

Notice to users:

- Please fill in the form, use drop-down list where applicable, and submit it with supporting document files to safetyreport@caat.or.th.
- Additional information can be filled into the PDF form and resubmitted via email to CAAT later.
- Please ensure that the same 'Report identification' is used for future references.
- In the event of a Bird / Wildlife strike or Dangerous Goods, please use the Bird / Wildlife or Dangerous Goods forms, respectively.
- For more details about how to use the form, please refer to the relevant CAAT guidance material.
- Field type: = Mandatory fields required for "Initial Report", = Mandatory fields for "Final Report", = Optional fields.

General Information				
Title of occurrence				
UTC date		UTC time		
(YYYY/MM/DD)		(HH:MM)		
Report Administration Information				
Report identification		Report status		
<i>The identifying file reference of the report that is internally used by operator or reporter to uniquely identify the report.</i>				
Reporting entity		Country	Organisation category	Organisation type
Parties informed				
<ul style="list-style-type: none"> - Indicate which entities you have forwarded this report to. - In the event of an accident or serious incident, also send a copy of this report without delay to MOT_AAPIG_GR@mot.go.th. - If the event involves air traffic management, also send a copy of this report to relevant Air Traffic Control Unit (ANSP). - If the event involves aerodrome operator, approved maintenance organisation, aircraft product design / manufacturer, ground handling, or other agencies, also send a copy of this report to the relevant agencies / operators. - If the event involves other aircraft operators, also send a copy of this report to relevant operators, their competent CAA, and State of Operator / Registry. - If the event occurs outside Thailand, also send a copy of this report to the relevant State of Occurrence. 				
<i>CTRL and click for multiple selection</i>				
Occurrence Location Information				
State or area of occurrence		World region	State / area	Sub-area
		Country	ICAO code and aerodrome name	Other (specify)
Aerodrome of occurrence				
<i>The airport / heliport where the incident took place (even for the event that took place during climb or approach).</i>				
Location of occurrence		Location on aerodrome		
<i>Details of the event location (Runway number, taxiway number, parking lot number or details if the occurrence happened during en-route).</i>				
Environment Information				
Weather condition		Light condition		

This electronic form has been designed to facilitate and secure their integration into the national occurrence database. Do not transmit them by fax or as a scanned document.
This PDF form is compatible with Adobe Acrobat / Reader DC (2017 or newer) software on Microsoft Windows (7 or newer) only. It is not supported by other platforms (e.g. iOS, MAC, Linux).

Aircraft Information				
Aircraft operator	Country	Operator	Other (specify)	
Aircraft registration	State of registry			
Aircraft model	Manufacturer	Model	Series	Other (specify)
Aircraft category	Main category	Subcategory (1)	Subcategory (2)	Subcategory (3)
Operation type	Main category	Subcategory (1)	Subcategory (2)	
Flight number	Call sign			
Aircraft flight phase of occurrence			Aircraft altitude	ft
Other Involved Aircraft Information				
Aircraft operator	Country	Operator	Other (specify)	
Aircraft registration	State of registry			
Aircraft model	Manufacturer	Model	Series	Other (specify)
Aircraft category	Main category	Subcategory (1)	Subcategory (2)	Subcategory (3)
Flight number	Call sign			
Severity Information				
Highest damage to aircraft	Highest injury level to person			
Total number of serious injuries	Total number of fatalities			

Occurrence Information

Description of the occurrence (narrative)

GPWS / TAWS warning / alert type

If there are more than 2 involved aircraft, please describe the other involved aircraft with the same type of data in "Description of the occurrence".

Occurrence Analysis Information

Occurrence analysis result (description of hazards / threats / root causes)

If the required final report cannot be completed within the required timeframe mandated by the requirement, specify the reasons, difficulties, and the progress here before the deadline.

Preventive / corrective actions

Description of the measures taken to reduce / mitigate the risk.