

# **Chapter 2**

Regulation 376/2014 Annex I Mandatory Data Fields

# V1.0 March 2022

#### Note:

The ECCAIRS Coding Guidance describes best practices in occurrence reporting and coding. Chapter 2 covers guidance related to the Mandatory data fields from Annex I to Regulation 376/2014.

All Reporters and Authorities are strongly advised to follow this coding guidance to ensure gradual harmonization of the data quality between the states and in the European Central Repository.



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#### 1 - COMMON MANDATORY DATA FIELDS

Attribute name	HEADLINE	ECCAIRS ID	601
R376/2014 name	(1) Headline; - Headline	Parent Entity	24

		Change [Yes/No]
Description	Headline	NO
Detailed description	Headline	NO
Explanation	A short summary of the occurrence in English.	YES

#### **ECCAIRS Coding Guidance**

Headline should be short, readable, meaningful, and understandable to the human reader. It should be composed from short "fact-phrases", instead of long, full sentences.

Abbreviations generally should be avoided, only the most common aviation abbreviations can be used (i.e. ATC, ILS...).

It is recommended that, by default, aircraft type, occurrence location or severity should not be included in the headline, as this would elongate the text, making it less readable. Please note that there are dedicated fields for these kind of taxonomic attributes in order to apply appropriate search and/or filter.

#### Examples:

"Airspace infringement by military aircraft" instead of:

"Airspace infringement in Italian airspace by approaching Eurofighter into Lugano".

...because airspace location and type of aircraft are not relevant in the headline but you will put these information into attribute Airspace Name (ID 14) and Manufacturer/Model (ID 21) and in the Narrative Text (ID 425).

"While performing training autorotation with "Helicopter crash during autorotation exercise" instead of: instructor the EC135 helicopter crashed for yet unknown reasons. Student pilot injured".

...because presence of the instructor will be described in the <u>Narrative text (ID 425)</u>, type of aircraft will be reported in <u>Manufacturer/Model (ID 21)</u>, potential reasons will be reported after investigation into Analysis / follow up (ID 1067), injuries have dedicated attributes (ID from 100 to 115).

"ENG1 FAIL warning - aircraft return

or

"MSN 061 crew noticed 'ENG FAIL' warning while instead of: climbing after take-off, aircraft landed safely at departure airport".

"Aircraft return due to engine shut down"

... because the aircraft serial number MSN 061 will be reported into <u>Manufacturer Serial Number (ID 254)</u>, climbing phase will be detailed into <u>Flight Phase (ID 121)</u> and if the aircraft landed in the departure airport is an "aircraft return".



Attribute name	RESPONSIBLE ENTITY	ECCAIRS ID	453
R376/2014 name	(2) Filing Information; — Responsible Entity	Parent Entity	24

		Change [Yes/No]
Description	Responsible entity	NO
Detailed description	The identification of the type of entity that is responsible for the occurrence record	NO
Explanation	The Authority which is responsible for the occurrence record.  This does not necessarily mean the entity responsible for investigation of the occurrence.	YES

# **ECCAIRS Coding Guidance**

Normally, the Responsible Entity is the Authority which enters the information into the ECCAIRS record.

Responsible Entity cannot be reassigned to entities in other States without prior agreement.

For records that will be transferred into the ECR, the Responsible Entity should be the Authority that transfers the data to the ECR.

#### Note:

Attribute Responsible Entity (ID 453) shall not be confused with Reporting Entity (ID 447).



Attribute name	FILE NUMBER	ECCAIRS ID	452
R376/2014 name	(2) Filing Information; — File Number	Parent Entity	24

		Change [Yes/No]
Description	File number	NO
Detailed description	The occurrence file number	NO
Explanation	The single and unique file number allocated by the Responsible Entity for each occurrence.	YES

# **ECCAIRS Coding Guidance**

The file number allocated by the Responsible Entity (ID 453) for every occurrence.

Every Responsible Entity shall make sure that multiple reports of same occurrence are grouped under a single occurrence file number. In other words, reports from different reporters concerning the same occurrence should not be assigned different file numbers.

#### Note:

Attribute <u>File Number (ID 452)</u> (used by authorities) shall not be confused with attribute Report identification (ID 438) (used by reporters).



Attribute name	OCCURRENCE STATUS	ECCAIRS ID	455
R376/2014 name	(2) Filing Information; — Occurrence Status	Parent Entity	24

		Change [Yes/No]
Description	Occurrence Status	NO
Detailed description	Occurrence Status	NO
Explanation	Status of the occurrence on Authority side.	YES

# **ECCAIRS Coding Guidance**

The attribute provides the current status of an occurrence in terms of its processing of reports and follow-up at the Authority level.

If Authority decides not to follow up an occurrence report, then the occurrence status could be: Closed. Otherwise, it is recommended to select the correct occurrence status as it reflects the processing status in terms of analysis/follow-up.

<u>Note</u>: Attribute Occurrence Status (ID455) shall not be confused with attribute Report Status (ID 800) from individual reporting entities.



Attribute name	UTC DATE	ECCAIRS ID	477
R376/2014 name	(3) When; — UTC Date	Parent Entity	24

		Change [Yes/No]
Description	UTC Date	NO
Detailed description	UTC Date of the occurrence	NO
Explanation	UTC means Universal Time Coordinated, also known as Zulu Time.  UTC is the time standard commonly used across the world based upon the time at 0 degrees East/West (the Greenwich Meridian), formerly expressed in GMT.  The UTC date format is DD/MM/YYYY.	YES

# **ECCAIRS Coding Guidance**

UTC means Coordinated Universal Time, also known as Zulu Time.

UTC is the time standard commonly used across the world based upon the time at 0 degrees East/West (the Greenwich Meridian), formerly expressed in GMT.

The UTC date format is DD/MM/YYYY.

Note: Attribute UTC date (ID 477) should not be confused with attribute Local Date of Occurrence (ID 433).



Attribute name	STATE/AREA OF OCCURRENCE	ECCAIRS ID	454
R376/2014 name	(4) Where; — State/Area of Occurrence	Parent Entity	24

		Change [Yes/No]
Description	State/area of occurrence	YES
Detailed description	State/area of occurrence	NO
Explanation	The identification of the State or geographical area where the occurrence occurred.	YES

# **ECCAIRS Coding Guidance**

For the **occurrences in flight**, the State to which the FIR belongs can be selected.

