



TOPS Board

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April Board Meeting Productive

The TOPS Board of Directors held a board retreat in Boulder City, Nevada, at the beginning of April to maintain momentum and dive into continued work on strengthening, building and sharing the program. During that time the board completed the following:

- Updated the By-Laws as per recommendations by the Standardization Committee, including adopting board of director requirements and responsibilities
- Identified updates to the Program of Safety which will go before the membership in the fall meeting
- Identified a new auditor candidate
- Developed new auditor requirements and training standards
- Assigned projects to committees
- Began the process of opening TOPS to international operators

Read on to learn in detail about this work and more as TOPS prepares for the 2016 audit season and beyond.

Educational Outreach Committee

At the Spring Board Retreat, the board renamed the Marketing Committee, responsible for TOPS's great new logo, website and brochure, to the Educational Outreach Committee. Lead by Papillon President Geoff Edlund, the committee will be working to expand opportunities to educate the industry and public about the Tour Operators Program of Safety with the goal of expanding tour safety through increased membership.

The committee is currently working on a video to capture TOPS founders sharing the history of the program and philosophy around its beginnings, designing a new booth reflective of the program's refocused mission, and identifying new avenues to educate the industry and public. If you or someone in your company is interested in being a part of this work, please reach out to TOPS Executive Director Jen Boyer at jen@topssafety.org.

Important TOPS Dates

TOPS Fall Membership Meeting: Oct. 26, 2016

HTOC takes place Oct. 24 and a Safety Meeting on Oct. 25, same location Big Island, Hawaii (hotel and city location details TBD)

TOPS General Membership Meeting: Mar. 6, 2017 (tentative)
Heli-Expo 2017 in Dallas, Texas

Audit News & Changes

Audit Fees Increase in 2016

The TOPS Board of Directors moved to increase auditor fees in 2016 and to reevaluate auditor fees every 24 months. The new fees affect only the daily rate, and will increase by \$200 per day to \$1,100. All travel and report writing fees will remain the same. To view all the TOPS Auditor Fees, please log onto the TOPS website at www.topssafety.org and navigate to the Auditor Toolbox.



Auditor Requirement Change

The TOPS Audit Committee has developed a standardized list of requirements and training standards for TOPS auditors as a part of a strengthened TOPS program. These standards were brought to the TOPS Board in April and were approved to bring before the membership at the Fall Meeting.

The Board recommends TOPS auditors be required to have the following before being considered as an auditor for TOPS: previous auditor experience, FAA Part 135 operational experience, documented safety training, and recent helicopter industry experience. Additionally, preference will be given to candidates with IS-BAO or equivalent certification.

Seeking New Auditors

The audit committee received three applications to be a TOPS auditor at Heli-Expo. One candidate met the new requirements and was invited to join TOPS at the Fall Meeting to meet membership and interview with the board.



TOPS has placed an ad with JS Firm to attract additional candidates with the goal of providing a pool of at least five auditors for the 2017 audit season.

More TOPS Brochures

TOPS Regular Members have requested additional copies of the TOPS brochure to share with their customers.

We are currently in the process of securing bids for a mass printing. Once we've landed the best bid, we'll print and send several hundred to every member.

Thank you in advance for making a plan to share these with your customers. In light of recent events in the helicopter tour industry, every effort to highlight the work we are doing as companies to maintain safety is valuable to our flying public.

TOPS Poster Coming

We hope to have the 2016 TOPS poster available by May 1. At this time, **we are still awaiting payment of 2016 dues by several regular and associate members.** Members in good standing, including paid dues, will be included in the poster.



Once complete, a link to the poster will be sent to all members. From there you can work with your marketing teams to insert a photo of your own operation and print.

Committee Leadership

Audit Committee, John Becker, john@papillon.com

Safety Committee, Joel Kain, joel.kain@surveypt.com

Maintenance Committee, Troy Atkinson, tatkinson@bluehawaiian.com

Standardization, Eric Lincoln, elincoln@bluehawaiian.com

Educational Outreach
Geoff Edlund, geoff@papillon.com

Nomination, Amanda Nelson, anelson@erahelicopters.com