

## IZJAVA O NEKAZNOVALNI POLITIKI POROČANJA

## NON-PUNITIVE REPORTING POLICY STATEMENT



Pri opravljanju naših storitev, kot operator aerodroma oz. izvajalec službe upravljanja ploščadi, je doseganje **visoke ravni varnosti naša prioriteta**. Zato se, v luči doseganja najvišjih varnostnih standardov, **vse osebe naproša in spodbuja, da poročajo** o vseh nevarnostih, incidentih, nesrečah, varnostnih pomanjkljivostih ali katerikoli drugih varnostno spornih dogodkih oz. okoliščinah, ki bi vplivali na varno izvajanje operacij v letalstvu. Vsi, ki se odločijo za tako poročanje ali posredovanje varnostno pomembnih informacij, vključno z morebiti omenjenimi osebami, ki bi storile nemarne napake, **ne bodo** s strani Fraporta Slovenija, d.o.o., **podvrženi kaznovanju ali drugim sankcijam**, razen, v kolikor bi ti dogodki oz. dejanja vključevala:

- namerno kršitev in/ali,
- hudo malomarnost - očitno, hudo in resno neupoštevanje očitnega tveganja ter resnega pomanjkanja poklicne odgovornosti, ki bi narekovala takšno ukrepanje, ki je očitno potrebno v danih okoliščinah s predvidljivo škodo osebi ali premoženju ali resno ogrozilo stopnjo varnosti v letalstvu in/ali,
- znake kaznivega dejanja in/ali,
- uporabo alkohola ter prepovedanih substanc.

Z namenom vzpostavitve **zaupanja** ob poročanju varnostno pomembnih informacij se vsem v zakonskih okvirih nudi **zaupnost njihove identitete**, saj je pri sistemu upravljanja varnosti (orig. safety management system) pomembno kaj se je zgodilo in ne kdo je to poročal. Tako pri SMS-u poročanje ni in ne sme postati orodje za iskanje krivcev, ampak orodje za učenje na napakah in izboljšanje varnosti.

Hkrati se tudi poziva vse, da v okviru sistema poročanja, **posredujejo predloge**, ki bi pomagali izboljšati varnostne procedure, protokole in politiko na tem področju ter nam na ta način pomagali nuditi visoko raven varnosti na našem letališču.

Pri izvajanju nekaznovalne politike poročanja Fraport Slovenija, d.o.o. v celoti deluje v skladu s »kulturo pravičnosti« in Uredbo (EU) št. 376/2014 ter povezano zakonodajo.

While conducting our services, as aerodrome operator or apron management services provider, maintaining **a high level of safety is our priority**. Therefore, we **ask and encourage everyone to report** any accidents, incidents, hazards, safety deficiencies, or any other unsafe circumstances that would affect the safe conduct of operations in order to achieve the highest safety standards. Anyone that decides to report or otherwise convey information regarding safety, which includes possibly mentioned persons, which would do unintended errors, **will not be subject to punishment or other sanctions** from Fraport Slovenija, d.o.o., except when these events or actions include:

- wilful misconduct and/or
- gross negligence - where there has been a manifest, severe and serious disregard of an obvious risk and profound failure of professional responsibility to take such care as is evidently required in the circumstances, causing foreseeable damage to a person or property, or which seriously compromises the level of aviation safety and/or
- criminal offense and/or
- use of alcohol or prohibited substances.

When reporting safety relevant information, everyone is provided with **confidentiality of their identity** within legal frameworks in order to ensure **trust**. In safety management system, it only matters what has happened and not which person reported the information; that is why the safety management system is not and should not be used as a tool for tracking potential culprits, but a tool for learning from mistakes and improve safety.

At the same time, we encourage everyone to **offer suggestions** through our reporting system that would help us to improve our safety procedures, protocols and policies and thus contribute to a higher level of safety at our airport.

In carrying out the non-punitive reporting policy Fraport Slovenija, d.o.o. fully complies with "just culture" and Regulation (EU) No. 376/2014 and related legislation.

Zg. Brnik, 1.3.2024

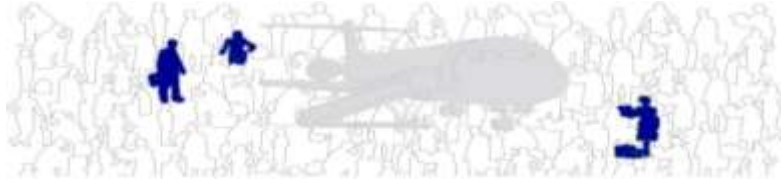
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## IZJAVA O VARNOSTNI POLITIKI

## SAFETY POLICY STATEMENT



S pomočjo upravljanja varnosti, kot enega izmed naših temeljnih poslovnih procesov, želimo našim zaposlenim, poslovnim partnerjem, najemnikom, pogodbenikom, strankam in splošni javnosti na našem **letališču zagotoviti varno okolje**, v katerem bomo še bolj uspešno opravljali svoje storitve. Pri opravljanju naših storitev je doseganje **visoke ravni varnosti na sistematičen in proaktiven način naša najvišja prioriteta**. Navedeno zagotavljamo, kot operater aerodroma in izvajalec službe upravljanja ploščadi.