For the **occurrences** in Oceanic FIRs the appropriate ocean/sea name should be selected. However, please make sure that relevant ATS Unit Name (ID 372) and FIR/UIR Name (ID 16) is selected.

#### Note:

Each State is identified by a unique number, the short name, the assigned ICAO Code, and the relevant ICAO Regional Office.

Many States are listed in the region that does not match with their traditional geographical location what can lead to confusions (e.g. Middle East region).

Also, the pan-continental states like Russia and Turkey can rise some confusions (indeed, it is hard to say about "European occurrence" when it happened in Khabarovsk [Russian Federation]). Despite the above, the name of the State should be chosen from the list, regardless of its location in the Region.

The designation employed for States and geographical areas do not imply the expression of any opinion whatsoever on the part of ICAO concerning the legal status of any country, territory, city, area or of its authorities, or concerning the delineation of its frontiers and boundaries.



Attribute name	LOCATION OF OCCURRENCE	ECCAIRS ID	440
R376/2014 name	(4) Where; — Location of Occurrence	Parent Entity	24

		Change [Yes/No]
Description	Location of occurrence	YES
Detailed description	Location of occurrence	NO
Explanation	Location of occurrence should be the name of the closest settled area or geographical feature.	YES

#### **ECCAIRS Coding Guidance**

Although the location of occurrence is a free text and standardisation is hardly achievable, there are some general rules which can be considered when filling this field in.

In any situation this field should **not be left empty**. Below you can find some tips what can be entered in this field.

The location should be precise but not generic (e.g. not Galley, Cabin, Gate, Taxiway, Stand or Runway etc.). It must be a geographical location – i.e. aerodrome name alone or combined with stand number or taxiway.

For the occurrences which occurred:

- at an aerodrome use <u>Aerodrome Location Indicator (ID 05)</u> (to avoid confusions both the ICAO code <u>and</u> airport/aerodrome name should be used, for example: EDDB: Berlin-Schonefeld). It could be copied from the Location indicator Attribute 5.
  - It is also recommended to fill the Attribute 5: Location indicator, regardless of an aerodrome involvement.
- off aerodrome (below controlled airspace or on ground) it should be used the name of the closest settled area or geographical feature (town/village, mountain top, lake, aerodrome, off-shore installation). It can be entered with prepositions "near", "close to", "west of" etc. after the name to allow more precise location identification for example: Leverkusen (west of).
- For occurrences in flight (i.e. airspace infringement) an airspace name and type; or route details can be used.
  - The airspace name and type (i.e. Ruzyně CTR, EPWA TMA A, etc.) can be used for example in occurrences related to airspace infringement or separation minima infringement. If for the Authority, it is important to use the exact navigation point in this field, it is highly recommended to also use the location coordinates (ID 439, ID 444).

For occurrences where airspace name or direct location is not known or relevant, route details can be used (i.e. LFPO – EDDK) in conjunction with exact <u>State/Area of occurrence (ID 454)</u> – if known.

For maintenance findings - location where damage or malfunction was discovered should be used.

For ATM specific occurrences - ATM facility name should be used.

For occurrences which have effect on/concerns larger area (like satellite services, cyber security) - phrase "Global" or "South Europe", etc. could be used.

When the location has not been provided at all, it is better for authorities to use phrase "Not reported" than "Unknown" – which literally means that the place of cannot be established.

# Note:

This attribute Location of Occurrence (ID 440) should not be confused with <u>Aerodrome Location Indicator (ID 05)</u> or <u>Location of the occurrence on or near the aerodrome (ID 641)</u>.



Attribute name	OCCURRENCE CLASS	ECCAIRS ID	431
R376/2014 name	(5) Classification; — Occurrence Class	Parent Entity	24

		Change [Yes/No]
Description	Occurrence Class	NO
Detailed description	Occurrence Class	NO
Explanation	The classification of the occurrence in relation to its outcome.	YES

#### **ECCAIRS Coding Guidance**

Occurrence Class is one of the most important attributes in high level statistics, so careful consideration to the detailed description of the values is essential when choosing what value to code.

The two values: "Accident" and "Serious Incident" are connected to legal obligations for SIAs (or any other competent authority) to investigate, and therefore they decide the final occurrence classification.

If circumstances or severity (damage and/or injury) are not fully known, the value "Not determined" can be used temporarily until the competent authority's final decision.

#### Example:

Report says that there was collision between two aircraft on the ground, and no severity is provided, or nature of aircraft movement ("intention of flight" condition) is unclear.

#### Note:

Ideally there should be a framework in member states to ensure that the final value of occurrence class is correct. For example: if one authority is responsible for classification of occurrences and the other authority is responsible for keeping the database and occurrence coding, these authorities should communicate with each other to ensure that the correct occurrence class is coded in the database.



Attribute name	OCCURRENCE CATEGORY	ECCAIRS ID	430
R376/2014 name	(5) Classification; — Occurrence Category	Parent Entity	24

		Change [Yes/No]
Description	Occurrence Category	NO
Detailed description	Occurrence Category	NO
Explanation	A high-level categorization of an occurrence based on best knowledge and/or facts.  Usually more than one category is applicable for one occurrence and all should be selected (some categories exclude each other, further details can be found in the definitions of the values of this attribute)  Note:  Occurrence category is not necessarily the cause of the occurrence.	YES

#### **ECCAIRS Coding Guidance**

The occurrence categories are used to group the relevant occurrences together at high level. For the detailed coding of facts of an occurrence the data field Event Types (ID 390) is used.

Each category has a unique name and abbreviation, a text definition and usage notes to further clarify the category. This is important to harmonize and enforce a common understanding and coding in our common European database.

Be sure to code all categories that are relevant for each occurrence, as there are often several categories coded in combination for single occurrences. Read and understand the usage notes to avoid forbidden categories combinations.

**Note**: Occurrence category is not necessarily the cause of the occurrence.

#### **Usage of category "Other" (OTHR):**

Category OTHER should be used as an exception, when the occurrence cannot be covered under any existing category.

Usage of category OTHR with any other category should be avoided.

#### Usage of category "Unknown" (UNK):

Unknown should be used when insufficient information exists to categorize the occurrence. UNK should be used alone (not in combination with any other category), with exception of category F-POST: Fire/Smoke (Post-Impact).

