ENR 1.14 AIR TRAFFIC INCIDENT

1. Definition of air traffic incidents

1.1 "Air traffic incident" is used to mean a serious occurrence related to the provision of air traffic services, such as:

a) Aircraft proximity (AIRPROX);

b) Serious difficulty resulting in a hazard to aircraft caused, for example, by:

1) Faulty procedures;

2) Non-compliance with procedures; or

3) Failure of ground facilities.

1.1.1 Definitions for aircraft proximity and AIRPROX.

Aircraft proximity. A situation in which, in the opinion of the pilot or the air traffic services personnel, the distance between aircraft, as well as their relative positions and speed, has been such that the safety of the aircraft involved may have been compromised. Aircraft proximity is classified as follows:

Risk of collision: The risk classification of aircraft proximity in which serious risk of collision has existed.

Safety not assured: The risk classification of aircraft proximity in which the safety of the aircraft may have been compromised.

No risk of collision: The risk classification of aircraft proximity in which no risk of collision has existed.

Risk not determined: The risk classification of aircraft proximity in which insufficient information was available to determine the risk involved, or inconclusive or conflicting evidence precluded such determination.

AIRPROX. The code word used in an air traffic incident report to designate aircraft proximity.

1.2 Air traffic incidents are designated and identified in reports as follows:

Type	*Designation*
Air traffic incident	Incident
as a) above	AIRPROX (Aircraft proximity)
as b) 1) and 2) above	Procedure
as b) 3) above	Facility

2. Use of the Air Traffic Incident Report Form (See model on pages ENR 1.14-3 to 1.14-6)

The Air Traffic Incident Report Form is intended for use:

a) By a pilot for filing a report on an air traffic incident after arrival or for confirming 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.

b) By an ATS unit for recording an air traffic incident report received by radio, telephone or teleprinter.

Note: The form may be used as the format for the text of a message to be transmitted over the AFS network.

3. Reporting procedures (including in-flight procedures)

3.1 The following are the procedures to be followed by a pilot who is or has been involved in an incident:

a) During flight, use the appropriate air/ground frequency for reporting an incident of major significance, particularly if it involves other aircraft so as to permit the facts to be ascertained immediately;

b) As promptly as possible after landing, submit a completed Air Traffic Incident Report Form

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 it had not been possible to report it by radio;

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) Aircraft identification;

b) Type of incident, e.g. aircraft proximity;

c) The incident; 1.a) and b); 2.a), b), c), d), n); 3.a) ,b) ,c) ,i); 4.a), b);

d) Miscellaneous: 1.e).

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 Investigating officer, DoAT at Paro Airport for submission to the Director General, BCAA, Paro. The pilot should complete the Air Traffic Incident Report Form, supplementing the details of the initial reports as necessary.

4. Purpose of reporting and handling of the form

4.1 The purpose of the reporting of aircraft proximity incidents and their investigation is to promote the safety of aircraft. The degree of risk involved in an aircraft proximity incident should be determined in the incident investigation and classified as “risk of collision”, “safety not assured”, “no risk of collision” or “risk not determined”.

4.2 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.

DEPARTMENT OF AIR TRANSPORT
ROYAL GOVERNMENT OF BHUTAN
AIR TRAFFIC INCIDENT REPORT FORM

For use when submitting and receiving reports on air traffic incidents. In an initial reported by radio, bolded 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 air speed_____**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)
( ) Singular ( ) 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 inf.
( ) No
j) Traffic information issued
( ) Yes, based on radar ( ) Yes, based on visual sighting ( ) Yes, based on other inf.
k) Airborne collision avoidance system – ACAS
( ) Not carried ( ) Type ( ) Traffic advisory issued
( ) Resolution advisory issued ( ) Traffic advisory or resolution not issued
l) Radar identification
( ) No radar available ( ) Radar identification ( ) No radar identification
( ) No
m) Other aircraft sighted
( ) Yes ( ) No ( ) Wrong aircraft sighted
n) Avoidance action taken
( ) Yes **( ) 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
( ) High wing **( ) mid wing** **( ) Low wing**
( ) Rotorcraft
( ) 1 engine **( ) 2 engine** **( ) 3 engine**
( ) 4 engine **( ) More then 4 engine**

Marking, colour or other available details

_____

_____

_____

_____

c) Aircraft climbing or descending

( ) Level flight **( ) Climbing** **( ) Descending**

( ) Unknown

d) Aircraft bank angle

( ) Wings level ( ) Slight bank ( ) Moderate bank

( ) Steep bank ( ) Inverted ( ) Unknown

e) Aircraft direction of bank

( ) Left ( ) Right ( ) Unknown

f) lighting displayed

( ) Navigation lights ( ) Strobe lights ( ) Cabin Lights

( ) Red anti-collision lights ( ) Landing / taxi lights ( ) Logo (tail fin) lights

( ) Other ( ) None ( ) Unknown

g) Traffic avoidance advice issued by ATS

( ) Yes, based on radar ( ) Yes, based on visual sighting ( ) Yes, based on other inf.

