

**American Eagle<sup>®</sup>**  
**Aircraft Maintenance**  
**Shift inBriefing**  
**Valid for Week of Apr 23 – Apr 29, 2013**  
REDACTED

inBriefing Checklist

- Safety Contact – Use Daily or Local Safety Contact
- Local Production Briefing
- Identify Shift Supervisor or Person Directly-In-Charge WI: Work Area / Contact
- Required inBriefing Information
- Discuss - Things that worked yesterday and "Shift Wins" from yesterday
- Post / Distribute Copies of inBriefing, and Industry News Clips
- Follow Established Procedures, use Fall Protection, wear your Safety Glasses while performing a maintenance task, wear your Safety Vest on the AOA, document all maintenance, and work safe.

REDACTED

- **MERGER** – There is some good information on the New Jetnet regarding the Merger – Called *Arrivals*, it serves to keep employees in both companies informed. Recently it showed the structure of the Integration Management Office or IMO, which includes a Regional Planning Team.

Helping the IMO facilitate integration planning are 29 planning teams, made up of employees from both companies. These teams look at what both airlines have on their own today and what would work best for the combined company.

**Transition Committee (TC)**



**TC Oversight**

- Labor integration process
- Organizational design & execution
- Communications

**IMO**



**Planning Teams**



The Guiding Principles for planning the integration are as follows:



Watch for *Arrivals* on the new Jetnet (Jetnet>new Jetnet Merger>Arrivals



- **THE ENVIRONMENT** - April 22, 2013 was Earth Day, and over one billion people in approximately 192 countries *took action to protect the environment*. *Taking action* is good for the environment, for you, your family and the Company. One way to do this is to follow the EPA's Pick-Five – Choose 5 actions you'll focus on daily in the following areas: Water, Air, Land, Energy or Waste i.e. reduce your daily water consumption, take public transportation, and recycle.

REDACTED



- Maintain situational awareness at all times: Look > Think > Act
- Follow established procedures
- When in doubt – Stop, Think & Exercise Caution



- The four “human errors” that cause 90% of all acute injuries and 99% of all minor injuries:
  - “I didn’t see it”
  - “I wasn’t thinking about it”
  - “I got hit by something”
  - “I lost my balance”