#### Some examples of multiple categories (source: ICAO CICTT)

AMAN + LOC-I	= abrupt maneuvering may also result in a loss of control
AMAN + SCF-NP/SCF-PP	= abrupt maneuvering may also result in system/component failure or malfunction
ADRM + WSTRW/TURB	= for effects of aerodrome design and the phenomenon encountered, for example, building layout and architecture leading to surface wind disruption
ADRM + GTOW	= if a glider winch launch equipment failure causes an event meeting the criteria for the GTOW category
MAC + NAV	= if a navigation error causes an AIRPROX/loss of separation
MAC + ATM	= if the event was caused by an ATC/ATM error and the event meets the usage

notes of both categories **EXTL + RAMP** = if the preparation of the external load by ground crew played a role



**F-POST + ... XYZ** = this category is only used in conjunction with another category. For example, SCF-

NP/SCF-PP + F-POST = a system/component failure that also results in a post-impact

fire

LOC-G + SCF-NP/SCF-PP = the loss of control during ground operations can occur as the result of a

system/component failure or malfunction

**LOC-G + RI** = the loss of control during ground operations can occur from evasive action taken

during a Runway Incursion

**LOC-G + WILD** = the loss of control during ground operations can occur from evasive action taken

during a wildlife encounter

**LOC-I + ICE** = for icing-related events, which are also loss of control

**LOC-I + SCF-NP/SCF-PP** = if the failure does not render the aircraft uncontrollable, but leads to a loss of

control

**LOC-I + LALT** = if there is a loss of control during low altitude operations

**NAV + RI** = for runway incursions resulting from the improper navigation of an aircraft at an

aerodrome, or takeoffs, aborted takeoffs, or landings on an unassigned runway

**NAV + RAMP** = if a navigation error occurs during pushback or towing operations

**RI + ATM** = for runway incursions resulting from an ATC/ATM error

**RI + MAC** = if a runway incursion event causes an AIRPROX/loss of separation while airborne



Attribute name	NARRATIVE LANGUAGE	ECCAIRS ID	424
R376/2014 name	(6) Narrative; — Narrative Language	Parent Entity	22

		Change [Yes/No]
Description	Narrative language	NO
Detailed description	The language of the narrative.	NO
Explanation	The narrative language is the language in which a Narrative (425) has been written.	YES

# **ECCAIRS Coding Guidance**

The narrative language is the language in which a Narrative text (ID 425) has been written.

It should always be coded when a Narrative text (ID 425) is present.

The main purpose of ECR is to exchange the safety information therefore, the use of the English language is strongly recommended.



Attribute name	REPORTER'S LANGUAGE	ECCAIRS ID	1091
R376/2014 name	(6) Narrative; — Narrative Language	Parent Entity	53

		Change [Yes/No]
Description	Reporter's language	NO
Detailed description	Language of the reporter's description of the occurrence	YES
Explanation	The language used by the reporter to describe the occurrence.  It should always be coded when the reporter's description (1092) is present.	YES

# **ECCAIRS Coding Guidance**

The language used by the reporter to describe the occurrence into attribute Reporter's Description (ID 1092). It should always be coded when the Reporter's Description (ID 1092) is present.



Attribute name	NARRATIVE TEXT	ECCAIRS ID	425
R376/2014 name	(6) Narrative; — Narrative	Parent Entity	22

		Change [Yes/No]
Description	Narrative text	NO
Detailed description	The text of the narrative is the summary of what happened in the occurrence reported.	YES
Explanation	The text of the narrative is the description of what happened as a summary of all received reports relevant to the same occurrence.  It is created by the Responsible Entity (Authority).	YES

#### **ECCAIRS Coding Guidance**

The text of the narrative is the description of what happened as a summary of all received reports, relevant to the same occurrence. This narrative is created by the Responsible Entity (ID 453) who is the recipient of the reports. It should contain the full story, so as far as practicable, it may contain the history of flight/finding details, the analysis, most important details, as well as conclusions/causes of the occurrence and mitigation actions/recommendations.

It should allow understanding of the occurrence by the reader who was not involved in the investigation process. Personal data, like names, telephone numbers, license numbers, addresses, etc., shall **not be entered** here.

Attribute ID 425 shall not be confused with Reporter's Description (ID 1092), which is used by the Reporters to describe the occurrence from their perspective.

Note: the attribute Narrative Language (ID 424) refers to the Narrative text (ID 425).



Attribute name	REPORTER'S DESCRIPTION	ECCAIRS ID	1092
R376/2014 name	(6) Narrative; — Narrative (reporter's equivalent)	Parent Entity	53

		Change [Yes/No]
Description	Reporter's description	NO
Detailed description	Reporter's description of the occurrence and its events	YES
Explanation	The reporter's written free text that describes the occurrence from the reporter's perspective.	YES

# **ECCAIRS Coding Guidance**

Names and surnames, licence numbers, addresses, telephone numbers, etc., shall **not be entered** here.

If not necessary for understanding the occurrence, functions and positions should be avoided.

Also, sensitive medical information (diseases, detailed symptoms, medications, etc.) should be avoided.

Here should be described/stated all known facts relating to an occurrence.

Please make sure that your description is understandable for the reader from the outside of your organisation.

All acronyms should be explained (especially that related to specific aircraft/ground systems or specific to your operations).

The above guidance applies also to all other descriptive fields: Other information (ID 1085), Analysis/follow-up (ID 1067), Risk Assessment (ID 1068), Risk mitigation actions (ID 1069) and Conclusions (ID 1070), which should be used when applicable.

Organisations and Authorities shall not remove any of the details (beyond removal of personal details) reported by the reporter of the occurrence.



Attribute name	EVENT TYPE	ECCAIRS ID	390
R376/2014 name	(7) Events; — Event Type	Parent Entity	24

		Change [Yes/No]
Description	Event type	NO
Detailed description	Event types for the occurrence	YES
Explanation	Predefined list of event types to describe an occurrence.	YES

Events and Occurrence Category (ID 430) shall correlate to each other and therefore the Occurrence Categories that are selected shall be supported by appropriate event types.

Code all relevant events for the occurrence, not only top (or "any") event. It is good practice to code the events in chronological order, which ensures better readability and completeness of *chain of events*.

Make sure you select events under the correct level (parent) above (callsign confusion event can be selected from crew or from ATM perspective).

