

NF-2007 Accident/Incident/Occurrence reporting in civil aviation

This form is only to be used for accident/incident/occurrence reporting in accordance with the regulation BSL A 1-3 (*forskrift 2006-12-08 nr. 1393 om varslings- og rapporteringsplikt i forbindelse med luftfartsulykker og luftfartshendelser mv.*). The regulation contains an appendix for each of the defined reporting groups with examples on what to report. It also contains a list of situations that should always be classified as serious incidents

An electronic version of the form NF-2007 with online help and guidance, is available at www.altinn.no

Reports on accidents and serious incidents are to be sent both to Civil Aviation Authority-Norway and Accident Investigation Board Norway. Reports on other incidents (other than serious) are to be sent only to Civil Aviation Authority-Norway.

The objective of this reporting is the prevention of accidents/incidents and to improve the air safety, not to state criminal liability and blame.

Section 1 (General information) and section 9 (Narrative) are mandatory for all types of reports. The following sections are relevant for the different reporting groups respectively:

- Flight crew members (commercial/non-commercial): **2.0 - 2.5, 3, 4, 6, 7, 8**

- ANS-personnel: **2.5, 3, 4, 5.0 - 5.2, 6, 7**

- Airport personnel/Ground operations: **2.5, 4, 8**

- Constructors/Producers/Modifiers: **2.0, 2.4**

- Maintenance personnel: **2.0, 2.4**

Fill in all information that might be relevant for the occurrence.

Send or fax (or email) to:

in case of accidents and serious incidents also send or fax to:

1) **Civil Aviation Authority - Norway**
 P.o box 243
 8001 BODØ, Norway
 Fax number: +47 75 58 50 05
 Email: NF-2007@caa.no

2) **Accident Investigation Board Norway**
 P.o box 213
 2001 LILLESTRØM, Norway
 Fax number: +47 63 89 63 01

1.0 General information (mandatory)	
Reporting group (flight crew member, ANS-personnel, maintenance personnel etc)	
Type of report (Aviation accident/incident, Air traffic incident, technical incident etc)	
Classification	
Classification (accident / serious incident / incident)	
Category (loss of control/incursion/near miss etc)	
Personal information	
Norwegian Identity number (11 digits)	
Surname	
First name	
Address	
Postal code	
City	
Country	
Telephone	
Mobile phone	
Telefax	
Email	
Organisation – contact person	
Name	
Telephone	
Email	
Function/position	
Occurrence, when and where	
Local date and time	
UTC date and time	
Country	
Location (geographical name/-position)	
Occurrence at aerodrome? (yes/no/unknown)	
If "Yes", type ICAO-code or name	

Latitude and longitude of occurrence	
Aircraft involved? (yes/no/unknown)	
Occ. in connection with a flight? (yes/no/unknown)	
Severity	
Third party damage? (yes/no/unknown)	
Injury level? (none/minor/serious/fatal/unknown)	
Damage aircraft? (none/minor/substantial/destroyed/unknown)	
Damage aerodrome? (none/minor/substantial/unknown)	
2.0 Aircraft	
Aircraft registration	
Manufacturer	
Type/model	
Year built	
Aircraft serialnumber	
State of registry	
Call sign	
Flight number	
Aircraft operation	
Operator	
Operation type	
Aircraft description	
Category (fixed-wing/helicopter/glider etc)	
Propulsion type	
Number of engines	
Landing gear type	
EFIS (electronic flight instrument system) (full/partial/no/unknown)	
Mass at time of occurrence (kg)	
Maximum take-off mass (MTOM) (kg)	
GNSS installed (yes/no/unknown)	
Aircraft status	
Total cycles	
Aircraft total time (hours)	
Maintenance documents (valid/not valid/other/unknown)	
Airworthiness certificate (valid/not valid/other/unknown)	
Fuel	
Fuel type used and quantity at take-off	
Fuel quantity at time of occurrence	
2.1 History of flight	
Last departure point	
Location indicator (ICAO-code)	
Time of departure (local time)	
Planned destination	
Location indicator (ICAO-code)	
Flight phase	
Occurrence on ground? (yes/no/unknown)	
ATS route	
ATS route name	
SID route	
STAR	

