

# THE LAW PROTECTS YOU!

**When reporting an occurrence, you and any person mentioned in your report are protected from adverse consequences that may come from your report.**

- ◆ Your identity and the identity of anyone mentioned in your report will be protected.
- ◆ Your report will not be disclosed unless necessary for safety.
- ◆ Your report will not be used, inside and outside your organization, to blame you or any person mentioned in it.
- ◆ Exceptions are willful misconduct and unacceptable behavior.
- ◆ In Accordance with Aircraft Accident Investigation Authority Act

## AAIA Act Section 13—Voluntary Reporting

(1) The Authority shall encourage and facilitate voluntary reporting based on the same criteria across the whole spectrum of civil aviation operations.

(2) The Authority's organization and procedures for processing and recording reports shall not substantially differentiate from voluntary and mandatory reports.

(3) For the purposes of this section, a "voluntary occurrence report" is that report made by a person or organization who is not required to report in accordance with the requirements of this section.

(4) The occurrences reported and trends developed shall be retained in a limited format which removes information and data which is likely to identify the person reporting.

(5) The confidentiality of a voluntary report shall be protected by the Authority and information disclosed in these reports shall be inadmissible for any future proceedings relating to the person reporting.

(6) No servant or agent or employee shall suffer any detriment, loss of employment, loss of hope of advancement or other penalty by virtue of having made a voluntary occurrence report in respect of any matter reasonably believed by him to be a safety concern.

## AAIA Act Section 15. Assurance against prosecution

(a) The Authority shall not institute proceedings in respect of unpremeditated or inadvertent breaches of the law which come to its attention only because they have been reported under the voluntary provisions of this Subpart, except in cases involving dereliction of duty amounting to gross negligence.

### Contact us at:

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For more information see our website at [www.baaid.org](http://www.baaid.org)

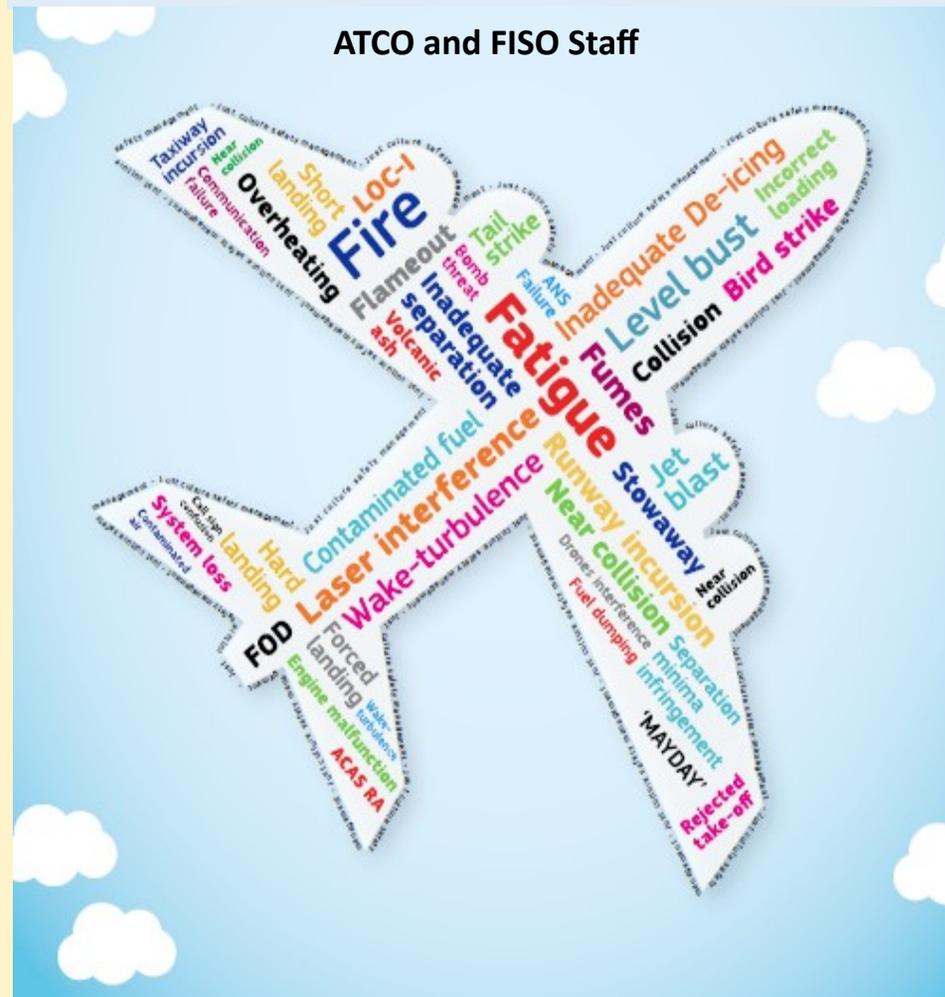
The information contained in this document is for information only and not intended to replace the applicable requirements of the Aircraft Accident Investigation Authority Act Sections 13, 14 and 15—Voluntary Occurrence Reporting.



