pilot-in-command, in accordance with a method of supervision acceptable to the DGCA.

**“Policy”** means a document containing the organisation’s position or stance regarding a specific issue.

**“Procedure”** means a way of documenting a process.

**“Process”** means a set of interrelated or interacted activities which transform inputs into outputs.

**“Professional pilot licence”** means a Commercial Pilot Licence (CPL), Multi-Crew Pilot Licence (MPL) or Airline Transport Pilot Licence (ATPL).

**“Quality”** means that totality of features and characteristics of a product or service that bear on its ability to satisfy stated or implied needs.

**“Quality system”** means the documented organisational procedures and policies; internal audit of those policies and procedures; management review and recommendation for quality improvement.

**“Quality assurance”** means all the planned and systematic actions necessary to provide adequate confidence that all training activities satisfy given standards and requirements, including the ones specified by the approved training organisation in relevant manuals.

**“Quality audit”** means a systematic and independent examination to determine whether quality activities and related results comply with planned arrangements effectively and are suitable to achieve objectives.

**“Quality inspection”** means that part of quality management involving quality control. In other words, inspections accomplished to observe events/actions/documents, etc, in order to verify whether established operational procedures and requirements are fulfilled during the accomplishment of the event or action, and whether the required standard is achieved. Student/Trainee stage checks and skill tests are quality inspections, and they are also quality control functions.

**“Quality Manager”** means the manager responsible for the monitoring function and for requesting remedial action.

**“Quality manual”** means the document containing the relevant information pertaining to the approved training organisation’s Quality Assurance System.

**“Quality of training”** means the outcome of the training that meets stated or implied needs within the framework of set standards.

**“Safety management system”** means a systematic approach to managing safety, including the necessary organisational structures, accountabilities, polices and procedures.

**“Significant”** in the context of the medical provisions in SASP 9, means to a degree or of a nature that is likely to jeopardise flight safety.

**“Threat”** means events or errors which occur beyond the influence of the flight crew, increase operational complexity and which must be managed to maintain the margin of safety.

**“Threat management”** means the process of detecting threats and responding to them with countermeasures which reduce or eliminate the consequences of threats, and mitigate the probability of errors or undesired aircraft states.