

Civil Aviation Administration - Denmark

Regulations for Civil Aviation



BL 8-10

Regulations on mandatory reporting of flight safety occurrences

Edition 1, 10 July 2001

In pursuance of § 89 b and subsection (10) of § 149, of the Danish Air Navigation Act, cf. Consolidation Act no. 543 of 13 June 2001, the Civil Aviation Administration - Denmark hereby stipulates as follows on the authority of the Ministry of Transport, cf. Order no. 810 of 19 November 1998 of on delegation of authorities to the Civil Aviation Administration - Denmark and on publication of the Regulations issued by the Administration:

1. Reference documents

1.1 BL 2-1, Authorisation of organisations to manufacture and maintain aircraft or aircraft equipment, latest edition.

1.2 BL 2-4, Regulations on JAR-145 authorisation, latest edition.

1.3 BL 3-18, Regulations on establishment of aerodrome management at approved aerodromes etc., latest edition.

1.4 BL 5-40, Order on the duty to report aircraft accidents and incidents, latest edition.

1.5 BL 5-50, Regulations on approval of air operators to carry out commercial air traffic in accordance with JAR-OPS 1 and/or JAR-OPS 3, latest edition.

1.6 BL 6-09, Regulations on implementation of JAR-FCL (pilot licences, aeroplane and helicopter), latest edition.

1.7 BL 7-8, Regulations on operations of air traffic service units, latest edition.

1.8 The documents mentioned in paragraphs 1.1-1.7 can be bought on application to

Civil Aviation Administration - Denmark
Aeronautical Information Service
Ellebjergvej 50
DK-2450 Copenhagen SV

Phone: +45 3618 6000
Fax: +45 3618 6001

2. Definitions

Flight safety occurrence (occurrence):

Any operational interruption, defect, fault or other irregular circumstance that has or may have influenced flight safety, that has not resulted in an aircraft accident or aircraft incident, cf. § 135 of the Danish Air Navigation Act and BL 5-40.

Note: The circumstances mentioned in Appendices 5-9 are covered by the definition.

Urgent Flight Safety Report - UFSR:

A short report to the Civil Aviation Administration - Denmark via telex, fax or e-mail of an occurrence of substantial importance to flight safety, including of fleet, type or system related importance.

3. Applicability

3.1 This BL lays down regulations on reporting of occurrences to the Civil Aviation Administration - Denmark.

3.2 This BL applies to

- a. air traffic with Danish helicopters and engine-driven aeroplanes, except from motor gliders,
- b. establishments/organisations whose principal place of business is situated within Danish territory, and
- c. exercise of air traffic service within Danish territory and within territories in which Denmark according to international agreements is committed to exercise air traffic service.

3.2.1 An engine-driven aeroplane and a helicopter is considered to be Danish when registered in Denmark or operated in accordance with a Danish operating permit, cf. subsection (2) of § 4 of the Danish Air Navigation Act.

4. General

4.1 The occurrences stated in Appendices 5-9 to this BL shall be reported to the Civil Aviation Administration - Denmark, Flight Safety Analysis.

Note: The personnel of the Civil Aviation Administration - Denmark and any experts shall be under the obligation, under § 152 and § 152 a-e of the Danish Criminal Code, to keep secret the reported information, cf. subsection (2) of § 89 b of the Danish Air Navigation Act.

4.2 The duty to report lies with the persons and establishments/organisations mentioned in Parts 5-8.

4.3 Reporting shall be made not later than 72 hours after the occurrence having been found and shall be made on the form that is relevant for the occurrence in question, cf. paragraphs 5.4, 6.5, 7.2 and 8.3.

4.4 The Civil Aviation Administration - Denmark may at any time request supplementary information about a reported occurrence.

4.5 Establishments/organisations that are under the obligation to report, cf. paragraphs 5.2, 6.1, 6.2, 6.3, 7.1 and 8.2, shall

- a. appoint a person or a unit in the establishment/organisation who may be contacted by the Civil Aviation Administration - Denmark regarding reporting, and
- b. describe the reporting system in the quality assurance/operational manual of the establishment/organisation, including a description of an unambiguous numbering system with revision possibility which can be approved by the Civil Aviation Administration - Denmark.

4.5.1 If the establishment/organisation that is under the obligation to report occurrences, in pursuance of its approval is under the obligation to investigate and clear up an occurrence, it shall submit a statement to the Civil Aviation Administration - Denmark about the investigation/clearing up when it is completed.