Primarna odgovornost za doseganje tega cilja leži pri našem vodstvu in slehernemu zaposlenemu. Vsi skupaj se zavezuje, da bomo **izpolnjevali vse zakonske zahteve in zavezujoče standarde. Poleg tega pa stremeli k najvišjim varnostnim standardom ter najboljšim praksam.**

Za doseganje visoke ravni varnosti se zavezuje:

- za v priložniku **dokumentiran sistem upravljanja varnosti**, ki si ga bomo prizadevali nenehno izpopolnjevati s pomočjo notranjih in zunanjih presoj ter menedžerskih pregledov;
- določiti **realne varnostne indikatorje in cilje** z namenom nenehnega dvigovanja ravni varnosti v organizaciji;
- **izvajati procese**, vključno s sistemom poročanja, ki bodo identificirali nevarnosti povezane z našo dejavnostjo ter upravljali z njimi povezana **tveganja** na tak način, da bodo ta **odstranjena ali zmanjšana, kolikor je to razumsko mogoče**;
- našim zaposlenim **zagotoviti ustrezne informacije in izobraževanje**, ki jim omogoča varno opravljanje svojega dela;
- **zagotoviti ustrezno usposobljen kader in finančne ter druge ustrezne vire**, ki omogočajo učinkovito delovanje varnostne politike in sistema upravljanja varnosti;
- imeti **jasno definirane odgovornosti** (accountabilities in responsibilities) na področju varnosti za vse zaposlene v našem podjetju in uveljaviti upravljanje varnosti, kot prvo prioriteto pri vseh vodilnih, vodstvenih in ostalih kadrih;
- **od zunanjih izvajalcev**, ki s svojimi sistemi in procesi podpirajo našo operativno dejavnost, **zahtevati, da ti upoštevajo naše varnostne standarde** in na ta način omogočajo doseganje visoke ravni varnosti na letališču;
- **vzpostaviti, ohraniti in promovirati pozitivno varnostno kulturo**, ki omogoča prosto izmenjavo varnostno pomembnih informacij z namenom, da organizacija na varnostnem področju deluje kot celota, brez posameznikov ali skupin, ki bi bili izolirani od naučenih lekcij varnostnih vprašanj;
- **zagotoviti razumevanje, izvrševanje in razvijanje varnostne politike** na vseh ravneh organizacije;
- **dosegati cilje upravljanja varnosti kot najvišjo prioriteto** pred vsemi komercialnimi, operativnimi, okoljskimi ali socialnimi pritiski.

Varnostna politika zajema tudi področje letalskih podatkov in s tem povezanih informacijskih aktivnosti.

Zg. Brnik, 1.3.2024

Matija Perovic, I.r.  
Direktor operative / Operations Director

With the help of safety management, as one of our core business processes, we want our employees, business partners, tenants, contractors, customers and the general public **to ensure** at the airport **a safe environment** in which we will be more successful in delivering our services. Achieving **high level of safety performance in proactive and systematic manner**, while delivering our services, **is our highest priority**. We ensure this as an aerodrome operator and apron management service provider.

Primary responsibility for achieving this goal lies with our management and all of our employees. We all commit to comply with **all legal requirements and meet all applicable standards. In addition, we will improve towards the highest safety standards and best practices.**

To achieve this high level of safety performance, we commit to:

- have **safety management system documented** in a manual, which we will strive to continually improve through internal and external audits and management reviews;
- set **realistic safety indicators and objectives** to continuously raise the level of safety within the organization,
- **carry out processes**, including reporting system, which will identify hazards associated with our operations and manage the related risk in such a way that it will be **eliminated or mitigated as low as reasonably possible** (ALARP);
- ensure that all our **employees are provided with adequate information and training** that will enable them to safely perform their work;
- **ensure that suitably qualified staff and adequate financial and other resources** are available to enable efficient functioning of safety policy and safety management system;
- **have clearly defined safety accountabilities and responsibilities** for all employees in our company and enforce management of safety, as the first priority of managers and other personnel;
- **require from all externally supplied systems and processes** that are supporting our airport operations, that they **comply with our safety standards**, and thus help us to achieve a high level of safety on the airport;
- **establish, maintain and promote a positive safety culture** through the free exchange of safety related information to ensure that the organization functions as a whole, without individuals or groups who are isolated from the lessons learned from safety issues;
- **ensure that the policy will be understood, implemented and maintained** at all levels of the organization;
- **achieve safety management objectives as the highest priority** over commercial, operational, environmental or social pressures.

Safety policy also covers the field of aeronautical data and related information activities.

Dr. Babet Stapel, I.r.  
Poslovodni direktor / Managing Director

