ADREP Taxonomy Description on the PDF reporting forms for Aerodrome Operators

ข้อ	ชนิดข้อมูล (Data Field)	ประเภทของรายงานที่ต้องระบุข้อมูล	คำอธิบายชนิดข้อมูล
General Information			
1	Title of occurrence	INITIAL	A short message identifying the accident to the human reader.
2	UTC Date	INITIAL	UTC: Time scale based on the second (SI), as defined and recommended by the CCIR, and maintained by the Bureau International des Poids et Mesures (BIPM). For most practical purposes associated with the Radio Regulations, UTC is equivalent to mean solar time at the prime meridian (0° longitude), formerly expressed in GMT. The UTC date entered in the format which depends on the local installation. Use **YYYY/MM/DD** otherwise.
3	UTC Time	FINAL	The UTC time of the occurrence entered using the 24-hour clock e.g. 23:59. UTC: Time scale based on the second (SI), as defined and recommended by the CCIR, and maintained by the Bureau International des Poids et Mesures (BIPM). For most practical purposes associated with the Radio Regulations, UTC is equivalent to mean solar time at the prime meridian (0° longitude), formerly expressed in GMT.
Report Administration Information			
4	Report identification	INITIAL	The identifying file reference of the report that is internally used by operator or reporter to uniquely identify the report.
5	Reporting entity	INITIAL	The name of the entity or organization that provided the report.

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6	Report status	INITIAL	The reporter should choose the list below: • Initial notification; or • Closed on issue; or • Closed.
7	Parties informed	INITIAL	Parties which were notified on the occurrence by the reporter
Occurrence Location Information			
8	Location of occurrence	INITIAL	Location of occurrence should be the name of the closest settled area or geographical feature. Such as Runway number, taxiway number, parking lot number or details if the occurrence happened during en-route.
9	Aerodrome of occurrence	INITIAL	The airport/heliport where the incident took place (even for the event that took place during climb or approach). A four-letter code group formulated in accordance with rules prescribed by ICAO and assigned to the location of an aeronautical fixed station.
10	Location on aerodrome	INITIAL	The specific location of the occurrence on the aerodrome or an indication that the occurrence occurred near the aerodrome. "Near" is meant to indicate that the occurrence occurred off the aerodrome but within 10 km from the aerodrome reference point.

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			Aerodrome reference point: The designate geographical location of an aerodrome.
11	State/area of occurrence	OPTIONAL	The identification of the State or geographical area where the occurrence occurred.
Aircraft Information			
12	Aircraft operator	INITIAL	The name of the aircraft operator exercising operational control over the flight.
13	Aircraft registration	INITIAL	The mark used to identify an aircraft. The mark consists of a common mark or nationality mark followed by a registration mark.
14	Aircraft model	OPTIONAL	The name of the aircraft manufacturer and model.
15	Aircraft category	OPTIONAL	Classification of aircraft according to specified basic characteristics, e.g. aeroplane, helicopter, glider, free balloon.

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16	Aircraft flight phase of occurrence	OPTIONAL	Enter the most significant phase of flight related to the occurrence. This is the phase of flight in which the event occurred which defined the accident/incident. Usually, this is the phase of flight in which the first event of the occurrence took place.
Other Aircraft Information (If involved)			
17	Aircraft operator	INITIAL	The name of the aircraft operator exercising operational control over the flight (this should be entered for airline operations).
18	Aircraft registration	INITIAL	The mark used to identify an aircraft. The mark consists of a common mark or nationality mark followed by a registration mark.
19	Aircraft model	OPTIONAL	The name of the aircraft manufacturer and model.
20	Aircraft category	OPTIONAL	Aircraft category. Classification of aircraft according to specified basic characteristics, e.g. aeroplane, helicopter, glider, free balloon.
21	Aircraft flight phase of occurrence	OPTIONAL	Enter the most significant phase of flight related to the occurrence. This is the phase of flight in which the event occurred which defined the accident/incident. Usually, this is the phase of flight in which the first event of the occurrence took place.
Environment Information			
22	Light conditions	FINAL	The light conditions at the time of the occurrence.
Occurrence Information			

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23	Description of the occurrence	INITIAL	Scenario of the event, including, - Weather condition details - Runway identifier and condition - Type of aerodrome vehicle involved - Ground-flight interfaces - Consequences on the flight - Immediate actions - Any supporting details to the event
Severity Information			
24	Highest damage to aircraft	FINAL	The highest level of damage sustained by any aircraft involved in the occurrence
25	Highest injury level to person	FINAL	The highest level of injury sustained by any person in the occurrence.
26	Total number serious injuries	FINAL	The total number of persons sustaining serious injuries in the occurrence. A serious injury is an injury sustained by a person in an accident and which: a) requires hospitalization for more than 48 hours, commencing within 48 hours from the date when the injury was received; or b) results in a fracture of any bone (except simple fractures of fingers, toes, or nose or; c) involves lacerations which cause severe haemorrhage, nerve, muscle or tendon damage; or d) involves injury to any internal organ; or e) involves second or third degree burns, or any burns affecting more than 5 percent of the body surface; or

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			f) involves verified exposure to infectious substances or injurious radiation.
27	Total number fatalities	FINAL	The total number of fatal injuries sustained in the occurrence. This is the sum of fatal injuries on the ground plus the fatal injuries sustained on all of the aircraft involved.
Occurrence Analysis Information			
28	Occurrence analysis results (description of hazards / threats / root causes)	FINAL	Details on the conclusions for the organization
29	Preventive / Corrective actions	FINAL	Details on the actions proposed/done
Report Attachment			
30	Report Attachment	FINAL	