

# FAST Check Pilots Meeting Guidance

Revision 0

## PRESIDENT'S CRITERIA:

- Informative
- Bi-directional discussion
- Safety driven
- Web based communications

CHAIRMAN: Appointed by President - provides leadership

DURATION: 60 minutes

SECRETARY: Minutes plus attendance - Virtual or in person - sent to FAST 1st VP - per

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Ensures quorum of at least 6 CPs

## AGENDA:

- I. FAST BOD DECISIONS - Meeting updates/Discuss latest version of FF&P
- II. INCIDENT/ACCIDENT REVIEW - Anonymous - GA/Warbird of relevance - safety
- III. TOPICAL ITEMS OF INTEREST - Briefings/issues raised in prior meetings
- IV. QUESTIONS/COMMENTS - General participation

## CHAIRMAN'S DUTIES:

- Plans quarterly meetings - at least 1 meeting per annum – FF&P current version
- Informs CPs of meeting location, date, time and virtual link
- Invites CPs to submit questions/concerns beforehand, to discuss under section IV
- Flexible in suitable allocation of time for each agenda section
- Keeps strict control of schedule
- Allows questions/answers during sections I, II and III - within time constraints
- Encourages wide and respectful participation of all signatories