

ENR 1.14 Air Traffic Incidents

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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.
- c) damages due to birdstrikes.

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:

AIRPROX Classification

Classification	Description
A — Risk of Collision	A serious risk of collision existed
B — Safety Not Assured	Safety may have been compromised, but a serious risk of collision did not necessarily exist
C — No Risk of Collision	No risk of collision existed
D — Risk Not Determined	Insufficient or inconclusive information to determine the level of risk

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
as c) above	Birdstrike Collision

2. USE OF THE AIR TRAFFIC INCIDENT REPORT FORM

The Air Traffic Incident Report Form (see model on pages ENR 1.14-2 to 1.14-5) 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, 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.

c) The birdstrike report form supplied by the airport authority is to be completed after landing.

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:

Postal Address:

General Authority of Civil Aviation

P. O. Box

Damascus ACC

Telephone:

Telefax

Email:

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 Flight Information Service, the report may be submitted to another 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", 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.

5. AIR TRAFFIC INCIDENT REPORT

FORM ICAO.

6. DIAGRAMS OF AIRPROX

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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., FL350 / 1013 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	Attach 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 the ATS unit, such as service provided, radiotelephony frequency, SSR Codes assigned, and altimeter setting. Use a diagram to show the aircraft's position and attach additional papers as required