

RA 4814 - Occurrence Reporting (MRP 145.A.60)

Rationale

Accurate and timely Occurrence reporting and effective investigation is fundamental to identifying Air Safety risks and delivering effective mitigation. Unreported Occurrences, or failure to correctly capture and analyze such reporting, could lead to preventable and avoidable accidents, which compromise Air Safety and potentially increase Risk to Life. ► **This RA** ◀ requires Maintenance organizations to establish and utilize a reporting system for all Air Safety Occurrences, reportable Faults and quality issues.

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Regulation 4814(1)

Unsafe Condition Reporting (MRP 145.A.60(a))

4814(1) The organization **shall** report any condition of the Air System or component that has resulted, or may result, in an unsafe condition that is a hazard to Air Safety.

Acceptable Means of Compliance 4814(1)

Unsafe Condition Reporting (MRP 145.A.60(a))

1. ► **Nil**. ◀

Guidance Material 4814(1)

Unsafe Condition Reporting (MRP 145.A.60(a))

2. This Regulation must be read in conjunction with:
 - a. The requirements¹ for MOD Occurrence reporting.
 - b. The requirements² for ► reporting occurrences and compliance monitoring. ◀
 - c. ► ◀
 - d. The Requirements► ◀ for Fault reporting ► and investigation³. ◀

Regulation 4814(2)

Internal Occurrence Reporting (MRP 145.A.60(b))

4814(2) The organization **shall** establish an internal Occurrence reporting system to enable the collection and evaluation of such reports, including the assessment and extraction of those Occurrences to be reported► ◀.

Acceptable Means of Compliance 4814(2)

Internal Occurrence Reporting (MRP 145.A.60(b))

Common AMC

3. The system **should** identify adverse trends, corrective actions taken, or to be taken, by the organization to address deficiencies and include evaluation of all known relevant information relating to such Occurrences including a method to circulate the information as necessary.
4. An organization **should** ensure that personnel are not reprimanded for reporting or co-operating with Occurrence investigations.
5. The internal reporting process **should** be closed-loop, ensuring that actions are taken internally to address safety hazards.

¹ Refer to RA 1410 – Occurrence Reporting.

² ► Refer to RA 1200 – Air Safety Management.

³ Refer to RA 5825 – Fault Reporting and Investigation. ◀

**Acceptable
Means of
Compliance
4814(2)**

6. The process **should** provide feedback to report originators, both on an individual and more general basis, since it is important to ensure their continued support for the scheme.

7. Defence Air Safety Occurrence Reports (DASORs), raised using the Aviation Safety Information Management System (ASIMS), **should** be used to report those internal Occurrences that are deemed 'reportable Air Safety Occurrences'¹.

Additional AMC - Military Maintenance Organizations (MMOs) only

8. Nil.

Additional AMC - Approved Maintenance Organizations (AMOs) only

9. The system **should** be defined in the Maintenance Organization Exposition.

**Guidance
Material
4814(2)**

Internal Occurrence Reporting (MRP 145.A.60(b))

Common GM

10. The aim of Occurrence reporting is to identify the factors contributing to incidents and to make the system resistant to similar errors. An Occurrence reporting system **will** therefore enable and encourage free and frank reporting of any (potentially) safety related Occurrence. This will be facilitated by the establishment of a 'Just Culture'.

11. MOD Occurrence reporting requirements¹ must be read in conjunction with this Regulation, noting that the requirements¹ do not differentiate between internal and external Occurrence reporting. Adherence to these processes will satisfy the requirements of this Regulation when augmented by a suitable internal closed-loop system to report Occurrences that do not necessarily require a DASOR to be raised.

Additional GM - MMOs only

12. Where implemented by the relevant Operating Duty Holder Flight Safety Organization, MMOs may utilize hardcopy Error Management System Report Forms, to report internal Occurrences where Air Safety was not compromised, but the potential for Air Safety to be compromised in the future was recognized. Further guidance is available on the MAA Website⁴.

Additional GM - AMOs only

13. Nil.

**Regulation
4814(3)**

MOD Sponsored Reporting Action (MRP 145.A.60(c))

4814(3) The organization **shall** ensure that all reports are submitted in a form and manner established by the MAA and ensure that they contain all required information.

**Acceptable
Means of
Compliance
4814(3)**

MOD Sponsored Reporting Action (MRP 145.A.60(c))

14. Extant MOD procedures for Occurrence reporting **should** be used, including the use of ASIMS.

**Guidance
Material
4814(3)**

MOD Sponsored Reporting Action (MRP 145.A.60(c))

15. Further details of Occurrence¹, quality² and Fault reporting⁴ are published within the applicable MAA Regulatory Publications.

⁴ www.gov.uk/government/collections/reporting-air-safety-concerns.