



List of Examples of Reportable Occurrences

List of Examples of Occurrences that MUST be reported immediately by Pilots, Engineers

Mandatory Occurrence Reporting (MOR) – FLY EPT Safety Department assesses all reportable occurrences in compliance with [EC Directive \(EU\) No. 376/2014 Occurrence Reporting in Civil Aviation](#) and forwards all originator's reports as a Mandatory Occurrence Report to the regulatory authority within **72 hours**. Therefore, all Mandatory Occurrences **must be reported immediately** to

FLY EPT PORTUGAL Safety Dept. +351 962 386 880 or joabaltazarpf@sapo.pt Fly EPT Safety Reporting [webpage](#)

Accidents and **Serious Incidents** are urgently reportable occurrences in which cases the **Duty Investigator** must be notified, first by phone, and then by email for follow up.

PORTUGAL (ANAC): Email: geral@anac.pt Telephone: +351 212 842 226 Website: **Portugal ANAC** [website](#)

[ANAC Occurrence Reporting Form](#)

EASA Aviation Safety Reporting Form: <http://www.aviationreporting.eu>

If there is any doubt as to whether an occurrence is sufficiently serious to be reported, it should be reported immediately anyway.

AIRPROX – Definition: When a pilot, or an Air Traffic Controller responsible for its ATC separation, considers that safety of the aircraft was or may have been compromised by the close-proximity of another aircraft.

SSR Code / Squawk - This is essential for following up Airprox, ATC Incidents and Wake Turbulence events.

Ensure that '**ASR Raised**' is entered in the **Tech Log Book (TLB)**, giving details of any technical defect associated with the incident. Report ALL **Wake Turbulence** even if not a significant safety risk, for analysis purposes. Include all salient details.

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Significant risk bearing incidents detected by FDM; retrospective reports will be accepted without prejudice.

Any aircraft AVOIDANCE MANOEUVRE to avoid a collision or an unsafe situation - ground or air. **TCAS RA** or a **GPWS** warning.

Near-CFIT. An **AIRPROX** incident. **Runway incursion** where avoiding action was taken. Whenever a **WINDSHEAR GO AROUND** is flown.

Any Take-off incidents including an **RTO** executed after take-off power is established. Incidents close to or above V1 (e.g., **tail strike, engine failure**). **Over-weight take-off**. Inability to achieve predicted **climb performance during take-off** or **initial climb**.

Any landing incidents including **Over-weight landings** where a **heavy landing** check is required. **Rejected landing**.

Precautionary or **forced landings**. **Diversions** for any reason. **Unstable approaches**.

Attempted **take-off** or **landings** on a **closed, occupied, or incorrect runway**.

An **excursion** occurs on any part of the aircraft maneuvering area during taxi, take-off, or landing, including **Runway Excursions/over-run, runway lateral excursions** and runway **under-shooting**.

If **LOSS of BRAKING** occurs. **Brake fire**. **Asymmetrical braking action** leading to significant path deviation. **Tyre burst**.

Descent below DH/A or **MDH/A** without the required visual reference.

Loss of control (LOC) (including partial or temporary LOC) from any cause.

When a **system defect** occurs which **adversely affects the handling characteristics** of the aircraft or renders it **unfit to fly**.

Unintentional **significant flight path deviation** from **airspeed, intended track** or **altitude** (> **300 ft.**) occurs from any cause.

Any exceedance of limiting parameters for the aircraft configuration e.g., VFE exceedance (N.B. **TLB entry is required**).

Any **FIRE** or **SMOKE** events, or when **explosion, toxic** or **noxious fumes** occur, in or anywhere near the aircraft. **Toilet Smoke Detectors** activated or vandalized. **Volcanic ash** reports.

The **use of any non-standard procedure** by the flight or cabin crew to deal with an emergency, or procedure exists but is not used, inadequate, inappropriate, or incorrect.

An **EMERGENCY** is declared (**MAYDAY** or **PAN**) but only if there is an **associated flight safety hazard**. A ROSI is not required for PAN calls for passenger medical emergencies or PAN calls made for the sole purpose of an expeditious approach.

Any event leading to an emergency evacuation. Aircraft is **EVACUATED**.

Use of any **emergency equipment**, or prescribed **emergency procedures**. **Safety equipment** or **procedures** are **defective/inadequate/ expired** e.g., expired fire extinguisher. **Use of emergency oxygen** by any crew member. **Crew fatigue**. Any event involving, or could have led to, **injury to anyone**, or endangerment to aircraft. If Crew or Pax are **seriously ILL** or become **INCAPACITATED**. If crew composition is reduced below legal minimum.



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ICING / LIGHTNING / HAIL strike encounter that resulted in aircraft damage, handling difficulties or loss or malfunction of any service. A **significant TURBULENCE** or **WINDSHEAR** is encountered or other **severe weather**.

