

AIR TRAFFIC INCIDENT REPORT FORM

For use when submitting and receiving reports on air traffic incidents. In an initial report by radio, shaded items should be included,

A - AIRCRAFT IDENTIFICATION

B - TYPE OF INCIDENT

AIRPROX / OBSTRUCTION ON RUNWAY / RUNWAY INCURSION/ PROCEDURE/ FACILITY.*

C - THE INCIDENT

1. General

- a) Date / time of incident UTC
- b) Position

2. Own aircraft

- a) Heading and route
- b) True airspeed _____ measured in () kt _____ () km/h
- c) Level and altimeter setting
- d) Aircraft climbing or descending
 Level flight Climbing Descending
- e) Aircraft bank angle
 Wings level Slight bank Moderate bank
 Steep bank Inverted Unknown
- f) Aircraft direction of bank
 Left Right Unknown
- g) Restrictions to visibility (select as many as required)
 Sun glare Windscreen pillar Dirty windscreen
 Other cockpit structure None
- h) Use of aircraft lighting (select as many as required)
 Navigation lights Strobe lights Cabin lights
 Red anti-collision lights Landing / taxi lights Logo (tail fin) lights
 Other None
- i) Traffic avoidance advice issued by ATS
 Yes, based on radar Yes, based on visual sighting Yes, based on other information
 No
- j) Traffic information issued by ATS
 Yes, based on radar Yes, based on visual sighting Yes, based on other information
 No
- k) Airborne collision avoidance system - ACAS
 Not carried Type Traffic advisory issued
 Resolution advisory issued Traffic advisory or resolution advisory not issued

* Delete as appropriate

l) Radar identification	<input type="checkbox"/> No radar available	<input type="checkbox"/> Radar identification	<input type="checkbox"/> No radar identification
m) Other aircraft sighted	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Wrong aircraft sighted
n) Avoiding action taken	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
o) Type of flight plan	IFR / VFR / none*		
3. Other aircraft			
a) Type and call sign / registration (if known)			
b) If a) above is not known, describe below			
	<input type="checkbox"/> High wing	<input type="checkbox"/> Mid wing	<input type="checkbox"/> Low wing
	<input type="checkbox"/> Rotorcraft		
	<input type="checkbox"/> 1 engine	<input type="checkbox"/> 2 engines	<input type="checkbox"/> 3 engines
	<input type="checkbox"/> 4 engines	<input type="checkbox"/> More than 4 engines	
Marking, colour or other available details			
c) Aircraft climbing or descending			
	<input type="checkbox"/> Level flight	<input type="checkbox"/> Climbing	<input type="checkbox"/> Descending
	<input type="checkbox"/> Unknown		
d) Aircraft bank angle			
	<input type="checkbox"/> Wings level	<input type="checkbox"/> Slight bank	<input type="checkbox"/> Moderate bank
	<input type="checkbox"/> Steep bank	<input type="checkbox"/> Inverted	<input type="checkbox"/> Unknown
e) Aircraft direction of bank			
	<input type="checkbox"/> Left	<input type="checkbox"/> Right	<input type="checkbox"/> Unknown
f) Lights displayed			
	<input type="checkbox"/> Navigation lights	<input type="checkbox"/> Strobe lights	<input type="checkbox"/> Cabin lights
	<input type="checkbox"/> Red anti-collision lights	<input type="checkbox"/> Landing / taxi lights	<input type="checkbox"/> Logo (tail fin) lights
	<input type="checkbox"/> Other	<input type="checkbox"/> None	
g) Traffic avoidance advice issued by ATS			
	<input type="checkbox"/> Yes, based on radar	<input type="checkbox"/> Yes, based on visual sighting	<input type="checkbox"/> Yes, based on other information
	<input type="checkbox"/> No	<input type="checkbox"/> Unknown	
h) Traffic information issued			
	<input type="checkbox"/> Yes, based on radar	<input type="checkbox"/> Yes, based on visual sighting	<input type="checkbox"/> Yes, based on other information
	<input type="checkbox"/> No	<input type="checkbox"/> Unknown	
i) Avoiding action taken			
	<input type="checkbox"/> Yes, based on radar	<input type="checkbox"/> No	<input type="checkbox"/> Unknown

