

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.