SECURITY procedures are breached. **HIJACK. Unlawful interference. Unlawful damage. Bomb threats. Act of aggression by passengers.** Discovery of a **Stowaway**. Difficulty in controlling **INTOXICATED, VIOLENT, ARMED, or UNRULY passengers** or when the passenger **RESTRAINT KIT** is required.

Fuel spillages. Incorrect loading of fuel quantities. Loading of **contaminated/incorrect Fuel/ Oxygen/ Potable Water** type. Unsatisfactory ground **de-icing / anti-icing**.

Incorrect loading of Passengers, Baggage, Cargo, Livestock, or Dangerous Goods, likely to have a significant effect on aircraft mass. A **significant Load Sheet error**. Incorrect Center of Gravity. **Incorrect stowage of baggage or cargo** (including hand baggage) likely to hazard the aircraft, occupants, equipment or impede emergency evacuation. **Inadequate stowage of cargo**. Any type of **dangerous goods** occurrence must be reported.

Failure, malfunction, or defect of aircraft **ground servicing equipment**. Non-compliance or **significant errors** in compliance with **ground handling service procedures**.

Operating standards are degraded due to **deficient ground support** facilities. Whenever **GROUND DAMAGE** occurs. Any **collisions**, especially if aircraft damage results. **JET BLAST** incidents.

BIRD STRIKE's (shall also be reported via a Bird Strike & Wildlife Hazard report)

Any **turbulence** encounters resulting in injury to occupants or causes damage to aircraft.

WAKE TURBULENCE encounters, including incidents of a **reduction** of required **wake turbulence separation**.

Incorrect programming of, **erroneous entries** into, **navigation** equipment or **performance calculations**.

Failure of any **emergency system** or **equipment**, including all exit doors and lighting.

Airspace penetration (CTA/CTR) **without clearance**. **Deviation from ATC clearance** which caused a hazardous situation.

Partial or total aircraft **RT communication failure**.

Whenever **significant handling difficulties** are experienced. **STALL** warning occurs.

Flight Planning Error incident which may affect the safety of a flight.

Foreign Object Damage (FOD) i.e., any debris, is found anywhere on the aircraft maneuvering area.

Pilot experiences a **minimum fuel situation** and makes a **fuel emergency** declaration. **Fuel leaks**.

Landing with less than **FINAL RESERVE FUEL**. **Inability to transfer fuel. Unable to use all usable fuel** on board. Malfunctioning defects of fuel / FQI system which may have caused hazardous situations to flight safety.

Level Bust (aircraft deviates > **300** feet from ATC assigned level). **Loss of Runway Separation** or a **collision is narrowly avoided**. Aircraft is flown **below MSA / Lowest Safe Altitude / ATC Minimum Radar Vectoring Altitude**.

Military interception. Incidents involving military in civil airspace. **LVP violations**.

Where a pilot becomes aware of any light source that compromises safety e.g., **lasers, spotlights, or pyrotechnics**.

An incident where a pilot has reported an **aircraft technical problem** e.g., Engine **FLAMEOUT, SHUTDOWN** or any significant **MALFUNCTION** affecting safety. Or, uncommanded engine(s) thrust/power loss.

Multiple malfunctions of one or more aircraft systems seriously affecting the operation of the aircraft e.g., **Depressurization**, failure of the **Auto-Flight / Landing Gear** system, primary or secondary **flight control asymmetry**, malfunction or defect of any **indicating/warning/recording / fire/smoke detection/protection** systems, loss of, or significant misleading indications of **navigation** equipment systems (including precision approach system) and **air data** systems failures.

When **double** aircraft (**electrical / hydraulic**) system **failure** occurs, or **failure of the (emergency) back-up** system.

Failures of more than one system in a redundancy system mandatory for **flight guidance** and **navigation**.

Significant navigation errors attributed to incorrect data. **Pilot seat control loss** during flight. Abnormal **VIBRATION**

Flight operations **outside the approved flight envelope** or other occurrences which caused or could have caused difficulties controlling the aircraft. Failure of any **emergency system** or **equipment**.

Any failure related to a system/component required for **Special Operations Approval granted by regulatory authority** (e.g., **AWO, RVSM**, etc.)

Technical document error that could endanger aircraft safety.

Non-compliance / **deficiencies** occur in any **Operating Procedures** or **Manuals**.



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Breakdown in communication (CRM) between Flight Crew, ATC, or Engineering. **MEL violation.**

Any event where **safety standards are significantly reduced.** Other **repetitive occurrences,** not normally considered 'reportable' but due to the frequency they arise, form a potential hazard.

This list is in no way exhaustive and **any occurrence which is believed to be a flight safety risk** shall be reported

ANY EVENT WHICH MAY PROVIDE USEFUL INFORMATION FOR THE ENHANCEMENT OF FLIGHT SAFETY

The generic rule for reporting: **'If in doubt – report it'**