#### **Example:**

There is an occurrence where one aircraft has to perform a go around because of another aircraft made a runway incursion due to a taxi error originating from callsign confusion. All these 4 events (at least 4) should be coded in chronological order as event types in the occurrence.

Call sign confusion  $\rightarrow$  Taxi Clearance Deviation  $\rightarrow$  Runway incursion  $\rightarrow$  Go-around

In order to represent a complete picture of an occurrence it is recommended to select, when possible, for each selected <u>Event Type (ID 390)</u> and Event Phase (ID 391) and [link every event with applicable entity (aircraft, aerodrome, ANS Unit etc.)]<sup>1</sup>

Consequential events should be always preceded by other event(s) which led to that consequence.

# **Example:**

Aircraft Crash/Impact Damage should be preceded by the root cause. If that root cause is not known, the event type "Unknown" can be used.

Applicable when re-created in E2



Attribute name	RISK CLASSIFICATION (ERCS RISK GRADE)	ECCAIRS ID	1109
R376/2014 name		Parent Entity	

	current	new	Change [Yes/N o]
Description			
Detailed description			
Explanation			

<This part will be developed when ERCS guidance will be available>



# 2.1 - AIRCRAFT-RELATED DATA FIELDS

Attribute name	AIRCRAFT STATE OF REGISTRY	ECCAIRS ID	281
R376/2014 name	(1) Aircraft Identification; — State of registry	Parent Entity	4

		Change [Yes/No]
Description	State of Registry	NO
Detailed description	Aircraft State of Registry	NO
Explanation	State of Registry. The State on whose register the aircraft is entered.	NO

# **ECCAIRS Coding Guidance**

The State on whose register the aircraft is entered.

Not to be confused with <u>State/Area of the Occurrence (ID 454)</u> or State of the Operator from the attribute <u>Operator Name (ID 215)</u>. The aircraft registration prefix corresponds to the State of Registry.

**Note**: the registration patterns can be found here:

https://en.wikipedia.org/wiki/List of aircraft registration prefixes.



Attribute name	MANUFACTURER/MODEL	ECCAIRS ID	21
R376/2014 name	(1) Aircraft Identification; — Make/Model/series	Parent Entity	4

	New	Change [Yes/No]
Description	Manufacturer/model	NO
Detailed description	Aircraft make/model/series	NO
Explanation	The name of the aircraft manufacturer and model according to the ICAO CICTT International Standard for Aircraft Make, Model and Series Groupings.	YES

# **ECCAIRS Coding Guidance**

The name of the aircraft manufacturer and model according to the ICAO CICTT International Standard for Aircraft Make, Model and Series Groupings, therefore in most cases the value represents certified, official name, not the commercial/popular name.

For aircraft models (manufacturers) which are not available in the list, the value "Other => select the type of aircraft or (if applicable) Not mapped" with free text name of the manufacturer and model should be used.

If Series/Subseries are not available in the value list, please select the upper level and complete information in "additional text" section.



<b>⊙</b> DEFINITION		<b>⊘ VALUE ALIAS</b>			
Value ID:	6111	Alias	Value	Default	
Description: *	216	ICAO_TYPE	A320		
Detailed:	MASTER SERIES: 200	CICTT_ID	443;		
Explanation:	AIRBUS-A320 216	TC_HOLDE R	AIRBUS		
XSD Tag:	6111	TCH_COUN TRY_NAME	FRANCE		
Domains:	RIT	TC_NAME	<u>A.064</u>		
Special Value Parent:	Normal × V	TYPE_DESC RIPTION	A318/A319/A320/A321		
		EASA_CERT IFICATE_RE FERENCE	EASA.A.064		
		PRIM_CERT IFYING_AU THORITY_C ERT_REF			
		AIRCRAFT_ CATEGORY	FIXED WING		
		AIRCRAFT_ SUB_CATE GORY	AIRPLANE		
		CERT_COU NTRY_NAM E	EUROPEAN UNION		

Au II .		500,450,45	
Attribute name	AIRCRAFT SERIAL NUMBER	ECCAIRS ID	254
R376/2014 name	(1) Aircraft Identification; — Aircraft serial number	Parent Entity	4

		Change [Yes/No]
Description	Serial number	NO
Detailed description	Manufacturer Serial Number [MSN]	YES
Explanation	The serial number of the aircraft assigned by the Manufacturer	YES

# **ECCAIRS Coding Guidance**

Please be aware that aircraft can have assigned several *serial numbers* like: Line Number (LN), Variable Number, Production Number, Block Number. Therefore, please make sure that the Manufacturer Serial Number (MSN) is the number entered in this field.

For the occurrences where MSN is not known to the reporter (but there was aircraft involved in the occurrence), phrase "UNKNOWN" should be entered here.

For occurrences not relevant to a single airframe (fleet problem, design issue affecting all aircraft certain type, etc), phrase "N/A" should be used.

**Note**: where this information is not available, you can consult websites as:

- http://www.airframes.org/²
- http://www.airfleets.net/home/³
- https://registry.faa.gov/aircraftinguiry/Search/NNumberInquiry
- https://es.mobilit.fgov.be/aircraft-registry/main/search?lang=en

 $<sup>^{2}</sup>$  There is open collaboration / open-source website, not an official register – use it with caution.

<sup>3 &</sup>lt;as above>

Attribute name	AIRCRAFT REGISTRATION	ECCAIRS ID	244
R376/2014 name	(1) Aircraft Identification; — Aircraft registration	Parent Entity	4

		Change [Yes/No]
<b>Description</b> Aircraft registration		NO
Detailed description	Aircraft registration marks	YES
	The aircraft registration mark (free text field), alternatively called the tail number, is a code unique to a single aircraft, required by ICAO to be marked on the exterior of every civil aircraft, used to identify an aircraft.	
Explanation	The registration indicates the aircraft's State of Registry. The mark consists of a nationality or common mark followed by a combination of letters and/or numbers	YES
	PLEASE MAKE SURE OF PROPER USE OF HYPHEN/DASH "-" IN REGISTRATION NUMBER.	
	For military or state aircraft, tactical number can be entered here, if aircraft has no civil registration.	

#### **ECCAIRS Coding Guidance**

The aircraft registration mark, alternatively called the tail number, is a code unique to a single aircraft, required by ICAO to be marked on the exterior of every civil aircraft, used to identify an aircraft.

The registration indicates the aircraft's State of Registry. The mark consists of a nationality or common mark followed by a combination of letters and/or numbers.