5. Operational reporting

5.1 The pilot-in-command shall report the occurrences regarding operational circumstances that are mentioned in Appendix 5 to this BL.

5.1.1 For private flights, except from business flights and flights with turbine-powered aircraft, reporting shall only be made for the occurrences mentioned in Appendix 6. Reporting shall be made on *Flight Safety Report, PRIVATFLYVNING*, included as Appendix 1 A to this BL.

Note: At the time of this BL's implementation date, cf. Part 11, it is not provided for in Appendix 6 which occurrences shall be reported in connection with flights covered by paragraph 5.1.1. Thus, until such a provision

is made - by amendment to this BL - there is no requirement of reporting for such flights.

5.2 For airlines which according to JAR-OPS 1 or JAR-OPS 3, cf. BL 5-50 shall have a reporting system, the duty to report according to paragraph 5.1 also lies with the air operator. The pilot-in-command's report, cf. paragraph 5.1, shall in these cases be made to the airline. The airline's Nominated Post-holder Operations is responsible for having the report sent on to the Civil Aviation Administration - Denmark.

Note: This report meets the requirements to reporting described in JAR-OPS 1.420(a)(1) and JAR-OPS 3.420(a)(1) with the exception of aircraft accidents and aircraft incidents, cf. BL 5-40.

5.3 For school flying carried out in accordance with BL 6-09 (JAR-FCL) the duty to report according to paragraph 5.1 also lies with the training organisation in question. The pilot-in-command's report shall be made to the training organisation. The training organisation's Head of Training/person signing for a Registered Facility) is responsible for having the report sent on to the Civil Aviation Administration - Denmark.

5.4 Reporting shall be made on the form *Flight Safety Report* included as Appendix 1 to this BL, or on another form with equivalent information.

5.4.1 The reporting shall furthermore be made as UFSR immediately after the occurrence has been found if it is an occurrence of substantial importance to flight safety.

5.5 The report shall be registered in the aircraft log.

6. Technical reporting (repair and maintenance)

6.1 Airlines that according to JAR-OPS 1 or JAR-OPS 3, cf. BL 5-50, shall have a reporting system, shall report the occurrences stated in the sections on "Aircraft Maintenance and Repair" and "MEL" in Appendix 7 to this BL, unless the occurrence in question has been found by a maintenance organisation as

mentioned in paragraph 6.2. The reporting shall be made by the Nominated Postholder Maintenance.

6.2 Maintenance organisations that are JAR-145 authorised in accordance with BL 2-4 shall report the occurrences stated in the section on "Maintenance and Repair" in Appendix 7 to this BL, unless the occurrence in question has been found by an airline as mentioned in paragraph 6.1. The reporting shall be made by the Base Manager, Line Manager or Workshop Manager.

Note: This report meets the requirements to reporting described in JAR-145.60, Reporting of Unairworthy Conditions.

6.2.1 Occurrences as mentioned in paragraph 6.2 that are found by maintenance organisations which are JAR-145 authorised in other JAA Member States, shall be reported by the owner, user or operator of the aircraft.

6.3 Manufacturers approved in accordance with BL 2-1 shall report the occurrences stated in the section on "Manufacturing, BL 2-1" in Appendix 7 to this BL. The reporting shall be made by the technical manager.

6.4 The holder of a Danish supplemental type certificate shall report the occurrences stated in the section on "Manufacturing/Danish Supplemental Type Certificate" in Appendix 7 to this BL.

6.5 Reporting according to paragraphs 6.1 - 6.4 shall be made on the form *Technical Safety Report* included as Appendix 2 to this BL, or on another form with equivalent information.

7. Aerodromes, reporting

7.1 Public aerodromes and approved private aerodromes shall report the occurrences regarding aerodromes etc. stated in Appendix 8 to this BL. The reporting shall be made by the aerodrome manager, cf. BL 3-18.

Note: The requirement on reporting applies to both IMC and VMC aerodromes. However, for VMC aerodromes there is no requirement on establishment of a reporting system as part

of the quality assurance system, cf. BL 3-18, paragraph 6.1.1.

7.2 Reporting shall be made on the form *Airport Safety Report* included as Appendix 3 to this BL, or on another form with equivalent information.

