**CIVIL AVIATION AUTHORITY OF MALAYSIA**

**AIRCRAFT EMERGENCY / SERIOUS INCIDENT / ACCIDENT**

**REPORTING FORM**

To be sent by email to:

|  |  |  |  |
| --- | --- | --- | --- |
|  |  |  | \*Email: |
|  |  |  |  |
|  |  | Chief Executive Officer (CEO) | norazman.mahmud@caam.gov.my |
|  |  |  |  |
|  |  | Deputy CEO (Regulator) | janimd@caam.gov.my |
|  |  |  |  |
|  |  | Deputy CEO (Operations) | luniaz@caam.gov.my |
|  |  |  |  |
|  |  | Director, ANS Operations Division | suresh\_menon@caam.gov.my |
|  |  |  |  |
|  |  | Director, ANS Safety Division | rashidi@caam.gov.my |
|  |  |  |  |
|  |  | Regional Director (as appropriate) | rahmat@caam.gov.my (Peninsular) / |
|  |  |  |  |
|  |  |  | osman@caam.gov.my (Sabah) |
|  |  |  |  |
|  |  |  | petrus@caam.gov.my (Sarawak) |
|  |  |  |  |
|  |  | Director, ANS Standards & Aerodrome Div. | hajijah@caam.gov.my |
|  |  |  |  |
|  |  | Director, Flight Operations Division | emilia@caam.gov.my |
|  |  |  |  |
|  |  | Director, Airworthiness Division | collin@caam.gov.my |
|  |  |  |  |
|  |  | Director, State Safety Program Unit | mohdamri@caam.gov.my |

**\*The email address is current at publication date. However, the reporting ATSU shall monitor changes of the addressee from time to time.**

|  |  |  |
| --- | --- | --- |
| 1) | CLASSIFICATION/TYPE OF INCIDENT |  |
| 2) | DATE & TIME OF INCIDENT |  |
| 3) | POSITION OF OCCURENCE |  |
| 4) | TYPE OF AIRCRAFT |  |
| 5) | CALLSIGN AND/OR REGISTRATION |  |
| 6) | NATIONALITY |  |
| 7) | OWNER / OPERATOR |  |
| \*\*8) | POINT OF DEPARTURE AND ATD (LOCAL TIME) |  |
| \*\*9) | DESTINATION AND ETA (LOCAL TIME) |  |
| 10) | LAST REPORT ALTITUDE |  |
| 11) | LOCATION OF AIRCRAFT |  |
| 12) | NATURE OF FLIGHT (SCHEDULED, VIP, ETC) |  |
| 13) | TOTAL ON BOARD |  |
| 14) | NATURE OF EMERGENCY |  |
| 15) | CASUALTIES (IF APPLICABLE) |  |
| 16) | DAMAGE TO AIRCRAFT |  |
| 17) | ANY OTHER PERTINENT INFORMATION |  |
|  |  |  |
|  |  |  |
| 18) | BRIEF DESCRIPTION OF INCIDENT |  |
|  |  |  |
|  |  |  |
|  |  |  |

**\*\*Point of departure and destination should be written in full (layman’s words). The use of ICAO four letter code may be written as additional information but should be stated in bracket. [E.g.: Kuala Lumpur International Airport (WMKK)]**

Name : Signature :

Designation : Date :

(dd-mm-yyyy)

ATSU :