

# ACCIDENT INFORMATION FOR PILOTS

Quick Reference Guide for Flight Crew Involved in an Accident or Incident

## **AIPA RECOMMENDS THAT YOU MAKE NO STATEMENTS UNTIL YOU TALK TO YOUR REPRESENTATIVE.**

**On completion of liaison with Aviation Rescue Fire Fighting (ARFF) (if applicable) and once the safety and welfare of passengers and crew has been attended to:**

- Notify your Company (*refer to Emergency Contacts for Pilots for telephone numbers*)
- Call the AIPA/IFALPA Accident/Incident Hotline
- Relocate and isolate all crew away from the accident location (*and away from passengers if possible*)
- Conduct a factual debrief with all crew
- Seek medical advice and clearance before submitting yourself to any form of interview
- If required, give a brief factual statement to government officials using the sample statement (*over page*) as a guide
- Make private notes of the events, your actions and persons you dealt with
- If required, AIPA will dispatch a representative to your location
- Do not speak to the media**
- Do not post on social media**

## **AIPA ACCIDENT/INCIDENT HOTLINE**

# **+61 2 8307 7788**

**(24 HOURS, REVERSE CHARGES ACCEPTED)**

**IFALPA: +44 1 202 653 110 (24 hours) *or***  
**Local IFALPA Member Association**  
(Refer to *Emergency Contacts for Pilots*)

**aipa**

Advancing the interests of our  
members and the profession

## SAMPLE STATEMENT (HANDWRITTEN)

I, *(name)*, am employed as a pilot by *(airline and location of main offices)*. I am based in *(location)*. I am making this statement only for the safety investigation with the understanding that it will only be used for that purpose.

I served as the *(Capt/FO/SO)* on aircraft registration *(registration number)*, which operated as *(airline name)* Flight *(number)* between *(airport name)* and *(airport name)*, and which departed *(airport name)* on or about *(UTC, day, month and year)*. The other crew members were *(list both flight crew and cabin crew, giving position and crew base)*.

I am fully qualified and current to serve as a *(Capt/FO/SO)* by *(airline)*, and I am certified by the Australian Civil Aviation Safety Authority, licence number *(licence number)*, with the following ratings: *(ratings)*. I possess a valid medical certificate dated *(date)*.

I am a citizen of *(country)*, residing at *(address)*. My passport number is *(number)*, issued by *(country)*, on *(date)*, which expires on *(date)*.

### Option 1 (preferred)

There appears to be an occurrence involving Flight *(number)*. This occurrence is currently under investigation by *(airline)* and the appropriate government authorities. I intend to cooperate fully in this investigation. I am not in a position to provide specific factual information at this time. I will provide any facts relating to the occurrence as soon as I can confirm them.

### Option 2

At approximately *(time of event)*, *(factually describe occurrence, i.e., “we lost no. 2 engine” or “smoke filled the cabin” or “we made a precautionary landing at (airport name) and evacuated the aircraft”)*. I have no information as to what caused the problem. I will fully cooperate in any investigation to determine what led to this occurrence. I will provide further facts relating to this occurrence as soon as I can obtain and confirm them.

*(signature and date)*