


**ATC Occurrence Report Form - CAASL/AS/001**

	<b>Civil Aviation Authority of Sri Lanka</b> <b>ATC Occurrence Report Form (to be filled by ATC)</b>		<b>CAA/AS/001</b>		
<p>Completed Form should be submitted to Director General of Civil Aviation, Civil Aviation Authority, No. 152/1, Minuwangoda Road, Katunayake.                  Email: <i>sldgca@caa.lk</i> with a copy to <i>mgrasm@caa.lk</i>, <i>amasm@caa.lk</i> or Fax: +94 11 2257154                  Additional information which is required, not categorized under the given fields shall be included in the narrative or note.</p>					
<b>ATC Centre</b>					
<input type="checkbox"/> ACC	<input type="checkbox"/> APP-BIA	<input type="checkbox"/> Tower - BIA	<input type="checkbox"/> Tower-RMA	<input type="checkbox"/> APP - HRI	
<input type="checkbox"/> Tower - HRI	<input type="checkbox"/> Tower - BTC	<input type="checkbox"/> Tower - JIA	<input type="checkbox"/> other - specify		
<b>General Details</b>					
Category	<input type="checkbox"/> Accident		<input type="checkbox"/> Airprox		
	<input type="checkbox"/> Incident		<input type="checkbox"/> Infringement		
Date:	Time: UTC (HH:MM)	<input type="checkbox"/> Day <input type="checkbox"/> Night		Occurrence Position:	
<b>Details</b>	<b>Aircraft 1</b>		<b>Aircraft 2</b>		<b>Aircraft 3</b>
Operator					
Call Sign					
Type & Registration of					
From					
To					
SSR Code					
Mode C Displayed	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Yes <input type="checkbox"/> No
Speed					
Position					
Altitude/FL					

Endurance			
Flight Rules			
<b>Details – ATS</b>			
RTF Frequencies:	Radar or Procedural Control Equipment:	Equipment unserviceability:	QNH: Runway in use:
<b>Class &amp; Type of Airspace</b>			
<input type="checkbox"/> A	<input type="checkbox"/> B	<input type="checkbox"/> C	<input type="checkbox"/> D
<input type="checkbox"/> E	<input type="checkbox"/> G	<input type="checkbox"/> CTR <input type="checkbox"/> CTA <input type="checkbox"/> TMA <input type="checkbox"/> FIR <input type="checkbox"/> Other – specify	
Was Prescribed Separation Lost? <input type="checkbox"/> Yes <input type="checkbox"/> No		Alert Activation: <input type="checkbox"/> Collision <input type="checkbox"/> Conflict Alert	<input type="checkbox"/> TCAS <input type="checkbox"/> STCA <input type="checkbox"/> SMF
Minimum Separation: Horizontal NM: Vertical ft :		Traffic Info. Given By ATC? <input type="checkbox"/> Yes <input type="checkbox"/> No Avoiding Action Taken by ATC? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<b>Brief Title</b> (Summery):			
<b>Narrative</b> – use a diagram if necessary (Aerodrome submit weather report including local and regional QNH)			
ATS Unit:	Time since last break:	Start time of shift (UTC):	Radar recordings held <input type="checkbox"/> Yes <input type="checkbox"/> No
RTF recording held <input type="checkbox"/> Yes <input type="checkbox"/> No	List other agencies advised:		
Name of the ATC Watch Manager:			
Reporting officers Name:			
Signature:		Date:	