#### PLEASE MAKE SURE OF PROPER USE OF HYPHEN/DASH "-" IN REGISTRATION NUMBER. (LN-BKA not LNBKA)

An aircraft can only have one registration, in one jurisdiction, though it is changeable over the life of the aircraft.

For military or state aircraft, tactical number can be entered here, if aircraft has no civil registration. For that aircraft which have both civil and state registration (tactical number), the civil registration should be entered here.

For the occurrences where registration is not known to the reporter (but there was aircraft involved in the occurrence), phrase "UNKNOWN" should be entered here.

For occurrences not relevant to a single airframe (fleet problem, design issue affecting all aircraft certain type, etc), phrase "N/A" should be used.

#### Note:

The three-letter combinations beginning with Q used in the Q Code, and with the distress signal SOS, or other similar urgent signals, for example XXX, PAN and TTT cannot be used.

Rules regarding registration marks do not apply to meteorological pilot balloons used exclusively for meteorological purposes or to unmanned free balloons without a payload [ref. ICAO Annex 7 – Registration Marks]



Attribute name	AIRCRAFT CALL SIGN	ECCAIRS ID	54
R376/2014 name	(1) Aircraft Identification – Call Sign	Parent Entity	4

		Change [Yes/No]
Description	Call Sign	NO
Detailed description	Aircraft Call Sign	NO
Explanation	An aircraft call sign is a group of alphanumeric characters used to identify an aircraft in Air-Ground communications and to identify the aircraft in Ground-Ground Air Traffic Services communication.  Note:  The call sign of the flight sometimes differs from the operator of the aircraft (e.g. wet lease).	YES

#### **ECCAIRS Coding Guidance**

An aircraft call sign (free text field) is a group of alphanumeric characters (without dashes and spaces) used to identify an aircraft in air-ground communications and to identify the aircraft in ground-ground air traffic services communication.

According to ICAO Annex 10, three different types of aircraft call sign may be encountered:

**Type A:** corresponding to the aircraft registration mark (e.g. SPABC).

**Type B**: the telephony ICAO designator of the Company followed by the last four characters of the aircraft registration mark (e.g. SWRBABC);

**Type C**: the telephony ICAO designator of the Company followed by the flight identification (flight number) (e.g. BAW123).

State/special purpose flights can use different format, like: TIGER1, CHRISTOPH7, MEDIC4, etc.

The call sign can be in any moment changed by ATC. (e.g. to avoid call sign confusions).

#### Note:

Call sign is not a flight number (even if in some cases it contains the same numeric sequence).

The call sign of the flight sometimes differs from the operator of the aircraft (e.g. wet lease).

This attribute purpose is identification of exact flight operation, therefore the company call sign, without alphanumeric identification should not be entered here (e.g. use the BAW1234, instead of "Speedbird").



Attribute name	OPERATOR NAME	ECCAIRS ID	215
R376/2014 name	(2) Aircraft Operation; — Operator	Parent Entity	4

		Change [Yes/No]
Description	Operator name	YES
Detailed description	The name of the operator	NO
Explanation	The name of the aircraft operator exercising operational control over the flight (accountable for the flight).  Reference:  ICAO Annex 6: Part I: Operator: A person, organization or enterprise engaged in or offering to engage in an aircraft operation.	YES

#### **ECCAIRS Coding Guidance**

The Operator name in value list can be its commercial or legal name of the company, so before using a free text, please cross-check in other sources.

If the aircraft operator name is not available in the value list, please select the applicable State -> Other -> enter the name in the free text field. (For value list update please refer to the Chapter 1 of ECG <link>).

#### For Commercial Air Transport and Specialised Operations:

The name of the Operator refers to the name of an organization or enterprise who is exercising operational control of a flight, i.e. having the aircraft (also *dry lease*) listed in its Operator Certificate.

In case of wet lease/ACMI the operator's name is the name of the operator, in which Operator Certificate the aircraft is listed.

#### **For Non-Commercial Operations:**

For ATO/DTO, flying clubs/associations and other operators (NCC) the name of such operator should be selected. For natural person, please remember to select correct state of operator (if known) (Norway -> Private operator).

<u>Note:</u> in case of natural persons, the operator name shall never be filled with the real name of the person operating the aircraft according to the protection and confidentiality of such information.

Example: a private pilot with Polish license flying Austrian registered aircraft based in Germany. Under <u>Operator Name (ID 215)</u>, state selected will be Poland -> Private operator (if not stated differently in Aircraft Certificate or Registration).

#### **For Nationally Regulated Operations:**

In some states military flights are formally not operated by armed service/branch (Air Force, Navy, etc.) but by specialised unit of the armed forces (e.g. US' Air Mobility Command).



Attribute name	OPERATION TYPE	ECCAIRS ID	214
R376/2014 name	(2) Aircraft Operation; — Type of operation	Parent Entity	4

		Change [Yes/No]
<b>Description</b> Operation type		NO
Detailed description	Type of operation during the flight	YES
Explanation	The type of operation indicates the intention of the particular flight (it is linked to the approvals/certificates held by the operator).	YES

#### **ECCAIRS Coding Guidance**

If several objectives occur during one operation, select the one, which has major importance (crew training, checks conducted during CAT flight – the applicable Commercial Air Transport value should be used).

Value *Towing* is applicable for glider towing. For banner towing, the value *Aerial advertising* (ID 18) should be used.

Use the value *Illegal* if there was no approval for the operation type that was conducted during the flight.

Be aware of differences between:

- HEMS (Helicopter Emergency Medical Services which main purpose is to help the victims of accidents or transport patients from accident site to hospital);
- Air Ambulance (HOSP status, which, in principle, is planned transport of patients [or medicines, organs, other cargo] between hospitals or aerodromes;

and

 Search and Rescue, which main purpose is recovery of people from remote area, regardless of their medical condition.

In many situations privately owned "business" aircraft can be used for quite different purposes and without confirmation from the operator it is difficult to select the correct value:

- Business flights related to business activity of the operator/owner (Business value should be used);
- Commercial air taxi operations (Air Taxi value should be used);

or

Private purposes (applicable Pleasure or Flight Training/Instructional value should be selected).

Note: not to be confused with Operator Name (ID 215) or Operator Type (ID 216).



