

# Passenger safety card guidance



This checklist is designed to provide guidance for operators about what should be included on their passenger safety cards. For more information, email [cabin.safety@caa.govt.nz](mailto:cabin.safety@caa.govt.nz).

<b>Access / visibility</b>	<ul style="list-style-type: none"> <li>• Designed in a size easily visible and reachable to the seated passengers</li> <li>• Clear indication of safety information on top</li> <li>• Controlled – version number and/or date</li> </ul>
<b>Words / pictures</b>	<ul style="list-style-type: none"> <li>• Pictographic and consistent with placards used on the aircraft.</li> <li>• Aircraft type specified</li> <li>• Safety information only</li> <li>• Written information/instructions kept to a minimum</li> <li>• Not confusing</li> <li>• Logical sequence</li> </ul>
<b>Seat belts</b>	<ul style="list-style-type: none"> <li>• Fasten/Open/Adjust</li> <li>• Shoulder harness if fitted</li> <li>• Air bag if fitted</li> <li>• Restraint of infants and children</li> </ul>
<b>Footrests / headrests</b>	<ul style="list-style-type: none"> <li>• Required position for taxi, take-off and landing</li> </ul>
<b>PEDs</b>	<ul style="list-style-type: none"> <li>• Allowed/forbidden devices</li> <li>• Restrictions for use</li> <li>• Stowage</li> </ul>
<b>Hand baggage</b>	<ul style="list-style-type: none"> <li>• Correct/forbidden stowage locations</li> <li>• Instructions/requirements in the event of an evacuation (as applicable)</li> </ul>
<b>Floor proximity escape path marking</b>	<ul style="list-style-type: none"> <li>• Location</li> </ul>
<b>Exits</b>	<ul style="list-style-type: none"> <li>• Number and location</li> <li>• Routes to exits, including alternative egress routes if unusable.</li> <li>• Exits likely to be available in a ditching but pref. no X's</li> <li>• Overwing exit placards comparable</li> <li>• Awareness of propellers</li> <li>• Movement on a double-deck aircraft</li> </ul>
<b>Exit operation</b>	<ul style="list-style-type: none"> <li>• Method of operation, including that for ditching</li> <li>• Surrounding conditions prior to opening (e.g. fire, smoke water level, etc.)</li> <li>• Disposal of exit (e.g. overwing hatch)</li> <li>• Who operates – crew or passengers</li> <li>• Escape route from wing</li> <li>• Step down from overwing exit representative</li> <li>• Exit in proportion to person operating it.</li> </ul>

<b>Slides</b>	<ul style="list-style-type: none"> <li>• Number and location</li> <li>• Activation, including manual inflation if necessary</li> <li>• Method – jump or sit, also method with infants &amp; children</li> <li>• Method of evacuation through exits with no assisting evacuation means</li> <li>• Shoe restrictions</li> <li>• Double or single channel slides at appropriate exits</li> <li>• On the ground, movement away from the slides and/or aircraft</li> </ul>
<b>Brace</b>	<ul style="list-style-type: none"> <li>• Appropriate position for each seat configuration</li> <li>• Alternative brace positions for adult with infant on lap, tall or large individuals, children, etc.</li> </ul>
<b>Oxygen</b>	<ul style="list-style-type: none"> <li>• Location of mask when dropped</li> <li>• Activation of oxygen and indication of active O2 supply</li> <li>• Correct and timely donning</li> <li>• Adjustment if necessary</li> <li>• Fit own mask first</li> <li>• Clip retainer (For Embraer only)</li> </ul>
<b>Flotation devices</b>	<ul style="list-style-type: none"> <li>• Location</li> <li>• Use for adult/child and infant</li> <li>• Flotation devices for infants</li> <li>• Removal from container</li> <li>• When and where to inflate</li> <li>• Features – toggles/straps/tubes/whistle/light</li> </ul>
<b>Slide rafts</b>	<ul style="list-style-type: none"> <li>• Location</li> <li>• Activation, including manual inflation</li> <li>• Method of use/boarding/seating</li> <li>• Shoe restrictions</li> <li>• Detachment and separation</li> </ul>
<b>Life rafts</b>	<ul style="list-style-type: none"> <li>• Location</li> <li>• Removal from stowage</li> <li>• Attachment at exit</li> <li>• Launching/inflation/boarding</li> <li>• Detachment and separation</li> </ul>

**Note:**

1. Consideration should also be given to providing passengers occupying seats with direct access to emergency exits with a separate briefing card containing a summary of the exit briefing information.
2. An operator conducting an operation without cabin crew should consider including expanded information, such as location and use of fire extinguisher, oxygen system (if different from the drop-down system), etc.