

ENR 1.14 AIR TRAFFIC INCIDENTS

1. The Air Traffic Incident

1.1. “Air Traffic Incident” is used to mean a serious occurrence involving air traffic, such as:

- a) aircraft proximity,
- b) serious difficulty caused by,
 - i. faulty procedures or violation of applicable procedures,
 - ii. failure of ground facilities,

1.2. Air Traffic Incidents are designated and identified in reports as follows.

TYPE	DESIGNATION
As (a) above	Airprox
As (b) (i) above	Procedure
As (b) (ii) above	Facility

2. Use of the “Air Traffic Incident Report form”

2.1. The “Air traffic Incident Report Form” is intended for intended for use.

- 2.1.1. by a pilot for filing a report on an air traffic incident after arrival or to confirm a report made initially by radio during flight: Note: The form, if available on board, may also be of use in providing a pattern for making the initial report in flight:
- 2.1.2. By an ATS unit for recording an air traffic incident report received by radio, telephone, fax, or teleprinter.

3. Reporting of Air Traffic Incidents by Pilots.

- 3.1. A pilot should proceed as follows regarding an incident in which he/she is or has been involved:
 - 3.1.1. during flight, use the appropriate air/ground frequency for reporting an incidents of major significance, particularly if it involves other aircraft, so as to permit the facts to be ascertained immediately;
 - 3.1.2. as promptly as possible after landing submit a completed “Air Traffic Incident Report Form”:
 - 3.1.2.1. for confirming a report of an incident made initially as in (a) above, or for making the initial report on such an incident if has not been possible to report it by radio;
 - 3.1.2.2. for reporting an incident which did not require immediate notification at the time of occurrence.
- 3.2. An initial report made by radio should contain the following information;
 - A Identification of own aircraft
 - B Type of incident
 - C Brief information on the incident as follows
 - 1 Time of incident (UTC), position
 - 2 a Heading and route
 - b True airspeed (TAS)

- c Level and altimeter setting
- d Level flight/climbing/descending
- n Avoiding action taken/not taken
- 3 Information on the other aircraft (when relevant)
 - a Type, and call sign/registration (if known)
 - b Brief description, high, mid or low-wing, rotorcraft, number of engines, markings, colour, other details.
 - c Level flight/climbing/descending
 - i Avoiding action taken/not taken
- 4 Closest distance between aircraft (when relevant)
 - a Horizontally
 - b Vertically
- D 1 e Aerodrome of first landing and destination

3.3. The confirmatory report on an incident of major significance initially reported by radio or the initial report on any other incident should be submitted to the ATS Reporting Office of the aerodrome of first landing on the "Air Traffic Incident Report Form". The pilot should complete Sections A through D of the form, supplementing the details of the initial reports as necessary. Whenever applicable, the Airprox diagram on the last page of the form should be completed. Note: - Where there is no ATS Reporting Office, the report may be submitted to another ATS unit.

4. Handling of Air Traffic Incident Report Form

4.1. The purpose of the form is to provide investigatory authorities with as complete information on an air traffic incident as possible and to enable them to report back with the least possible delay to the pilot or operator concerned the result of the investigation of the incident and, if appropriate, the remedial action taken.

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/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) Restriction 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		
() Yes, based on radar	() Yes, based on visual sighting	() Yes, based on other information

k) Airborne collision avoidance system – ACAS		
<input type="checkbox"/> Not carried	<input type="checkbox"/> Type	<input type="checkbox"/> Traffic advisory issued
<input type="checkbox"/> Resolution advisory issued	<input type="checkbox"/> Traffic advisory or resolution advisory not issued	
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		
<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 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	<input type="checkbox"/> Unknown
* Delete as appropriate		

g) Traffic avoidance advice issued by ATS		
<input type="checkbox"/> Yes, based on radar <input type="checkbox"/> No	<input type="checkbox"/> Yes based on visual sighting	<input type="checkbox"/> Yes, based on other information
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
i) Avoiding action		
<input type="checkbox"/> Yes	<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	_____	
* Delete as appropriate		

e) Aerodrome of first landing _____ destination _____

f) Reported by 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

a) Function _____

b) Address _____

c) Signature _____

d) Telephone Number _____

3 Function and signature of person receiving report

a) Function _____ b) Signature _____

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.

