***Bird Incident Notification***

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| Information from reporting helps the Civil Aviation Authority (CAA) learn of current and ongoing aviation risks. Reporting gives CAA a better understanding of what improvements will/can help keep people be and feel safe and secure within the aviation system.Because this data is so important, CAA has updated its forms and processes to make it easier for participants to provide this information, including the option to [report online](https://occurrencereporting.services.aviation.govt.nz/).Occurrence reporting is required under [Civil Aviation Rule Part 12](https://www.aviation.govt.nz/rules/rule-part/part-12/). Check the information required for the occurrence is provided within this form as applicable. |
| **Notification of an incident:** |
| To report an accident or serious incident freephone:  | 0508 ACCIDENT (0508 222 433) This number is monitored 24 hours every day of the week.  |
| To report other safety or security concerns freephone:  | 0508 4SAFETY (0508 472 338) This number is available during office hours (voice mail after hours). |
| **Filling in this form:** |
| Before using this form consider submitting your report via the online [occurrence reporting form](https://occurrencereporting.services.aviation.govt.nz/) in the first instance.Fill in the relevant information for the occurrence and email this form as soon as possible to: triage@caa.govt.nz. |

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| **1. Reporter’s details** |
| Name  |       | Organisation |       | Position |       |
| Date |       | Phone |       | Email |       |
| CAA participant no. |       | Investigation status | [ ]  Open | OR | [ ]  Closed |
| Reporters ref no. |       | Number of attachments *(if any)* |       |
| Have you notified any other agencies? | [ ]  No | [ ]  Yes | *If yes, which other agencies have you notified?* |
|       |

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| **2. Occurrence details** |
| Date of occurrence |       | Time |       | [ ]  NZST | [ ]  NZDT | [ ]  UTC |
| Aircraft registration | ZK -       | Aircraft make and model |       |
| Organisation participant no. |       | Organisation name |       |
| Location of occurrence |       |
| Nearest airport at time of occurrence |       | Distance from |       NM | Bearing from |       ° |
| Height AGL at time of occurrence |       | Runway used |       |
| Flight phase at time of occurrence *(select one)* | [ ]  Takeoff | [ ]  Cruise | [ ]  Circuit | [ ]  Agricultural manoeuvres |
| [ ]  Climb | [ ]  Approach | [ ]  Landing | [ ]  Unknown |
| [ ]  Other:       |
| Description of occurrence (*provide an account of what took place)* |
|       |

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| **3. Bird incident details** |
| Bird hazard | [ ]  Strike | OR | [ ]  Near strike | Bird species |       |
| Bird size | [ ]  Small | OR | [ ]  Medium | OR | [ ]  Large | OR | [ ]  Unknown |
| Number seen | [ ]  1 | OR | [ ]  2 - 10 | OR | [ ]  11 - 100 | OR | [ ]  100 + |
| Number hit | [ ]  1 | OR | [ ]  2 - 10 | OR | [ ]  11 - 100 | OR | [ ]  100 + |
| Pilot advised of birds | [ ]  Yes | OR | [ ]  No |  |
| Aircraft part(s) *(for strikes only)* |
|  | Struck | Damaged |  | Struck | Damaged |
| Nil | [ ]  | [ ]  | Fuselage | [ ]  | [ ]  |
| Windshield | [ ]  | [ ]  | Undercarriage | [ ]  | [ ]  |
| Engine | [ ]  | [ ]  | Tail | [ ]  | [ ]  |
| Propeller | [ ]  | [ ]  | Unknown | [ ]  | [ ]  |
| Wing | [ ]  | [ ]  | Other(specify): | [ ]  | [ ]  |
| Rotor | [ ]  | [ ]  |       |
| Effect(s) on flight |
| [ ]  Nil | [ ]  Engine(s) shutdown | [ ]  Go-around/missed approach |
| [ ]  Aborted takeoff | [ ]  Avoiding action | [ ]  Abnormal landing |
| [ ]  Other:       |

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| **Email this form as an attachment to** **triage@caa.govt.nz** |