# Safety Occurrence?

## Report it to your organization

### ATCO and FISO Staff



## Reporting makes our industry safer.

# ATCO and FISO are mandated to report the following occurrences

## AIRCRAFT RELATED OCCURRENCES

1. A collision or a near collision on the ground or in the air, between an aircraft and another aircraft, terrain or obstacle, including near-controlled flight into terrain (near CFIT).
2. Separation minima infringement.
3. Inadequate separation.
4. ACAS RAs.
5. Wildlife strike including bird strike.
6. Taxiway or runway excursion.
7. Actual or potential taxiway or runway incursion.
8. Final Approach and Takeoff area (FATO incursion).
9. Aircraft deviation from ATC clearance.
10. Aircraft deviation from applicable ATM regulation:
  - a. Aircraft deviation from applicable published ATM procedures;
  - b. Airspace infringement including unauthorized penetration of airspace;
  - c. Deviation from aircraft ATM-related equipment carriage and operations, as mandated by applicable regulations.
11. Call sign confusion related occurrences.

## DEGRADATION OR TOTAL LOSS OF SERVICES OR FUNCTIONS

1. Inability to provide ATM services or to execute ATM functions:
  - a. Inability to provide air traffic services or to execute air traffic services functions;
  - b. Inability to provide airspace management services or to execute airspace management functions;
  - c. Inability to provide air traffic flow management and capacity services or to execute air traffic flow management and capacity functions.
2. Missing or significantly incorrect, corrupted, inadequate or misleading information from any support service, including relating to poor runway surface conditions.
3. Failure of Communication service.
4. Failure of Surveillance service.
5. Failure of Data Processing and Distribution function or service.
6. Failure of Navigation service.

For more information visit our website at [www.baaid.org](http://www.baaid.org) or email us at [aaid.mota@gmail.com](mailto:aaid.mota@gmail.com)

7. Failure of ATM system security which had or could have a direct negative impact on the safe provision of service.
8. Significant ATS sector / position overload leading to a potential deterioration in service provision.
9. Incorrect receipt or interpretation of significant communications, including lack of understanding of the language used, when this had or could have a direct negative impact on the safe provision of service.
10. Prolonged loss of communication with an aircraft or with other ATS unit.

## OTHER OCCURRENCES

1. Declaration of an emergency ('MAYDAY' or 'PAN' call).
2. Significant external interference with Air Navigation Services (for example Radio Broadcasts Stations transmitting in the FM band, interfering with ILS, VOR and communication).
3. Interference with an aircraft, an ATS unit or a radio communication transmission including by firearms, fireworks, flying kites, laser illumination, high powered lights lasers, Remotely Piloted Aircraft Systems, model aircraft or by similar means.
4. Fuel dumping.
5. Bomb threat or hijack.
6. Fatigue impacting or potentially impacting the ability to perform safely the air navigation or air traffic duties.
7. Any occurrence where the human performance has directly contributed to or could have contributed to an accident or a serious incident.

**Always report any other occurrences that you consider safety relevant**