

Civil Aviation Regulatory Office – CARO

Occurrence Reporting Form

RF - 3

AERODROME OCCURRENCE REPORT



Notes: (i) See Instructions and Explanatory Notes.

(ii) When completed, please send to:

Civil Aviation Regulatory Office (CARO)
 Peyton Place
 Sejdi Kryeziu Street, No.12
 10000 Pristina

CARO Occurrence Number

1 Categories of Occurrence				
ACCIDENT	INCIDENT	PROCEDURAL	FAILURE	HAZARD
2 Occurrence Location	3 Date	5 Duration	6 ATS Facility RTF/Radar/Navaid Other:	7 Service Affected Control/Advisory/Procedural/ Radar/GMC Approach/Area/ Aerodrome/Information/ Air Navigation
	4 Time (UTC)			
8 Equipment Type/Manufacturer	9 Frequency	10 Callsign	11 Equipment Location	
12 Facility Configuration In/Out-of-service, Main-Mode/Standby/Test Channel A(1)/B(2)/Other: External Information Source:	13 Equipment Status Planned/Unplanned Outage, Serviceable/Degradation/Unserviceable, Routine/Corrective Maintenance, Modification/Replacement		16 Previous Defects/ Occurrences? Yes/No/ Not Known	15 RTF Frequencies/ Radar Source
16 NARRATIVE – use a diagram if necessary (attach copies of all relevant information)				
continue on additional forms if necessary				
17 Recordings impounded No/Yes – Details	19 Name		22 Address & telephone number	
	20 Organisation/Position			
18 Other fault report action			23 Signature	
			24 Date	