

THE LAW PROTECTS YOU!

When reporting an occurrence, you and any person mentioned in your report are protected from adverse consequences that may come from your report.

- ◆ Your identity and the identity of anyone mentioned in your report will be protected.
- ◆ Your report will not be disclosed unless necessary for safety.
- ◆ Your report will not be used, inside and outside your organization, to blame you or any person mentioned in it.
- ◆ Exceptions are willful misconduct and unacceptable behavior.
- ◆ In Accordance with Aircraft Accident Investigation Authority Act

AAIA Act Section 13—Voluntary Reporting

(1) The Authority shall encourage and facilitate voluntary reporting based on the same criteria across the whole spectrum of civil aviation operations.

(2) The Authority's organization and procedures for processing and recording reports shall not substantially differentiate from voluntary and mandatory reports.

(3) For the purposes of this section, a "voluntary occurrence report" is that report made by a person or organization who is not required to report in accordance with the requirements of this section.

(4) The occurrences reported and trends developed shall be retained in a limited format which removes information and data which is likely to identify the person reporting.

(5) The confidentiality of a voluntary report shall be protected by the Authority and information disclosed in these reports shall be inadmissible for any future proceedings relating to the person reporting.

(6) No servant or agent or employee shall suffer any detriment, loss of employment, loss of hope of advancement or other penalty by virtue of having made a voluntary occurrence report in respect of any matter reasonably believed by him to be a safety concern.

AAIA Act Section 15. Assurance against prosecution

(a) The Authority shall not institute proceedings in respect of unpremeditated or inadvertent breaches of the law which come to its attention only because they have been reported under the voluntary provisions of this Sub-part, except in cases involving dereliction of duty amounting to gross negligence.

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The information contained in this document is for information only and not intended to replace the applicable requirements of the Aircraft Accident Investigation Authority Act Sections 13, 14 and 15—Voluntary Occurrence Reporting.



Safety Occurrence? Report it to your organization

Maintenance Organizations



**Reporting makes our
industry safer.**

Maintenance Organizations staff is mandated to report the following occurrences

1. Serious structural damage (for example: cracks, permanent deformation, delamination, debonding, burning, excessive wear, or corrosion) found during maintenance of the aircraft or component.
2. Serious leakage or contamination of fluids (for example: hydraulic, fuel, oil, gas or other fluids).
3. Failure or malfunction of any part of an engine or powerplant and/or transmission resulting in any one or more of the following:
 - a. non-containment of components/debris;
 - b. failure of the engine mount structure .
4. Damage, failure or defect of propeller, which could lead to in-flight separation of the propeller or any major portion of the propeller and/or malfunctions of the propeller control.
5. Damage, failure or defect of main rotor gearbox/attachment, which could lead to in-flight separation of the rotor assembly and/or malfunctions of the rotor control.
6. Significant malfunction of a safety critical system or equipment including emergency system or equipment during maintenance testing or failure to activate these systems after maintenance.
7. Incorrect assembly or installation of components of the aircraft found during an inspection or test procedure not intended for that specific purpose.
8. Wrong assessment of a serious defect, or serious non-compliance with MEL and Technical logbook procedures.
9. Serious damage to EWIS.
10. Any defect in a life-controlled critical part causing retirement before completion of its full life.
11. The use of products, components or materials, from unknown, suspect origin, or unserviceable critical components.
12. Misleading, incorrect or insufficient applicable maintenance data or procedures that could lead to significant maintenance errors, including language issue.

13. Incorrect control or application of aircraft maintenance limitations or scheduled maintenance.
14. Releasing an aircraft to service from maintenance in case of any non-compliance which endangers the flight safety.
15. Serious damage caused to an aircraft during maintenance activities due to incorrect maintenance or use of inappropriate or unserviceable ground support equipment that requires additional maintenance actions.
16. Identified burning, melting, smoke, arcing, overheating or fire occurrences.
17. Any occurrence where the human performance, including fatigue of personnel, has directly contributed to or could have contributed to an accident or a serious incident.
18. Significant malfunction, reliability issue, or recurrent recording quality issue affecting a flight recorder system (such as a flight data recorder system, a data link recording system or a cockpit voice recorder system) or lack of information needed to ensure the serviceability of a flight recorder system.

Always report any other occurrences that you consider safety relevant

For more information visit our website at www.baaid.org or email us at aaaid.mota@gmail.com