

The Government of The Turks and Caicos Islands  
Civil Aviation Authority



Occurrence Report

Please complete and submit this form online using the button at the bottom of page 2. Your completed form will be emailed back to you with a unique ID number and the date and time of submission (GMT/BST):

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AIRCRAFT TYPE & SERIES	REGISTRATION	DATE (dd/mm/yyyy)	TIME OF EVENT UTC (HH:MM)	DAY
OPERATOR	LOCATION/POSITION/RW			NIGHT
				TWILIGHT

FLIGHT NO.	ROUTE FROM	ROUTE TO	FL	ALT/HT (FT)	IAS (KT)	IFR	TCAS RA		ETOPS	
						VFR	YES	NO	YES	NO

NATURE OF FLIGHT	FLIGHT PHASE
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ENVIRONMENTAL DETAILS										
WIND		CLOUD		PRECIPITATION	OTHER METEOROLOGICAL CONDITIONS				RUNWAY STATE	
DIRN.	SPEED (kt)	TYPE	HT (ft)		VISIBILITY	ICING	TURBULENCE	OAT (°C)		
					KM					
					NM					RUNWAY CATEGORY

BRIEF TITLE
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DESCRIPTION OF OCCURRENCE
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Any procedures, manuals, pubs. (AIC, AD, SB etc.) directly relevant to occurrence and (where appropriate) compliance state of aircraft, equipment or documentation.	
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GROUND STAFF REPORT									
A/C CONSTRUCTOR'S NO.	ENGINE TYPE/SERIES	ETOPS APPROVED		GROUND PHASE			MAINTENANCE ORGANISATION  TEL.		
		YES	NO	MAINTENANCE					
				GROUND HANDLING					
				UNATTENDED					
COMPONENT/PART			MANUFACTURER			PART NO.			SERIAL NO.
REFERENCES:- MANUAL/ATA/IPC				COMPONENT OH/REPAIR ORGANISATION					
ORGANISATION AND APPROVAL REFERENCE				NAME				POSITION	
DATE (dd/mm/yyyy)									
If report is voluntary (i.e. not subject to mandatory requirements) can the information be published in the interests of safety?	YES	Address and 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. NOTE 3:Where applicable, a report of this incident should be forwarded directly to other agencies involved, e.g. Aerodrome Authority, ATC agency.				
	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					
REPORTING ORGANISATION			TEL.  FAX	REPORTER'S REF	REPORT		REPORTER'S INVESTIGATION		FDR DATA RETAINED
E-MAIL					NEW	SUPPL	NIL	CLOSED	OPEN
NAME			POSITION				TEL		
E-MAIL								DATE (dd/mm/yyyy)	