



# Safety Management System Objectives and Requirements

## Standard

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**Version 42**

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### Change summary

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# Appendix B Occurrence Definitions

## Air Traffic Services Occurrence Definitions

An ATS occurrence is any event that affected or could have affected ATS operational safety. ATS occurrences are categorised according to Table 2. The circumstances under which each occurrence category would constitute an ATSB Immediately Reportable Matter (IRM) or Routine Reportable Matter (RRM) are also included. If an occurrence meets the criteria for both an IRM and RRM, it is considered an IRM.

If multiple occurrence types are to be recorded, selection of the primary occurrence type must be prioritised based on:

1. the occurrence type that is categorised an IRM, and
2. the occurrence type with the highest potential risk.

### Aircraft categories for reportable matters

The ATSB define an occurrence as an IRM or RRM depending on the category of Aircraft involved in the occurrence. There are four (4) defined aircraft categories:

1. Category A (passenger transport) Aircraft Operations
2. Category B (commercial non-passenger) Aircraft Operations
3. Category C (non-commercial) Aircraft Operations
4. Category D (type-2 Remotely Piloted Aircraft and uncrewed balloons) Aircraft Operations

It may not be possible for Airservices to determine the category of the Aircraft involved in an occurrence, creating difficulty in determining the appropriate IRM or RRM reporting requirement.

For this reason, the reporting requirements noted in “Table 2 – ATS occurrence categories” assume the highest reporting requirement for each occurrence type. This reduces complexity for Airservices in determining reporting requirements, and ensures no relevant occurrences go unreported.

**Table 2 – ATS occurrence categories**

Occurrence Type	Definition
<p><b>Abnormal Operations</b></p> <p>s22</p>	<p>[Redacted content]</p>
<p>Animal Strike</p>	<p>A collision between an aircraft and an animal while the aircraft is airborne, or on the ground within a runway strip or helicopter landing site; or any intrusion of an animal within the runway strip or helicopter landing site that threatens to endanger the safety of an aircraft</p>

	<p><b>Note</b><sup>1</sup>: Not reportable by ATS when, for occurrences within the jurisdiction of an Aerodrome Operator, details of the occurrence and aircraft involved can be provided to the Aerodrome Operator (e.g. through the Airport Safety Officer)</p> <p><i>An RRM.</i></p>
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Weather / Hazardous Conditions	A meteorological phenomena or hazardous condition that is observed or reported and causes difficulty controlling an aircraft

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	<p><b>Note<sup>1</sup>:</b> Any weather phenomena that results in an aircraft deviating beyond approved tolerances or affects the safe operation of an aircraft and its passengers and crew. <i>An IRM.</i></p>
<b>Aerodrome</b>	
s22	s22
Foreign Object Damage/Debris	<p>Loose objects on the manoeuvring area of an aerodrome causing, or having the potential to cause, damage to an aircraft <i>Not an IRM or RRM.</i></p>
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<b>Miscellaneous</b>	
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Other Safety Related	s22
	<ul style="list-style-type: none"> <li>All other circumstances not defined as an occurrence type in which the safety of an aircraft or the integrity of the Air Traffic Service system may have been jeopardised.</li> </ul> <p><i>Not an IRM or RRM.</i></p>

Other – Non-Safety Related	All other circumstances not defined as an occurrence type that the reporter believes should be reported to Airservices management <i>Not an IRM or RRM.</i>
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### Occurrence Reporting Mechanisms and Timeframes

As required by SOC1.3, safety occurrences must be reported in accordance with the mechanisms and timeframes shown in Table 4.

**Table 4 – Occurrence reporting mechanisms and timeframes**

Occurrence Type	Reported to	Mechanism	Timeframe
All Safety Occurrences	Internal	CIRRIIS	As soon as practicable
Immediately Reportable Matter (IRM)	Australian Transport Safety Bureau (ATSB)	By phone	As soon as practicable
		In writing	Within 72 hours
Routinely Reportable Matter (RRM)	ATSB	In writing	Within 72 hours
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