



NOTICE TO AERODROME CERTIFICATE HOLDERS (NOTAC) Number 02/2011

Effective Date: 01 June 2011

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Status of NOTACs

Valid: 01/2009, 03/2009, 04/2009, 01/2011

Cancelled:

Incorporated in CAR: 02/2009

AERODROME CERTIFICATE HOLDER MANDATORY REPORTING

1. INTRODUCTION

Certification of Aerodromes

- 1.1 An Aerodrome Certificate is granted by the GCAA under Federal Act 20 (Civil Aviation Law) Article 27, if it is satisfied an applicant is competent, having regard to the Certificate Holder's previous conduct and experience, the equipment, organisation, staffing, maintenance and other arrangements, to ensure that the aerodrome and airspace are safe for use by aircraft. Federal Act 20, Article 27 provides that the GCAA may revoke or suspend an Aerodrome Certificate.

- 1.2 Accordingly, the GCAA may only grant and permit an Aerodrome Certificate to continue where it is satisfied that the Certificate Holder can ensure that the aerodrome and its airspace are safe for use by aircraft.
- 1.3 In this regard it is important that the authority is informed of safety significant incidents/accidents that occur on the aerodrome. Further to consultation and agreement through the Aerodrome Operations Technical Committee's (AOTC) 4, 5 and 6, please find the table in **Attachment A** detailing mandatory reporting categories for aerodrome operators.
- 1.4 Unless earlier reporting of occurrences is required through regulation such as CAR Part VIII, the aerodrome operator should report such incidents to the GCAA within eight hours of the incident occurring.
- 1.5 The aerodrome operator shall use the ROSI system to make mandatory reports to the GCAA.
- 1.6 The mandatory categories do not supersede or replace existing reporting requirements in other civil aviation regulations, but are meant to ensure that critical incidents related to aerodrome operations are reported to the GCAA and that aerodrome operators are directly responsible to ensure the required reports are submitted.

2. PURPOSE

The purpose of this NOTAC is to notify Aerodrome Certificate Holders of the Mandatory Reporting Categories.

3 SCOPE

The content of this NOTAC applies to all UAE Certificated Aerodromes.

4 IMPLEMENTATION

This NOTAC is effective from 01 June 2011.

5 PROMULGATION

- 5.1 Current NOTAC's are published on the GCAA website. An email subscription service is available that will notify a subscriber of an addition or amendment to the GCAA's publication catalogue, see paragraph 6 – Subscriptions.

- 5.2 Aerodrome Certificate Holders should promulgate NOTACs promptly to those persons within the organisation/aerodrome who need to be made aware of the content.

6. SUBSCRIPTIONS

All Aerodrome Certificate Holders are invited to submit a list of recipients including email addresses and job titles. Please refer to NOTAC 01/2009.

7. QUERIES

Any queries, further guidance or a request for NOTAC action should be submitted by email to the Director of ANA section at the following address:
ana@gcaa.ae

Attachment A

Mandatory Report Categories for Aerodrome Operators

*Mandatory Reporting Categories are indicated by a **

Manoeuvring Area Excursion	
Category A*	An incident in which an aircraft has an excursion from a runway – i.e. overruns, excursion off the side of the runway – resulting in damage to aircraft
Category B*	An incident in which an aircraft has an excursion from a taxiway – excursion off the side of the taxiway – resulting in damage to aircraft
Category C*	An incident in which an aircraft has an excursion from a runway – i.e. overruns, excursion off the side of the runway – resulting in no damage to aircraft
Category D*	An incident in which an aircraft has an excursion from a taxiway – excursion off the side of the taxiway – resulting in no damage to aircraft
FOD	
Category A*	FOD which is likely to cause damage to an aircraft on runway or runway shoulder
Category B	FOD which is likely to cause damage to an aircraft found within runway strip or RESA
Category C	FOD which is likely to cause damage to an aircraft on taxiways or taxiway shoulders
Category D	FOD which is likely to cause damage to an aircraft found on the taxiway strips, apron areas or elsewhere on the airfield
Aircraft Damage	
Category A*	Destroyed – Aircraft is unlikely to ever fly again – total write off
Category B*	Substantially Damaged – Major damage that prevents the aircraft from flight until significant maintenance is undertaken
Category C*	Minor Damage – Minor damage that prevents the aircraft from immediate flight and requires some maintenance to rectify
Category D	Insignificant Damage – Damage so insignificant as to not affect the flight of the aircraft

Attachment A Mandatory Report Categories for Aerodrome Operators

*Mandatory Reporting Categories are indicated by a **

Runway Incursion

Category A*	A serious incident in which a collision is narrowly avoided
Category B*	A Runway Incursion incident in which the separation decreases and there is a significant potential for collision, which may result in a time critical corrective / evasive response to avoid a collision, including a runway incursion occurring while a departing aircraft has commenced its take-off roll or an arriving aircraft has crossed the threshold
Category C*	A Runway Incursion incident characterized by ample time and/or distance to avoid a collision, including a runway incursion occurring while a departing aircraft has been cleared to line up, or cleared for take-off, or an arriving aircraft has been cleared to land but has not crossed the threshold
Category D*	A Runway Incursion incident that meets the definition of a runway incursion such as the incorrect presence of a single vehicle, person or aircraft on the protected area of a surface designated for the landing and take-off of aircraft but with no immediate safety consequences
Category E	Insufficient information or inconclusive or conflicting evidence precludes a severity assessment

Bird & Wildlife Hazard

Category A*	An incident where a pilot experiences wildlife striking an aircraft resulting in significant damage to the aircraft and or requiring an aborted take-off, in-flight diversion, prioritised landing or resulting in an accident
Category B*	An incident where a pilot reports an actual or potential wildlife strike, which does not result in significant damage or adversely affect the flight
Category C*	An incident where dead wildlife is found on the runway when a strike has not been reported by a pilot
Category D	A report is received by ATC or aerodrome personnel of a significant wildlife hazard within the vicinity of an aerodrome
