

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)			

7. Bird strike	
Number of birds (1/2-10/11-100/more than 100)	
Size of birds (small/medium/large/unknown)	
Part(s) of aircraft	
Effect on flight	
Other bird strike relevant info	
Light conditions	
Cloud amount	
Precipitation type	
Aircraft height	
Speed (indicated airspeed)	
8. Dangerous goods	
Cargo position in aircraft	
Damage detected	
Probable damage reason	
Declared goods	
Shippers name	
Receivers name	
Agents name	
Type of deviation from regulations	
Documentation	(yes/no/unknown)
Shippers declaration available?	
Notification to pilot-in-command available?	
Receivers checklist available?	
Air Waybill available?	
Dangerous goods specification	
Proper shipping name	
Technical name	
UN/ID nr	
Class/division	
Packing group	
Import code	
9. Narrative (mandatory)	
<p>Full description of the chain of events, aircraft owner, insurance company, damage on the aircraft/aerodrome/third party, witnesses to the accident/incident, police involment etc. Use the backside or extra pages if necessary.</p> <p>Text:</p>	
Number of attachments	
Date and signature	