

Response to TSB recommendations

	TSB Recommendations	ATSB Response
1	Given that the ATSB investigation methodology and analysis tools represent best practice and have been shown to produce very good results, the ATSB should continue efforts to ensure the consistent application and use of its methodology and tools.	Agreed. The ATSB will continue its efforts in this area.
2	The ATSB should consider adding mechanisms to its review process to ensure there is a response to each comment made by a reviewer, and that there is a second-level review to verify that the response addresses the comment adequately.	Agreed. Response to DIPs comments are included in SIIMS and will be formally made part of the review process.
3	The ATSB should augment its DIP process to ensure the Commission is satisfied that each comment has been adequately addressed, and that a response describing actions taken by the ATSB is provided to the person who submitted it.	Agreed. Investigators to be advised their comments are intended for public release. A response will be provided to any person who submitted substantive comments.
4	The ATSB should review its risk assessment methodology and the use of risk labels to ensure that risks are appropriately described and that the use of the labels is not diverting attention away from mitigating the unsafe conditions identified in the investigation.	Agreed. The ATSB has reviewed its risk assessment methodology and will no longer use labels to describe safety issues.
5	The ATSB should review its investigation schedules for the completion of various levels of investigation to ensure that realistic timelines are communicated to stakeholders.	Agreed. Work was previously begun on this review and will now be completed.
6	The ATSB should take steps to ensure that a systematic, iterative, team approach to analysis is used in all investigations.	Agreed. This is already reflected in policy and procedures. General Managers to reiterate to their Managers they are required to remain involved in an investigation report until finalised.
7	The ATSB should provide investigators with a specific tool to assist with the collection and analysis of data in the area of sleep-related fatigue.	Agreed. This is a complex and contentious area and a fatigue tool will take a considerable time to complete.

8	The ATSB should review the quality assurance measures adopted by the new team leaders and incorporate them in SIQS to ensure that their continued use is not dependent on the initiative of specific individuals.	Agreed. Has been completed and included in SIQS.
9	The ATSB should modify the Commission report review process so that the Commission sees the report at a point in the investigation when deficiencies can be addressed, and the Commission's feedback is clearly communicated to staff and systematically addressed.	Agreed. From 1 April 2015, the Commission will focus on all Draft Reports before they are sent to DIPs. The Commission will still review Final Reports in mark-up to see changes and review DIP comments. If a report is a high priority, the Commission to review the Interim Factual, Draft and Final reports. The exception will be Level 5 Bulletins, the Commission will continue to see Final reports only.
10.	The ATSB should undertake a review of the structure, role, and responsibilities of its Commission with a view to ensuring clearer accountability for timely and effective oversight of the ATSB's investigations and reports.	Agreed. A review of the structure, role and responsibilities of the Commission will be undertaken.
11	The ATSB should adjust the critical investigation review procedures to ensure that the process for making and documenting decisions about investigation scope and direction is clearly communicated and consistently applied.	Agreed. SIQS and associated Policy and Procedure documents will have a layout of critical investigation review processes.
12	The ATSB should take steps to ensure closure briefings are conducted for all investigations.	Agreed. This is already included in SIQS. Managers will be asked to reinforce this requirement with investigators.
13	The ATSB should provide clear guidance to all investigators that emphasizes both the independence of ATSB investigations, regardless of any regulatory investigations or audits being conducted at the same time, and the importance of collecting data related to regulatory oversight as a matter of course.	Agreed. The ATSB's role is clear now the reviewed MOU with CASA has been signed.
14	The ATSB should implement a process to ensure that communications staff identify any issues or controversy that might arise when a report is released, and develop a suitable communications plan to address them.	Agreed. This has been completed.