Speed and altitude		
Speed		
Type of speed (ground/indicated airspeed)		
Heading		
Altimeter setting (hPa)		
	<i>Actual</i>	<i>Cleared</i>
Flight level		
Altitude (ft)		
Height (m/ft)		
Approach		
Visual approach type (if used) (traffic pattern/visual-IFR/visual-straight in/other)		
Type VASI/PAPI (if used)		
Approach RVR status (above/below minima)?		
Stabilized approach (yes/no/unknown)		
Instrument landing procedure (straight-in/circling/side-step/unknown)		
Aircraft approved for precision approach?		
Precision approach category (CAT I/CAT II/CAT III – A/B/C)		
Instrument approach type		
Approach errors (airspeed/rate of descent)		
Landing		
Type of landing (forced/precautionary/regular)		
Electronic landing aids		
Automatic landing (yes/no/unknown)		
Forced landing location (if other than planned)		
Person at controls		
Person at control (pilot-in-command/co-pilot/both/student/none/unknown)		
Air traffic service		
Special ATC procedures		
Controlling agency		
Clearance validity (valid/not valid/not relevant)		
Flight plan		
Current flight rules		
Current traffic type (OAT/GAT/other)		
SSR mode (A/C/S/unknown)		
SSR code		
GPWS/EGPWS		
GPWS installed? (yes/no/unknown)		
GPWS warning given? (yes/no/unknown)		
GPWS warning type		
Head-up display		
HUD installed? (yes/no/unknown)		
HUD used? (yes/no/unknown)		
2.2 Aircraft – traffic related		
Distances and movement		
Minimal horizontal -estimated		
Minimal vertical - estimated		
Vertical profile (horizontal/climb/descent/unknown)		
Bank angle		
Bank direction (left/right)		

Information		
Traffic info type		
Traffic info quality		
Other aircraft seen?		
Visibility restrictions		
Aircraft lighting (own aircraft)		
ATM aspects		
Visual approach? (yes/no/unknown)		
VMC climb/descent? (yes/no/unknown)		
Actions		
Initiator avoiding action		
Aircraft avoiding action? (yes/started/late/none)		
Risk reduction? (did-would have/none-would not have/unknown)		
Safe landing? (yes/no/unknown)		
ACAS/TCAS		
Installed? (yes/no/unknown)		
RA Geometry		
RA Type		
Pilot response to RA (climb/descend/turn etc)		
Pilot response detail (in accordance/switching etc)		
RA classification (useful/false/no threat/unnecessary/unclassifiable)		
Other aircraft		
Registration		
Call sign		
Type of aircraft		
2.3 Flight crew		
Flight crew member	<i>Flygende pilot</i>	<i>Ikke-flygende pilot</i>
Norwegian Identity number (11 digits)		
Category (pilot-in-cmd/co-pilot/instructor/student)		
Gender		
Age		
Flight crew rest/duty		
Rest before duty		
Duty last 24 hours		
Flight crew experience		
This aircraft type – last 24 hours		
This aircraft type – last 90 days		
This aircraft type – total		
All aircraft types – last 24 hours		
All aircraft types – last 90 days		
All aircraft types – total		
Flight crew licences		
Licence type		
Ratings		
Validity		
Registry State issued? (yes/no/unknown)		
Instructor rating? (yes/no/unknown)		
Instrument rating? (yes/no/unknown)		
2.4 System/part failures		
ATA-code		
Part number		

Part name	
Engine information (only in case of failure)	
Engine model	
Time since overhaul (hours)	
Engine cycles	
Propeller information	
Make, failed propeller	
Model, failed propeller	

2.5 Injuries	<i>Fatal</i>	<i>Serious</i>	<i>Minor</i>	<i>None</i>	<i>Unknown</i>
Pilot					
Co-pilot					
Cabin crew					
Other flight crew					
Passengers					
Other on aircraft					
Unknown					
<i>Total</i>					