Attribute Name	AIRCRAFT CATEGORY	ECCAIRS ID	32
R376/2014 name	(3) Aircraft description; - Aircraft category	Parent Entity	4

		Change [Yes/No]
Description	Aircraft category	NO
Detailed description	Aircraft category	NO
Explanation	Aircraft Category taxonomy is a set of terms used to classify aircraft according to specified basic characteristics and certification basis.	YES

# **ECCAIRS Coding Guidance**

Each aircraft has a unique category and therefore this data field should be filled in relation with the attribute Manufacturer/Model (ID 21).

Note, that the same aircraft model can be certified or registered in different categories, therefore it should be always checked what is the correct value for exact aircraft.

Ref. to ICAO CICTT ADREP





Attribute Name	AIRCRAFT PROPULSION TYPE	ECCAIRS ID	232
R376/2014 name	(3) Aircraft description; - Propulsion type	Parent Entity	04

		Change [Yes/No]
Description	Propulsion type	NO
Detailed description	Aircraft propulsion type	NO
Explanation	The type of propulsion system used in the involved aircraft, e.g. electrical engine, reciprocating engine, turbojet or turbofan engine.	YES

# **ECCAIRS Coding Guidance**

Some of the values of this attribute seem similar, however they represent different engine types, e.g.: turboprop and turboshaft; turbofan and turbojet.

Piston-type engines are included in reciprocating engines.



Attribute Name	AIRCRAFT MASS GROUP	ECCAIRS ID	319
R376/2014 name	(3) Aircraft description; - Mass group	Parent Entity	4

		Change [Yes/No]
Description	Mass Group	NO
Detailed description	Aircraft Mass Group	NO
Explanation	The aircraft mass group is based on the Maximum certificated Take-off Mass (MTOM) specified in the individual aircraft documentation (even the same version of an aircraft can have different MTOM).  The mass is a fixed value and does not vary with changes in temperature, altitude or runway available.	YES

# **ECCAIRS Coding Guidance**

Please be aware that one aircraft type, can fall into two different categories, depending on its individual certified mass (e.g. A340, A350, B777).

**Note:** near the earth, the force of gravity creates a condition where mass is equal to weight. Thus, the confusion and the often inter-changeability of Mass and Weight (MTOM = MTOW)



Attribute name	LAST DEPARTURE POINT	ECCAIRS ID	167
R376/2014 name	(4) History of flight; - Last Departure Point	Parent Entity	4

		Change [Yes/No]
Description	Last departure point	NO
Detailed description	Last departure point	NO
Explanation	The aerodrome or place from which the flight originated.	NO

# **ECCAIRS Coding Guidance**

The last departure point is to be considered the last take-off point.

It means that for multi leg flight operations, the point of last take-off (except touch and go) is to be considered, instead of origin of the whole flight.

The flight from Paris to Sydney, with planned stop in Doha, should be considered as two separate flights.



Attribute name	PLANNED DESTINATION	ECCAIRS ID	228
R376/2014 name	(4) History of flight; - Planned Destination	Parent Entity	4

		Change [Yes/No]
Description	Planned Destination	NO
Detailed description	Planned Destination	NO
Explanation	The place of intended landing	NO

The attribute Planned Destination is to be considered as the next intended landing point.

#### Note:

For multi-leg flight operations, the point of the next intended landing (except touch and go) is to be considered as Planned Destination, instead of the last landing, the final destination of the whole flight.

The flight from Paris to Sydney, with planned stop in Doha, should be considered as two separate flights.

As this attribute refers to the <u>planned</u> destination, for diversion occurrences the actual landing airport will be entered in the attribute <u>Aerodrome Location Indicator (ID 05)</u> only.



Attribute Name	FLIGHT PHASE	ECCAIRS ID	121
R376/2014 name	(4) History of flight; - Flight Phase	Parent Entity	4

		Change [Yes/No]
Description	Flight phase	NO
Detailed description	The most significant phase of operation in which the occurrence took place	YES
Explanation	The most significant phase of operation, during which an occurrence happened.  Maintenance is not considered as a flight/operation.	YES

# **ECCAIRS Coding Guidance**

For the purposes of this taxonomy a flight (operation) begins when any person boards the aircraft with the intention of flight and continues until such time as all such persons have disembarked.

#### Note:

For any occurrence with no intended flight for example during maintenance the value: <u>Not applicable</u> should be selected.

For the occurrences, which happened during standing, taxi, tow, take-off, landing; the <u>Aerodrome Location</u> <u>Indicator (ID 05)</u> should be entered.



Attribute name	WEATHER RELEVANT	ECCAIRS ID	606
R376/2014 name	(5) Weather; - Weather relevant	Parent Entity	24

		Change [Yes/No]
Description	Weather relevant	NO
Detailed description	Weather relevance	NO
Explanation	If the weather factors influenced the outcome of the occurrence.	YES

#### **ECCAIRS Coding Guidance**

If weather influenced an occurrence it is recommended to fill the respective attributes, provided the information is available.

Although this attribute is prone to subjective judgement, the weather should be considered as relevant for example, if conditions:

- where not forecasted or where more intensive than expected and thus surprised the crew (e.g. windshear, unexpected icing etc.).
- had significant impact in course of the events. While the flight was intentionally conducted in known, "bad" weather conditions (e.g. expected and well reported crosswind on approach, forcing the crew to go-around or leading to RWY excursion etc.).

#### Notes:

Weather conditions could also contribute to occurrences that are not related to flight operations i.e. aerodrome operations, ANSP operations, Infrastructure damage at the aerodrome etc.

For gliders or paragliders, loss of lifting conditions should not be considered as weather relevant (as far as that was not connected with any extreme or unexpected phenomena).

Day/Night conditions, if not connected with any significant weather phenomena should not be considered as weather relevant.



# 2.2 - DATA FIELDS RELATING TO ANS AND SMI

Attribute name	ATM CONTRIBUTION	ECCAIRS ID	428
R376/2014 name	(1) ATM relation - ATM contribution	Parent Entity	24

		Change [Yes/No]
Description	ATM contribution	NO
Detailed description	ATM contribution to the operational occurrence	YES
Explanation	The result of an assessment or investigation of the occurrence which determined the level of contribution from the ground element of the ATM system.	YES

# **ECCAIRS Coding Guidance**

As this value (classification) is part of Risk Assessment process, the value may be different in initial report and the final one, therefore should be always checked for updates.

