

SPECTRUM SAFETY NEWSLETTER



"DEFECTS"

→ If you find a defect, YOUR JOB is to find a "Technical Dispatcher" (any Instructor or full-time ramp/desk staff).

- If you are away from home base with an airplane you should report the defect(s) over the phone.
- The "TD" will help you to enter the defect on the "defect sheet"
- The "TD" will "defer" the defect or "ground" the airplane.

→ All snags found **MUST** be entered by you onto the "defect sheet" at the front of the aircraft Journey Log Book.

- If not completed, the defect will never be rectified.
- You must PRINT

- The "Item #"
- The Date: month and day
- What the defect is
- Your first initial and your last name in "Reported By"



Please DO NOT trouble shoot the problem or try to explain how to fix the problem, just describe the defect

Please do not report:

- concerns that can be remedied by yourself or a ramper, like "bugs on windscreen" or "not enough oil"
- cosmetic concerns, like "upholstery looks like it is from the 70's"

→ Always tell a member of the Spectrum Airways staff when you write in a defect

→ Do not assume that we will "find" the entry, we **MUST** be told or it will not get fixed