Incapacitation	
Person incapacitated	
Reason for incapacity	

3. Weather	
Weather relevant for the occurrence? (yes/no/unknown)	
Weather conditions (VMC/IMC/unknown)	
Light conditions	
Visibility (m)	
QNH	
Wind	
Wind speed	
Speed measured at? (flight level/ground/unknown)	
Wind direction	
Wind gusts (yes/no/unknown)	
Maximum gust	
Clouds	
Cloud amount	
Height of cloud base	
Temperature	
Air temperature	
Dew point	
Precipitation and other weather phenomena	
Precipitation intensity	
Precipitation type	
Characteristics	
Visibility/Visibility restrictions	
RVR start / RVR middle / RVR end (m)	/ /
Visibility restrictions	
Icing	
Icing intensity (none/light/moderate/severe)	
Aircraft approved for icing conditions? (yes/no)	
Wind at take-off and landing	
Relative wind direction	
Windshear (none/light/moderate/severe)	
Windshear alert installed?	

Crosswind component (value and unit)	
Headwind loss (value and unit)	
Turbulence	
Turbulence type	
Turbulence intensity	
Mountain wave intensity	
Weather briefing/forecast/reports	
Weather briefing obtained (before-/during-/after flight/none)	
Pilot aware significant weather (yes/no/unknown)	
Weather forecast (correct/better-/worse than experienced)	
Report type (METAR/TAF/SIGMET etc)	
Report validity (valid/not valid/corrupted)	
Content weather report::	

4. Aerodrome	
Aerodrome type (land/heliport/prepared landing area/water/other/unknown)	
Location indicator (ICAO-code)	
Aerodrome status (public/private/military etc)	
Elevation above MSL	
Helicopter landing area description	
Landing area type (offshore/ship/helideck/nature)	
Configuration (confined area/pinnacle/sloping)	
Surface type	
Runway description	
Runway width	
Runway length	
Runway identifier (example: 01L)	
Runway configuration (single/parallel/crossing)	
Runway category	
Runway slope	
Runway surface	
Braking determined by	
Prepared? (yes/no/unknown)	
Braking action (nil/poor/medium/good)	
Surface treatment (fully-/partially grooved)	
Surface type (asphalt/concrete/grass etc)	
Contamination (oil/ice/snow/water etc)	
Take-off or landing on water	
Obstructions water	
Wave height	
Water condition (calm/glassy/light-/heavy swell)	
Relation direction-swell	

5.0 ATS Unit	
ATS Unit name	
Nbr of sectors defined	
Nbr of sectors opened	
ATM relation	
ATM contribution	
Effect on ATM service	

ATM ground safety nets	<i>Installed</i>	<i>Alerting</i>	<i>Reaction</i>
STCA	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MSAW	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
APW	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
A-SMGCS	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sector identification			
Sector name			
Combined operation? (yes/no/unknown)			
Highest flight level			
Lowest flight level			
Services provided			
RTF frequency			
Positions in sector			
Display centre radar			
Range of radar			
Sector traffic			
Traffic density before - controller			
Traffic density at - controller			
Traffic complexity before - controller			
Traffic complexity at - controller			
Traffic variation before - controller			
Sector workload			
OJTI in progress? (yes/no/unknown)			
Sector capacity (aircraft pr hour)			
Actual sector load (aircraft last hour)			
Number of aircraft on same frequency			
Stress before - controller (low/medium/high)			
Workload at - controller (low/medium/high)			
5.1 ATS unit – traffic related			
Horisontal relative movement			
Rate of closure (m/s)			
Military aircraft involved? (yes/no/unknown)			
Distances			
Minimal horizontal – recorded (value and unit)			
Minimal vertical – recorded (value and unit)			
Actions			
ATM action			
Risk reduction ATM			
Aircraft involved	Aircraft 1	Aircraft 2	
Registration			
Call sign			
5.2 ATM Personnel			
Category ATM personnel			
Age			
Gender			
6. Airspace			
Airspace type (CTR/TMA/TIZ/TIA/CTA etc)			
Airspace name			
Airspace class (A - G+/other/unknown)			
Special activities (military exercise etc)			

