

If report is **CONFIDENTIAL** - mark clearly at the top and provide contact address/Tel No. Your wish will be respected.

## OCCURRENCE REPORT

AIRCRAFT TYPE & SERIES	REGISTRATION	OPERATOR	DATE	LOCATION/POSITION/RW	TIME UTC	DAY NIGHT TWILIGHT
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## FLIGHT CREW REPORT

FLIGHT NR	ROUTE FROM	ROUTE TO	FL/ALT/HT (FT)	IAS (KTS)	ETOPS	
					YES	NO

NATURE OF FLIGHT	PAX	FREIGHT	POSITIONING	FERRY	TEST	TRAINING	BUSINESS	AGRICULTURAL	SURVEY	PLEASURE	CLUB/GROUP	PRIVATE	PARACHUTING	TOWING
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FLIGHT PHASE	PARKED	TAXYING	TAKE-OFF	INIT CLIMB	CLIMB	CRUISE	DESCENT	HOLDING	APPROACH	LANDING	CIRCUIT	AEROBATICS	HOVER
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## ENVIRONMENT DETAILS

WIND		CLOUD			PRECIPITATION																
DIRN	SPEED (KTS)	TYPE	HT (FT)	8TH	RAIN	SNOW	SLEET	HAIL	VISIBILITY	ICING			TURBULENCE			OAT(°C)	DRY	WET	ICE	SNOW	SLUSH
					LIGHT	MOD	HEAVY		KM/M	LIGHT	MOD	SEVERE	LIGHT	MOD	SEVERE		CATEGORY	I	II	III	

**BRIEF TITLE**

**DESCRIPTION OF OCCURRENCE**

*Continue on page 2 as necessary*

Any procedures, manuals, pubs (e.g. AIC, AD, SB etc.) directly relevant to occurrence and (when appropriate) compliance state of aircraft, equipment or documentation

## GROUND STAFF REPORT

A/C CONSTRUCTORS NR	ENGINE TYPE/SERIES	ETOPS APPROVED		GROUND PHASE	AIRCRAFT BELOW 5700KG ONLY - MAINTENANCE ORGANISATION	
		YES	NO			
						MAINTENANCE
						GROUND HANDLING
				UNATTENDED	TEL NO.	

COMPONENT/PART	MANUFACTURER	PART NR	SERIAL NR	MANUAL REF	COMPONENT OH/REPAIR ORGANISATION
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**DESCRIPTION OF OCCURRENCE CONTINUED**

ORGANISATION	NAME	POSITION	SIGNATURE	DATE
If report is voluntary (i.e., not subject to mandatory requirements) can the information be published in the interests of safety?	YES	ADDRESS & TEL NO (IF REPORTER WISHES TO BE CONTACTED PRIVATELY)	NOTE 1: If additional information, as below, is available please provide. NOTE 2: If the occurrence is related to a design or manufacturing deficiency, the manufacturer should also be advised promptly.	
	NO			

**REPORTING ORGANISATION - REPORT**

ORGANISATION COMMENTS - ASSESSMENT/ACTION TAKEN/SUGGESTIONS TO PREVENT

UTILISATION - AIRCRAFT				UTILISATION - ENGINE/COMPONENT				MANUFACTURER ADVISED			
	TOTAL	SINCE OH/REPAIR	SINCE INSPECTION		TOTAL	SINCE OH/REPAIR	SINCE INSPECTION	YES	NO		
HOURS CYCLES LANDINGS				HOURS CYCLES LANDINGS							
ORGANISATION	TEL/FAX				REPORTERS REF		REPORTERS INVESTIGATION		FDR RECORD RETAINED		
					NEW	SUPPL	NIL	CLOSED	OPEN	YES	NO
NAME	POSITION			SIGNATURE			DATE				