4. Distance

- a) Closest horizontal distance
- b) Closest vertical distance

5. Flight weather conditions

- a) IMC /VMC*
- b) Above / below* clouds / fog / haze or between layers*
- c) Distance vertically from cloud _____ m / ft* below _____ m / ft* above
- d) In cloud / rain / snow / sleet / fog / haze*
- e) Flying into / out of* sun
- f) Flight visibility _____ m / km*

6. Any other information considered important by the pilot-in-command

D - MISCELLANEOUS

1. Information regarding reporting aircraft

- a) Aircraft registration _____
- b) Aircraft type _____
- c) Operator _____
- d) Aerodrome of departure _____
- e) Aerodrome of first landing _____ destination _____
- f) Reported by radio or other means to _____ (name of ATS unit) at time ____ UTC
- g) Date / time / place of completion of form _____

2. Function, address and signature of person submitting report

-) Function _____
-) Address _____
-) Signature _____
-) Telephone number _____

3. Function and signature of person receiving report

- a) Function _____
- b) Signature _____

* Delete as appropriate

E - SUPPLEMENTARY INFORMATION BY ATS UNIT CONCERNED

1. Receipt of report

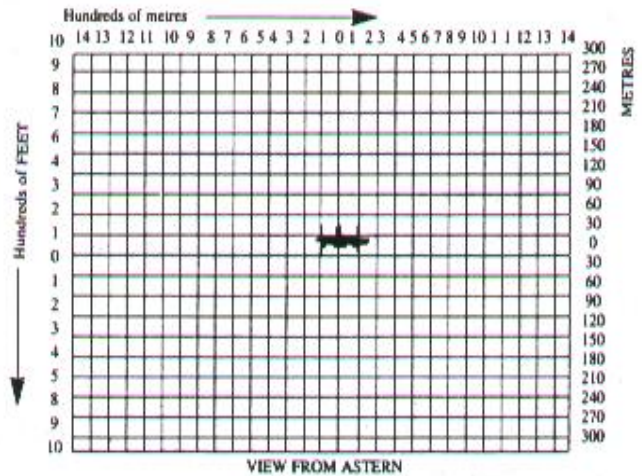
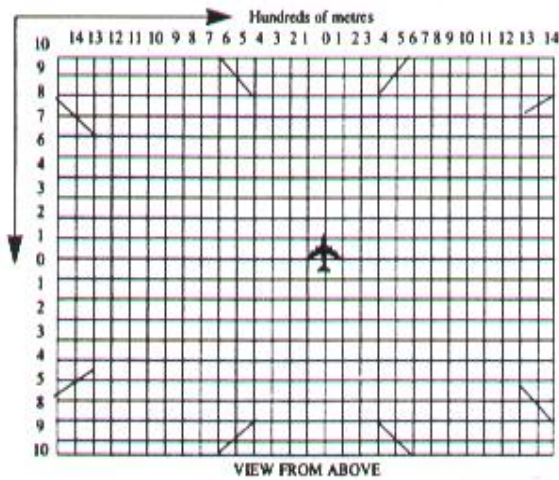
- a) Report received via AFTN / radio / telephone / other (specify)* _____
- b) Report received by _____ (name of ATS unit)

2. Details of ATS action

Clearance, incident seen (radar/visually, warning given, result of local enquiry, etc.)

DIAGRAMS OF AIRPROX

Mark passage of other aircraft relative to you, in plan on the left and in elevation on the right, assuming YOU are at the centre of each diagram. Include first sighting and passing distance.



* Delete as appropriate