

Subject: Responsibilities of the FAA member of an ASAP Event Review Committee (ERC)

The primary responsibilities of the FAA member of an ASAP ERC are as follows:

- (1) Determine if the FAA has received independent evidence on a reported event
- (2) Assist in determination of a possible 14 CFR regulatory violation.
- (3) Assure ERC investigation ascertains all pertinent facts and circumstances prior to acceptance/exclusion, including, where appropriate, ERC interview of the employee(s) prior to acceptance of a report.
- (4) Assist in determining event resolution in the best interest of safety.
- (5) Recommend corrective action whenever it is appropriate.
- (6) Follow-through on corrective action to ascertain satisfactory completion.