ENR 1.14 AIR TRAFFIC INCIDENTS

1. Definition of Air Traffic Incidents

An "Air Traffic Incident" is 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:

i) faulty procedures
ii) non-compliance with procedures, or
iii) failure of ground facilities.

1.1. *Definitions for aircraft proximity (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 air traffic incident report to designate aircraft proximity.

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) i) and ii) above	Procedure
as b) iii) above	Facility

2. **Use Of The Air Traffic Incident Report Form**

(See model on pages ENR 1.14-4 to 1.14-8)

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 DGCA or to the ATS Reporting Office of the aerodrome of first landing for submission to the DGCA. The pilot should complete the Air Traffic Incident Report Form, supplementing the details of the initial reports as necessary.

Note.— Where there is no ATS Reporting Office, the report may be submitted to the nearest ATS unit.

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.

ICAO MODEL AIR TRAFFIC INCIDENT REPORT FORM

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 INDENTIFICATION

B) TYPE OF INCIDENT

AIRPROX / PROCEDURE / FACILITY*

C) THE INCIDENT

1. General
   a) Date/time of incident _____UTC
   b) Position _____
2. Own aircraft
   1. Heading and route _____
   2. True airspeed _____measured in ( ) Kt_ Kt/h _____
   3. Level and altimeter setting _____
   4. Aircraft climbing or descending
      ( ) Climbing ( ) Descending
   5. Aircraft bank angle
      ( ) Wings level ( ) Slight bank ( ) Moderate bank
      ( ) Steeps bank ( ) Inverted ( ) Unknown
   6. Aircraft direction of bank
      ( ) Left ( ) Right ( ) Unknown
   7. Restrictions to visibility (Select as many as required)
      ( ) Sunglare ( ) Windscreen pillar ( ) Dirty windscreen
      ( ) Other cockpit structures ( ) None
   8. Use of aircraft lighting (select as many as required)
      ( ) Navigation lights ( ) Strobe lights ( ) Cabin lights
      ( ) Red anti-collision lights ( ) Landing/taxi lights ( ) Loga (tail fin) light
      ( ) Other ( ) None
   9. Traffic avoidance advice issued by ATS
      ( ) Yes, based on radar ( ) Yes, based on visual ( ) Yes, based on other
      ( ) No ( ) Sighting information
   10. Traffic information issued
      ( ) Yes, based on radar ( ) Yes, based on visual ( ) Yes, based on other
      ( ) No ( ) sighting information
   11. Airbone collision avoidance system – ACA
      ( ) Not carried ( ) Type
      ( ) Resolution advisory issued ( ) Traffic advisory or resolution advisory not issued

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* Delete as appropriate

12. Radar identification
( ) No radar available ( ) Radar identification ( ) No radar identification

13. Other aircraft sighted
( ) Yes ( ) No ( ) Wrong aircraft sighted

14. Avoiding action taken
( ) Yes ( ) No

15. Type of flight plan IFR /VFR / none

3. Other aircraft

a) Type and call sign / registration (it known)_____

b) If a) above not known, described below
( ) High wing ( ) Mid wing ( ) Low wing
( ) Rotocraft ( ) 1 engine ( ) 2 engines
( ) 3 engines ( ) 4 engines ( ) More than 4 engines
Marking color 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) Lights 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 ( ) Yes, based on other
( ) No sighting information ( ) Unknown

h) Traffic information issued
( ) Yes, based on radar ( ) Yes, based on visual ( ) Yes, based on other
( ) No sighting information ( ) Unknown

i) Avoiding action taken
( ) Yes ( ) No ( ) 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 / 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 _____ destination _____
   f) Reported by radio or other means to _____ (name of ATS unit) at time ____UTC
   g) Date / time / place of completion of from _____
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)

_____

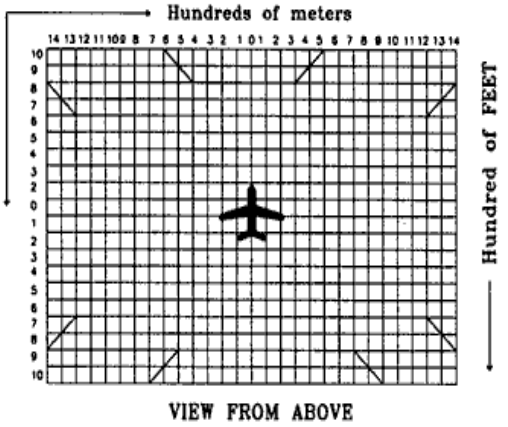
_____

_____

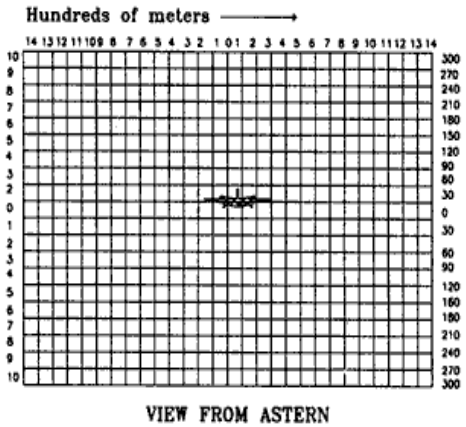
_____

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 diagrame. 'Include first sighting and passing distance.



VIEW FROM ABOVE



VIEW FROM ASTERN

Instructions 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 350/1 013 hPa or 2500 ft/QNH 1007 hPa or 1200 ft / QFE 998 hPa
C3	Information regarding the other aircraft involved.
C4	Passing distance - state units used.
C6	Attached additional papers as required. The diagrams may be used to show aircraft's Positions .
D1 f)	State name of ATS unit and date / 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.