( ) No ( ) Unknown

h) Traffic information issued

( ) Yes, based on radar ( ) Yes, based on visual sighting ( ) Yes, based on other inf.

( ) No ( ) Unknown

i) Avoidance action taken

( ) Yes **( ) No** **( ) Unknown**

4. Distance

a) Closest horizontal distance_____

b) Closest vertical distance_____

5. Flight weather condition

a) IMC /VMC

b) Above / below* / cloud / 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 resignation_____

b) Aircraft type _____

c) Operator _____

d) Aerodrome of departure _____

e) Aerodrome of first landing_____**destination**_____

f) Reported by radio 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. ails of ATS action

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

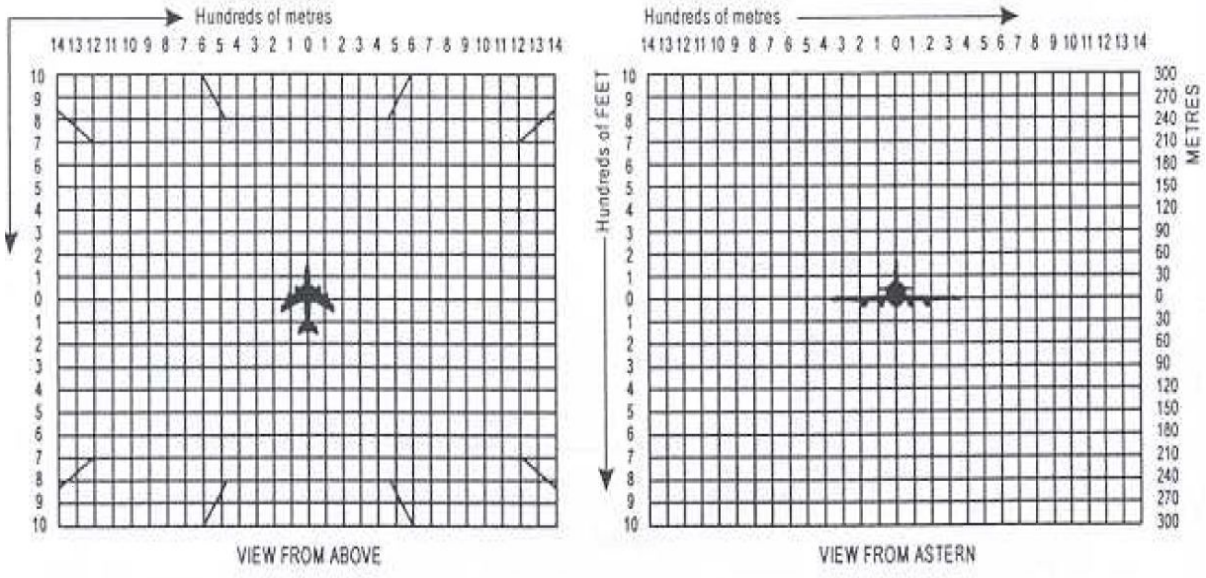
_____

_____

_____

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 centre of each diagram. Include first signing and passing distance.



*Delete as appropriate

Instruction for the completion of the Air Traffic Incident Report Form

Item

A	Aircraft identification of the aircraft filing the report.
B	An AIRPROX report should be filed immediately by radio.
C1	Date/time UTC and position in bearing and distance from a navigation aid or in LAT/LONG
C2	Information regarding aircraft filing the report, tick as necessary.
C2 c)	E.g. FL 350/ 10 13 hPa or 2 500 ft/QNH 1 007 hpa or 1 200 ft/QFE 998 hPa
C3	Information regarding the other aircraft involved.
C4	Passing distance - state unit used.

C6	Attach additional papers as required. The diagrams may be used to show aircraft's positions.
D1 f)	State name of ATS unit and distance/time in UTC
D1 g)	Date and time in UTC
E2	Include details of ATS unit such as service provided, radiotelephony frequency, SSR Codes assigned and altimeter setting. Use diagram to show the aircraft's position and attach additional papers as required.