Origin: Eurocontrol ESARR2 Reporting and Assessment of Safety Occurrences in ATM and Skybrary ESARR 2.



Attribute name	EFFECT ON ATM SERVICE	ECCAIRS ID	436
R376/2014 name	(1) ATM relation - Effect on ATM service	Parent Entity	24

		Change [Yes/No]
Description	Effect on ATM service	NO
Detailed description	Effect on ATM service	NO
Explanation	Severity of effect of the <i>ATM specific</i> (technical) occurrences on the ability to provide safe ATM Services.  Level of degradation of ATM Services (technical) providers to provide the safe ATM Services	YES

# **ECCAIRS Coding Guidance**

To be used only for the ATM Specific occurrences.

<u>For ATM operational occurrences</u> the value "Not applicable" should be used.

Severity of effect of the ATM specific occurrences on the ability to provide safe ATM Services.

As this value (classification) is part of risk assessment process, the value may be different in initial report and the final one, therefore should be always checked for updates.

Origin: Eurocontrol ESARR2 Reporting and Assessment of Safety Occurrences in ATM and Skybrary ESARR 2.



Attribute name	ATS UNIT NAME	ECCAIRS ID	372
R376/2014 name	(2) ATS Unit Name	Parent Entity	10

		Change [Yes/No]
Description	ATS Unit Name	NO
Detailed description	ATS Unit Name	NO
Explanation	The name of the Air Traffic Service Unit.  ATS Unit name should be the name of the involved ATS unit, (e.g. Langen FIS,  EPWA TWR), not the name of the whole ANSP.	YES

# **ECCAIRS Coding Guidance**

The name of the Air Traffic Service Unit should be the name of the involved unit, including type of service provided (ACC, APP, TWR, FIS) but not the name of the whole ANSP; e.g. EPWA TWR instead of PANSA.

**Note:** the ATS Unit sector name should be provided in attribute "Sector Name" (ID 526). E.g. LEBL TWR can be split into "sectors": TWR EAST, TWR WEST and GND; ACC Warszawa, can have sectors: J, G, R, etc.



Attribute name	AIRSPACE TYPE	ECCAIRS ID	15
R376/2014 name	(1) Airspace - Airspace type	Parent Entity	3

		Change [Yes/No]
Description	Airspace type	NO
Detailed description	Airspace type	NO
Explanation	The type of the airspace, e.g. a danger area (D), a prohibited area (P) or a terminal control area (TMA).	YES

# **ECCAIRS Coding Guidance**

The type of the airspace, e.g. a danger area (D), a prohibited area (P) or a terminal control area (TMA).

The <u>Airspace Type (ID 15)</u> selection should be supplemented by Airspace Name (ID 14).

More information about airspace structure can be found in national AIP.





Attribute name	AIRSPACE CLASS	ECCAIRS ID	13
R376/2014 name	(1) Airspace - Airspace class	Parent Entity	3

		Change [Yes/No]
Description	Airspace class	NO
Detailed description	Airspace class	NO
Explanation	Alphabetically designated class of the airspace of defined dimensions.  The Airspace Class determines which specific types of flights may operate, which air traffic services are provided, and which rules of operation applies.  ICAO Annex 11.	YES

Alphabetically designated class of the airspace of defined dimensions.

The Airspace Class determines which specific types of flights may operate, which air traffic services are provided and which rules of operation applies.

ATS airspace is classified and designated in accordance with ICAO Annex 11 from A to G. Please find more information on <u>Classification of Airspace</u>



Attribute name	FIR/UIR NAME	ECCAIRS ID	16
R376/2014 name	(1) Airspace - FIR/UIR name	Parent Entity	3

		Change [Yes/No]
Description	FIR/UIR name	NO
Detailed description	Flight Information Region or Upper Flight Information Region name	YES
Explanation	A Flight Information Region (and Upper Flight Information Region) is an airspace of defined dimensions within which flight information service and alerting service are provided.  ICAO Annex 2	YES

A Flight Information Region (and Upper Flight Information Region) is an airspace of defined dimensions within which flight information service and alerting service are provided.

Please note that FIR/UIR boundaries may not match up with national borders, especially over the seas or smaller states [e.g. Jersey airspace is within FIR Brest (France)]. Also, some airspace structures can be delegated to neighbouring state's ATC units, still being formally part of the FIR of the state above which territory they exist [i.e. part of the CTR Heringsdorf (Germany) is located within FIR Warszawa (Poland)].



#### 2.3 - AERODROME RELATED DATA FIELDS

Attribute name	AERODROME LOCATION INDICATOR	ECCAIRS ID	05
R376/2014 name	(1) Location Indicator (ICAO indicator of the airport)	Parent Entity	1

		Change [Yes/No]
Description	Aerodrome name	YES
Detailed description	Aerodrome location indicator and name	YES
Explanation	Aerodrome name is the name of the involved aerodrome prefixed by the ICAO location indicator code and IATA code (if assigned) or national indicator.	YES

# **ECCAIRS Coding Guidance**

An aerodrome in this context is airfield or heliport.

Remote off- airfield operation locations (helicopter landing spots, gliders off-aerodrome landing fields, etc.) should not be considered as an aerodrome.

An aerodrome is involved in an occurrence when an occurrence happened at or in the vicinity of an aerodrome. The involved aerodrome is not necessarily the one where an occurrence has been detected. In case of diversions the aerodrome where a flight is diverted to should be selected as involved aerodrome.

#### Note:

- The ICAO location indicator and, more often, the IATA indicator can change through the years. E.g. OTHH
   (DOH): Hamad International Airport ("New Doha") inherited its IATA code from closed OTBD (DOH): Doha
   International Airport.
- 2. EDDB (BER): Berlin Brandenburg Airport inherited its ICAO code from EDDB (SXB): Berlin-Schönefeld.
- 3. Some of the NAAs assign national codes, usually for smaller aerodromes/airfields or helipads. These codes are not in line with any international standard, therefore could be confusing. E.g. KJSY: Joseph State Airport has FAA code "JSY", which is the IATA code of LGSO (JSY): Syros airport.

As the aerodromes' value list is not always up to date, make sure that the selected value is the most accurate, current value of the specific aerodrome.

If the aerodrome name is not available in the value list please enter the name in the free text field after selecting the correct state.

For value list update please refer to the section 1 of ECG.