8. Air Traffic Service, reporting

8.1 Air traffic controllers and AFIS, FIC and HIS operators shall report the occurrences regarding air traffic service mentioned in Appendix 9 to this BL if they are involved in the occurrence in question.

8.2 For air traffic service units having a reporting system which is approved in accordance with BL 7-8, the duty to report according to paragraph 8.1 also lies with the air traffic service unit. The air traffic controller's, AFIS, FIC and HIS operator's reports, cf. paragraph 8.1, shall be made to the air traffic service unit. The daily manager of the air traffic service unit is responsible for having the report sent on to the Civil Aviation Administration - Denmark.

8.3 Reporting shall be made on the form *Air Traffic Safety Report* included as Appendix 4 to this BL, or on another form with equivalent information.

9. Exemption

The Civil Aviation Administration - Denmark may in quite exceptional cases grant exemption from the regulations in this BL when it is deemed compatible with the considerations on which the regulations in question are based.

10. Punishment

10.1 Violation of the regulations in Parts 4 - 8 is punishable with fine.

10.2 Criminal liability may be imposed on companies etc. (legal persons) under the rules of Chapter 5 of the Danish Criminal Code, cf. subsection 14 of § 149 of the Danish Air Navigation Act.

Note: Any person who according to the regulations in this BL has reported an occurrence, cannot be punished for the occurrence in question for violation of § 42 of the Danish Air Navigation Act, regulations laid down in pursuance of §§ 31, 52, 54, 82 or 83 or regulations in EU Regulations in areas that are covered by the Danish Air Navigation Act, cf. § 149 a of the Danish Air Navigation Act.

11. Implementation

This BL comes into force on 15 August 2001.

Civil Aviation Administration, 10 July 2001

Ole Asmussen

/Sven E. Andresen

BL 8-10, Appendix 4

Air Traffic Safety Report

CAA
Denmark

Report no. _____

To be forwarded within 72 hours to:

Statens Luftfartsvæsen, Analysefunktion, Box 744,
Ellebjergrvej 50, DK-2450 Copenhagen SV

Phone: +45 36186218

Fax: +45 36186043

E-Mail: analyse@slv.dk

Homepage: www.slv.dk

1. ATM-related safety occurrence

- | | |
|---|--|
| ☐ Runway/Taxiway incursion | ☐ Deviation from ATC clearance |
| ☐ Taxiway excursion | ☐ Deviation from ATM regulation |
| ☐ Unauthorised penetration of airspace | ☐ Near controlled flight into terrain (Near CFIT) |
| ☐ Loss of separation | |

2. ATM-specific safety occurrence

- | | |
|--|---|
| ☐ Inability to provide ATM Service | ☐ Failure in navigation function |
| ☐ Failure in surveillance function | ☐ ATM system security |
| ☐ Failure in communication function | ☐ Failure in data processing and distribution function |
| ☐ Failure in support function | |

3. Involved

Number of A/C : _____ ☐ Vehicle(s) ☐ Person(s) ☐ Animal(s) ☐ Military aircraft ☐ Other

ATS unit(s): _____

4. Location of the occurrence:

Location: _____

Altitude: _____ Latitude: _____ Longitude: _____

5 Date and time of the occurrence:

Date: _____ Month: _____ Year: _____

Time (UTC): _____

6. Information on A/C(s) involved (if applicable):

Aircraft 1: Callsign: _____

Aircraft type: _____ Registration: _____

Departure place: _____ Destination: _____

SSR-Code: _____ Mode C: ☐ Yes ☐ No

Altitude, cleared: _____ Altitude, actual: _____

Flight rules: ☐ VFR ☐ IFR ☐ SVFR ☐ Day ☐ Night

Operator/owner: _____

Purpose of flight:

- | | |
|---|--|
| ☐ Commercial scheduled | ☐ Instruction |
| ☐ Commercial non-scheduled | ☐ Test / Ferry flight |
| ☐ Business / Executive | ☐ Private / Pleasure |
| ☐ Airtaxi | ☐ Air ambulance |
| ☐ Aerial work | ☐ Miscellaneous |

Type of operation: ☐ GAT ☐ OAT

Flight phase at time of occurrence

- | | | |
|--|---|----------------------------------|
| ☐ Towing | ☐ Climb | ☐ Circuit |
| ☐ Parked | ☐ Hover | ☐ Landing |
| ☐ Push back | ☐ Cruise | ☐ Taxi-in |
| ☐ Taxi-out | ☐ Descent | ☐ Parking |
| ☐ Take-off | ☐ Holding | |
| ☐ Initial Climb <1500 | ☐ Approach <1500 | |

