

Supplementary Instruction (SI)

CAP 493 MATS Part 1

Safety and Airspace Regulation Group
Innovation, Strategy and Policy



Number: 2018/02

Issued: 22 Jun 2018

Version: 2

Effective Date: 14 Aug 2018

Aircraft Accident and Serious Incident Reporting at Aerodromes

1. Introduction

- 1.1 The purpose of this Supplementary Instruction (SI) to the Manual of Air Traffic Services (MATS) Part 1 (CAP 493) is to implement changes to the initial reporting action procedure for an Air Traffic Control Unit (ATCU) providing an Air Traffic Service (ATS) at an aerodrome.

2. Background

- 2.1 Following an investigation into a serious incident involving a Boeing 737 departing Belfast International Airport, a recommendation was made by the Air Accidents Investigation Branch (AAIB) to amend the initial reporting action by an ATCU providing an ATS at an aerodrome. The recommendation was accepted by the Authority and requires senior controllers to notify AAIB by telephone as part of their initial reporting action following either an Aircraft Accident or a Serious Incident.

3. SI revision history

- 3.1 Following industry feedback and in coordination with the AAIB, Table 2 detailed within version 1 of this SI relating to the circumstance of incident entitled 'Serious Incident (including MAYDAY and PAN messages)' has been split into two separate circumstances. 'Serious Incident' will form one circumstance and 'MAYDAY and PAN messages' will form another, please refer to Appendix A.

4. Revised MATS Part 1 Procedures

- 4.1 With effect from 14 August 2018, the Manual of Air Traffic Services (CAP493) is amended as shown at Appendix A.
- 4.2 This change will be incorporated into CAP 493, Edition 7 at Amendment 1 in due course.

5. Queries

- 5.1 Any queries or further guidance required on the content of this SI should be addressed to:

ATS Enquiries
Innovation, Strategy and Policy
CAA Safety and Airspace Regulation Group
2W Aviation House
Gatwick Airport South
West Sussex
RH6 0YR
E-mail: ats.enquiries@caa.co.uk

- 5.2 Any queries relating to the availability of this SI should be addressed to:

ATS Documents
Innovation, Strategy and Policy
CAA Safety and Airspace Regulation Group
2W Aviation House
Gatwick Airport South
West Sussex
RH6 0YR
E-mail: ats.documents@caa.co.uk

6. Cancellation

- 6.1 This SI shall remain in force until incorporated into CAP 493 or is cancelled, suspended or amended.

Appendix A**Section 6, Chapter 3, Paragraph 3****3. Reporting Action at Aerodromes**

3.1 The senior controller at an air traffic control unit at an aerodrome is responsible for ensuring that the reporting action described below is taken.

Table 2:

Circumstances of an Incident	Reporting Action (by telephone to)	Subsequent Action
Aircraft Accident in the vicinity of the aerodrome	<u>AAIB</u> ACC Watch Manager	Submit an MOR
additionally if an accident is Reportable	Aerodrome Operator (but see local emergency orders) ACC can assist	Submit an MOR
Involves any of approach, navigation or communications facilities	DEO at the aerodrome	Submit an MOR
Unintentional use of unpaved areas	Aerodrome Operator	Submit an MOR
AIRPROX Report	ACC Watch Manager Aircraft Operators Other ATSU's involved	Submit an MOR.
AIRPROX Report involving SUA	Civil Police: Provide location of AIRPROX as soon as practicable to initiate tracing action ACC Ops Supervisor Aircraft Operator Other ATSU's as necessary	Submit an MOR
<u>Serious Incident</u>	<u>AAIB</u> ACC Watch Manager Aerodrome Operator	Submit an MOR
<u>MAYDAY and PAN messages</u>	ACC Watch Manager Aerodrome Operator	Submit an MOR

Circumstances of an Incident	Reporting Action (by telephone to)	Subsequent Action
Air Traffic Services may be subject to criticism	ACC Watch Manager Head of ATSU	Submit an MOR
Likely to give rise to public interest	ACC Watch Manager Head of ATSU	
Hijacking and the unlawful use of aircraft	ACC Watch Manager Aerodrome Operator (according to local unit instructions)	Submit an MOR
Bomb Warning involving an aircraft is received	Aircraft Operators ACC Watch Manager (See local emergency orders) Next ATSU concerned with flight (if aircraft is airborne)	Submit an MOR
Incident on-board an aircraft in flight (aircraft intends to land)	Aerodrome Operator Aircraft Operators	Submit an MOR indicating that a CA939 has been raised and Submit CA 939 to Investigation and Enforcement Team; if viewing via PDF click here .
Aircraft Radio Equipment Fault	DEO	Submit an MOR
Ground Fault Report (Telecommunications Service)	DEO at aerodrome (see Section 7 for successive reports of the same fault)	Submit an MOR
Radio Frequency Interference Report	DEO	Submit an MOR
Alleged Infringement of Legislation		Submit an MOR indicating that a CA 939 has been raised and Submit CA 939 to Investigation and Enforcement Team; if viewing via PDF click here .
See also Chapter 1 – GENERAL GUIDANCE and the flow diagram in Chapter 2		

Circumstances of an Incident	Reporting Action (by telephone to)	Subsequent Action
A LIST OF TELEPHONE NUMBERS AND LOCATIONS IS SHOWN IN THE DIRECTORY AT APPENDIX H		