Attribute name	LOCATION OF THE OCCURRENCE ON THE AERODROME	ECCAIRS ID	641
R376/2014 name	(2) Location on the aerodrome	Parent Entity	1

		Change [Yes/No]
Description	Location on aerodrome	NO
Detailed	Location of the accurrence on or in the vicinity of caredrems	YES
description	Location of the occurrence on or in the vicinity of aerodrome	TES
Explanation	The specific location of the occurrence on the aerodrome.	YES

This attribute should only be coded whenever the attribute <u>Aerodrome Location Indicator (ID 05)</u> has a value. Aerodrome in this context is also airfield or heliport.

Remote off-airfield operation locations (helicopter landing spots, gliders off-aerodrome landing fields, etc.) should not be considered as an aerodrome.

#### Note:

Near the aerodrome (Value ID 27) (vicinity of the aerodrome) means: off the aerodrome, but within:

- 8 km (4 NM) from ARP in regard to Aerodrome Emergency Response<sup>4</sup>;
- 10 km (5,5 NM) from ARP in regard to obstacles<sup>5</sup>;
- 13 km (7NM) from ARP for Birdstrike occurrences<sup>6</sup>;

<sup>&</sup>lt;sup>4</sup> AMC2 ADR.OPS.B.005(b) Aerodrome emergency planning

<sup>&</sup>lt;sup>5</sup> GM1 ADR-DSN.Q.846 Lighting of fixed objects

<sup>&</sup>lt;sup>6</sup> Airport Services Manual - Doc 9137 AN/898 Part 3 Wildlife Control and Reduction - 4.7 OFF-AIRPORT BIRDS



# 2.4 - AIRCRAFT DAMAGE OR PERSONAL INJURY RELATED DATA FIELDS

Attribute name	DAMAGE SEVERITY LEVEL	ECCAIRS ID	432
R376/2014 name	(1) Severity; - Highest Damage	Parent Entity	24

		Change [Yes/No]
Description	Aircraft damage level	YES
Detailed description	Aircraft highest damage level	YES
Explanation	The highest level of damage sustained by any aircraft involved in the occurrence.	NO

# **ECCAIRS Coding Guidance**

When multiple aircrafts sustained damage in an occurrence then the highest damage level among those aircrafts should be entered.

When an aircraft sustained multiple damages in an occurrence then the highest damage level should be entered. The aircraft damage level should be considered as damage to the aircraft as a whole, not to a single component (e.g. damage to the engine, even if destroyed, is not necessary considered as a significant damage to the aircraft). A contained system component failure is not to be considered as damage to the aircraft.

#### Note:

Aircraft in the definition of this attribute should be seen in context with the <u>Aircraft Category (ID 32)</u>, i.e. airplane, rotorcraft or RPAS, etc.

Regardless of an occurrence with or with no flight intended, if an aircraft suffers damage or damage to an aircraft is detected at some later stage, it should be entered.

#### Good practices are:

- Select a correct value always regardless of aircraft involvement in an occurrence, e.g. select "none" if aircraft sustained no damage.
- Select the corresponding aircraft damage level, if any damage to the aircraft related event has been coded under <a href="Event Types">Event Types</a> (ID 390).



Attribute name	INJURY SEVERITY LEVEL	ECCAIRS ID	451
R376/2014 name	(1) Severity; - Injury Level	Parent Entity	24

		Change [Yes/No]
<b>Description</b> Injury Level		NO
Detailed description  Highest Injury level	YES	
Explanation	The highest level of injury sustained by any person in the occurrence.	NO

A pre-existing medical condition (sickness/illness) is not an injury.

When multiple persons are injured during the occurrence, the highest level of the injury should be selected. The selected value should also correspond with values entered under the Grand total of following attributes:

- Fatal (ID 458)
- Serious (ID 470)
- Minor (ID 467)
- None (ID 473)
- Unknown (ID 465)

#### Note:

Without prejudice the definitions of accident and injuries (fatal, serious, minor) according to the Regulation (EU) No 996/2010 any injury during any phase of flight operations, ground operations or maintenance activities should be entered.

#### Good practices are:

- always select a correct value regardless of injuries occurred or not in an occurrence, e.g. select "none" if no injuries occurred.
- code the different injury level of involved persons in the occurrence in the "Persons on board and medical info" under the Aircraft (ID 112, 108, 100, 110, and so...).

Attribute name	NUMBER OF INJURIES ON GROUND	ECCAIRS ID	460, 466, 469, 472, 475
R376/2014 name	(2) Injuries to persons; - Number of injuries on ground (fatal, serious, minor)	Parent Entity	24

		Change [Yes/No]
Description	Total injuries on ground	YES
Detailed description	Total number of injured persons on ground	
Explanation The total number of persons injured on the ground directly involved in the occurrence.		YES

The data fields should only be filled when any person on the ground sustain injuries during an occurrence.

Number of not injured persons (ID 475) should not be entered (as it is hard to draw a border of who is involved in an occurrence).

Person boarding/deboarding aircraft (only with intention of flight) should be considered as a person on the aircraft (not person on the ground).

The operator of UAS should be considered as a person on ground.

#### Note:

Without prejudice the definitions of accident and injuries (fatal, serious, minor) according to the Regulation (EU) No 996/2010 any injury during any phase of flight operations, ground operations or maintenance activities should be entered.



Attribute name	NUMBER OF INJURIES ON AIRCRAFT	ECCAIRS ID	459, 465, 468, 471, 474
R376/2014 name	(2) Injuries to persons; - Number of injuries on aircraft (fatal, serious, minor)	Parent Entity	24

	New	Change [Yes/No]
Description	Total injuries on aircraft	YES
Detailed description	Total number of injured persons on aircraft	
Explanation	The total number of injured persons on board the aircraft involved in the occurrence.	YES

The data fields should only be filled when there are any injuries on aircraft which is involved in the occurrence [ref. Injury Severity Level (ID 451)].

If information is available, the total number of persons on board should be entered (including not injured).

Person boarding/de-boarding aircraft (only with intention of flight) should be considered as a person on the aircraft (not person on the ground).

Parachutists injured while leaving the aircraft, should be considered as injuries on board.

The operator of UAS should be considered as a person on ground.

# Note:

Without prejudice the definitions of accident and injuries (fatal, serious, minor) according to the Regulation (EU) No 996/2010 any injury during any phase of flight operations, ground operations or maintenance activities should be entered.