Type of ATM service provided:

- | | | |
|--|---|---|
| ☐ ATS (radar) | ☐ ASM | ☐ ATFM |
| ☐ ATS (non-radar) | ☐ FIS / AFIS / HIS | ☐ Alerting service |

Airspace classification:

☐ A ☐ B ☐ C ☐ D ☐ E ☐ F ☐ G ☐ G+

Other airspace areas:

☐ Prohibited area ☐ Restricted area ☐ Danger area

Type of report filed by A/C (information source):

☐ Airprox ☐ ACAS ☐ Other: _____

Type of monitoring system alert:

- | | | |
|-------------------------------|-------------------------------|----------------------------------|
| ☐ STCA | ☐ MSAW | ☐ APW |
| ☐ GPWS | ☐ ACAS | ☐ A-SMGCS |

Aircraft 2: Callsign: _____

Aircraft type: _____ Registration: _____

Departure place: _____ Destination: _____

SSR-Code: _____ Mode C: ☐ Yes ☐ No

Altitude, cleared: _____ Altitude, actual: _____

Flight rules: ☐ VFR ☐ IFR ☐ SVFR ☐ Day ☐ Night

Operator/owner: _____

Purpose of flight:

- | | |
|---|--|
| ☐ Commercial scheduled | ☐ Instruction |
| ☐ Commercial non-scheduled | ☐ Test / Ferry flight |
| ☐ Business / Executive | ☐ Private / Pleasure |
| ☐ Airtaxi | ☐ Air ambulance |
| ☐ Aerial work | ☐ Miscellaneous |

Type of operation: ☐ GAT ☐ OAT

Flight phase at time of occurrence

- | | | |
|--|---|----------------------------------|
| ☐ Towing | ☐ Climb | ☐ Circuit |
| ☐ Parked | ☐ Hover | ☐ Landing |
| ☐ Push back | ☐ Cruise | ☐ Taxi-in |
| ☐ Taxi-out | ☐ Descent | ☐ Parking |
| ☐ Take-off | ☐ Holding | |
| ☐ Initial Climb <1500 | ☐ Approach <1500 | |

Type of ATM service provided:

- | | | |
|--|---|---|
| ☐ ATS (radar) | ☐ ASM | ☐ ATFM |
| ☐ ATS (non-radar) | ☐ FIS / AFIS / HIS | ☐ Alerting service |

Airspace classification:

☐ A ☐ B ☐ C ☐ D ☐ E ☐ F ☐ G ☐ G+

Other airspace areas:

☐ Prohibited area ☐ Restricted area ☐ Danger area

Type of report filed by A/C (information source):

☐ Airprox ☐ ACAS ☐ Other: _____

Type of monitoring system alert:

- | | | |
|-------------------------------|-------------------------------|----------------------------------|
| ☐ STCA | ☐ MSAW | ☐ APW |
| ☐ GPWS | ☐ ACAS | ☐ A-SMGCS |

continue over page ...

7. Description of event

8. Attachments

☐ Sketches ☐ Reports ☐ Photographs ☐ Others (specify) _____

9. Report type

- ☐ Notification of finding with complete investigation results (final)
☐ Initial finding notification only (follow-up report required)
☐ Follow-up report on earlier findings notification

Ref. No. _____ Date: _____

Submitter's details

10. Name (in capital letters)

11. Telephone

12. Date submitted

13. Submitter's signature

For CAA use only (do not write in this area)

CAA reference no.

Received Analysis Div.

date:

name:

CAA Journal no.

Action: ☐ TC ☐ TL ☐ TO ☐ LL ☐ LF ☐ _____ ☐ _____ ☐ _____Info: ☐ TC ☐ TL ☐ TO ☐ LL ☐ LF ☐ _____ ☐ _____ ☐ _____Further action required: ☐ Yes ☐ No by: _____

State severity classification according to GM1-ESARR2 classification matrix, Attachment A and B.

Severity classification of occurrence: _____ Severity classification of ATM specific occurrence: _____

Level of contribution from the ground element of the ATM system: ☐ Direct ☐ Indirect ☐ No ATM involvement

Date: _____ Division: _____ Signature: _____ Return to Analysis Division after use