

Manual Certification Progress - As of: 05/1/20

Manual Name	Acronym	% Com	Pg Ct	Pg Com	SME	Action	Approved	Accepted
Administration Manuals								
Drug and Alcohol Prevention Manual	DAPM	80	72	57.6	Ken	Baseline only, review Not Started		
Publication Standards Manual	PSM	90	122	109.8	George	Need review by all Departments	In Process/Review	
Company Organization Manual	COM	80	102	81.6	All	Need review by all Departments	In Process/Review	
Operations Specifications	OS	0	180	0	Ken	to be supplied by FAA		
Flight Operations Manuals								
Aircraft Deicing Program	ADP	80	234	187.2	Not assigned	Baseline only, review Not Started		
Normal Checklist	NC	0	8	0	Gibby		In process	
Flight Handbook - Operations	FHBv1	0	436	0	Gibby	Using Delta to create baseline	In conversion	
Flight Handbook - Systems	FHBv2	0	856	0	Gibby	Need aircraft info		
Quick Reference Handbook	QRH	0	188	0	Gibby	Need aircraft info		
MEL/CDL	MEL	90	356	320.4	Ray	updated to MMEL need aircraft to finalize	In Process	
Carry on Luggage Program	CLP	80	38	30.4	Brenda	Baseline only, review Not Started		
Exit Seating Program	ESP	80	30	24	Brenda	Baseline only, review Not Started		
Inflight Procedures Manual	IPM	50	458	366.4	Brenda	Need aircraft info for final	In Process/Review	
Electronic Flight Bag	EFB	0	68	54.4	Ken	Template Only		
Flight Operations Manual	FOM	80	540	432	Ken	Baseline only, review Not Started		
Flight Operations Training Manual	FOTM	50	424	212	Gibby/Ian	Baseline only, review Not Started		
Line Operating Flight Training	LOFT	20	60	12	Not assigned	To be developed		
Inflight Procedures Training Manual	IPTM	50	154	77	Brenda	Baseline only, review Not Started		
Weight & Balance	WBM	90	88	79.2	Ray/Kevin	Need aircraft info for final version	In Process/Review	
Maintenance Operations Manuals								
General Maintenance Manual	GMM	80	390	312	Ray/Kevin		In Process/Review	
Fueling and Servicing Manual	FSM	80	66	52.8	Ray/Kevin	Need aircraft info		
Quality Assurance Manual	QAM	90	362	325.8	Kevin		In Process/Review	
Maintenance Training Manual	MTM	80	94	75.2	Ray	Baseline only, review Not Started		
Essential Maintenance Provider Manual	EMPM	80	18	14.4	Kevin	Baseline only, review Not Started		
Line-Oriented Flight Training	LOFT	80	20	16	Gibby/Ian	Baseline only, review Not Started		
Maintenance and Inspection Program	MIPM	80	700	560	Kevin	Need aircraft for task Listings	In Process/Review	
Ground Operations Manuals								
Cargo Handling Manual	CHM	80	124	99.2	Not assigned	Baseline only, review Not Started		
Station Operations Manual	SOM	80	286	228.8	Not assigned	Baseline only, review Not Started		
Station Operations Training	SOTM	80	82	65.6	Not assigned	Baseline only, review Not Started		
Operations Control Manuals								
Operations Control Manual	OCM	80	280	224	Not assigned	Baseline only, review Not Started		
Emergency Response Program	ERP	80	292	233.6	Dan	Baseline only, review Not Started		
Operational Control Training Manual	OCTM	80	138	110.4	Ken	Baseline only, review Not Started		
Operational Safety								
Operational Safety Inspection Manual	OSIM	80	238	190.4	Bobby	Baseline only, review Not Started		
Fatigue Risk Management Program	FRMP	80	72	57.6	Kevin	Baseline only, review Not Started		
Security and Occupational Safety								
Safety Management System	SMS-F	80	96	76.8	Bobby		In Process/Review	
Safety & Security Manual	SSM	80	172	137.6	Bobby	Baseline only, review Not Started		
Hazardous Materials Manual	HAZ	80	64	51.2	Not assigned	Baseline only, review Not Started		
Total Pages			7908	4875.4				
Manuals Percentage Complete				62%				