RUNWAY SAFETY REPORTING FORM

Freetown International Airport

FIA Reference:

Confidential Report

Submitted as a

☐ Yes ☐ No

Note: Provide contact address/Tel no. even if report is CONFIDENTIAL. Your identity will be protected):

A. RUNWAY SAFETY INDICATOR/CONCERN

INCIDENT ☐ SERIOUS INCIDENT ☐ ACCIDENT ☐ OTHER(S) ☐

DESCRIBE THE RUNWAY HAZARD

B. AIRCRAFT DESCRIPTION

1. AIRCRAFT TYPE & SERIES	2. REGISTRATION	3. DATE OF OCCURRENCE	4. TIME OF EVENT
6. OPERATOR	7. LOCATION/POSITION/RW		8. DAY ☐ NIGHT ☐ TWILIGHT ☐ DAWN ☐

C. FLIGHT INFORMATION

8. FLIGHT No.	9. ROUTE FROM	10. ROUTE TO	11. FL ☐ ALT/HT (FT) ☐	12. IAS (KT)	13.IFR ☐ VFR ☐
14. TCAS RA Yes ☐ No ☐	15. EDTO Yes ☐ No ☐	16. NATURE OF THE FLIGHT		17. FLIGHT PHASE	

D. ENVIRONMENTAL DETAILS				
18. WIND		19, CLOUD		**20. PRECIPITATION**
DIRN	SPEED (kt)	TYPE	HT (fr)	

E. OTHER METEOROLOGICAL CONDITIONS			
VISIBILITY	STORM/RAIN	TURBULENCE	OAT (ºC)
KM ☐ M ☐	YES ☐ NO ☐	YES ☐ NO ☐	

F. RUNWAY DETAILS	
21. RUNWAY STATE	22. RUNWAY CATEGORY

G. SECOND AIRCRAFT DETAILS	
23. SECOND AIRCRAFT/VEHICLE/PERSONNEL INVOLVED YES ☐ NO ☐	IF YES PLEASE PROVIDE REGISTRATION/DETAILS
24. DESCRIPTION OF THE OCCURRENCE	

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

H. GROUND STAFF REPORT DETAILS:					
26. CONSTRUCTION NO.	27. ENGINE TYPE/SERIES	8. EDTO APPROVED		29. GROUND PHASE	30. MAINTE-NANCE ORGANIZATION
		YES ☐	NO ☐	MAINTENANCE ☐ GROUND HANDLING ☐ OPERATIONS/INSPECTIONS UNATTENDED ☐	TELL

I. MANUFACTURER DETAILS:			
31.COMPONENT/PART	32.MANUFACTURER	33. PART NO.	34. SERIAL NO.
35. REFERENCES: - MANUAL/ATA/IPC		36. COMPONENT OVERHAUL/REPAIR ORGANISATION	

J. REPORTERS DETAILS:			
37. ORGANISATION AND APPROVAL REFERENCE			
38. NAME OF REPORTER		39. POSITION	
40. SIGNATURE			41. DATE
42. If report is voluntary (i.e not subject to mandatory requirements) can the information be published in the interests of safety?	YES ☐ NO ☐	43. Address and tel. no. (if reporter wishes to be contacted privately).	please provide. **NOTE 2**: If the occurrence is related to a design or manufacturing. **NOTE 3**: Where applicable, a report of this incident should be forwarded directly to other agencies involved e.g. Aerodrome Authorities. **NOTE 4**: If report is voluntary, a Voluntary Report Form may be completed in addition to this form.

44. REPORTING ORGANISATION – REPORT

ORGANISATION COMMENTS – ASSESSMENT/ACTION TAKEN/SUGGESTIONS FOR PREVENTION OF FUTURE OCCURRENCES

45. AIRCRAFT UTILISATION				46. ENGINE/COMPONENT UTIISATION				47. MANUFAC-TURER ADVISED?
	TOTAL	SINCE OH/REPAIR	SINCE INSPECTION		TOTAL	SINCE OH/REPAIR	SINCE INSPECTION	Yes ☐ No ☐
HOURS LANDING				HOURS CYCLES				
48. REPORTING ORGANISATION EMAIL: TEL: Fax:					49. REPORTER'S REF	50. REPORT	51. REPORTER'S INVESTIGATION	52. FDR DATA RETAINED
						NEW ☐ SUPPL ☐	NIL ☐ CLOSED ☐ OPEN ☐	YES ☐ NO ☐