



SCAA

Circular No.01/2021

**Reporting aviation accidents, serious incidents or incidents to
the SCAA and AAICD**



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SUDAN CIVIL AVAITION AUTHORITY





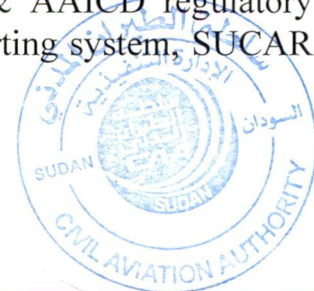
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**Subject: Reporting aviation accidents, serious incidents or incidents
to the SCAA and AAICD**

- 1) As per National Safety Programme (NSP), Second Part 19- safety management , second Edition December 2018, and Safety reporting system manual, First Edition September 2020; the service providers is required to report aviation accidents, serious incident or incidents to the SCAA and AAICD, so as to allow SCAA capture, store, aggregate and enable the analysis of safety data and safety information in addition will support hazard identification and risk assessment processes; Moreover, SUCAR 14 requires the collection of wildlife strike report regardless of the level of occurrence.
- 2) You may notice in the recent period that a significant number of safety incident have not been report to SCAA: Given the interest for meeting public expectation for a safest air transportation system in Sudan and to meet international obligation as per ICAO Global aviation safety plan (GASP).
- 3) SCAA avails to the service provider's forms and templates to be used for reporting mandatory and voluntary incident reports.
- 4) SCAA established a database to facilitate the effective analysis of information on actual or potential safety deficiencies obtained, including that from the incident reporting systems. The Database is included in the software adopted by SCAA for the implementation of the NSP and includes:
 - i. Electronic forms for recording report directly into the system:
 - i. Mandatory Occurrence report from all types of service providers (air navigation services providers, aerodromes operators, maintenance organization, ground handlers, training organization);
 - ii. Bird strike reports; Confidential and Voluntary reports.
- 5) SCAA trained a great number of service providers safety directors So as to interact with the SCAA NSP Software for reporting aviation occurrences on line until the time a SCAA system to be installed in the global internet you shall report the aviation occurrences on line until the time a SCAA & AAICD regulatory requirement (SUCAR part 13, SUCAR Part 19, safety Reporting system, SUCAR Part 14, SUCAR Part 8, etc.)



6) Moreover, SUCAR 19 requires incidents are to be reported to SCAA and SUCAR 14 requires the collection of wildlife strike reports regardless of the level of occurrence.

7) Table 1 indicates for each type of occurrences the person to report and associated deadlines for submitting such report.

Type of occurrence	WHO reports	WHEN to report	HOW to report
Accident	Owner, Pilot in-command, crew member (of the aircraft involved), airport manager (where the occurrence has taken place), or air traffic services manager or air traffic controller (loss of separation or risk of collision)	As soon as possible	Quickest means available
Serious incident		Within 72 hours	From approved by the AAICD
Incident		As soon as practicable	External safety Occurrence Reporting Form in the NSP software SCAA internet system, and SCAA website
Wildlife Strike	Airline, Airport operator, Air Traffic Controller	Within 72 hours	Wildlife strike report from

Table 1 Mandatory Occurrence Reporting

The Mandatory occurrence reporting and wildlife strike report forms are available in the SSP component of the NSP software, SCAA internet system, and SCAA website. Mandatory Occurrence report are Processed following the procedure established by AAICD.

Ibrahim Adlan Ibrahim
Director General
Civil Aviation Authority

