

SOUTH AFRICAN



CIVIL AVIATION  
AUTHORITY

# CENTRALISED OCCURRENCE REPORTING SYSTEM WEBINAR

Hosted via  Microsoft Teams



Date:



**04 November 2020**

09:30 – 12:30

Presenter: Keboitihetse Fredy Tong



*Keeping you safe in the sky*



 [www.caa.co.za](http://www.caa.co.za)

 [@SACAA](https://www.linkedin.com/company/sacaa)

 [@OfficialSACAA](https://twitter.com/OfficialSACAA)

 [OfficialSACAA](https://www.instagram.com/OfficialSACAA)

 [South African Civil Aviation Authority – SACAA](https://www.facebook.com/SouthAfricanCivilAviationAuthority)

# OUTLINE

1. BACKGROUND – ANNEX 19 Requirements, and ICAO USOAP Protocol Questions
2. ECCAIRS - Centralised Occurrence Reporting System (CORS)





# 1. BACKGROUND – ANNEX 19 Requirements & ICAO USOAP Protocol Questions



## ICAO ANNEX 19 - CHAPTER 5

### 5.1 Safety Data Collection and Processing Systems

- 5.1.1 State – shall establish safety data collection and processing systems.
- 5.1.2 State – shall establish mandatory safety reporting system.
- 5.1.3 State – shall establish voluntary reporting systems.

### 5.2 Safety Data and Safety Information Analysis

- 5.2.1 State- shall establish and maintain process safety data and safety information.

### 5.3 Safety data and Safety Information Protection

- 5.3.1 State – shall accord protection to safety data and information.

### 5.4 Safety Information Sharing and Exchange

- 5.4.1 State – shall forward analysed safety information to other state when identified safety matters.
- 5.4.2 State – shall promote the establishment of safety information sharing or exchange.



## THEN and NOW

1. AIG 6.507: Has the State established an *accident and incident database* for facilitating the *effective analysis* of information obtained, including accident and incident reporting systems?



- SSP. SDA. 01: What *safety data collection* and *processing systems* has the State established to support *safety data analysis* at State level?



## 2. AIG 6.509: If yes, is the database created in a *standardised format* to facilitate data exchange? TAXONOMY.

ICAO	ADREP 2000 taxonomy
<p><b>Section: Aircraft description. (Aircraft description)</b> <i>Aircraft description in terms of its category and equipment carried on board.</i></p> <p><b>Id: 32 Aircraft category. (Aircraft category)</b> Predefined value list <i>Aircraft category. Classification of aircraft according to e.g. aeroplane, helicopter, glider, free balloon. It includes:</i></p> <ul style="list-style-type: none"> <li>- Fixed wing (The category of aircraft was a fixed wing.) <i>A fixed wing aircraft is a heavier-than-air aircraft with wing conditions of flight. May include variable geometry aircraft.</i></li> <li>- Helicopter (The category of aircraft was a helicopter.) <i>A helicopter is a heavier-than-air aircraft supported in flight more power driven rotors on substantially vertical axes.</i></li> <li>- Dirigible (The category of aircraft was dirigible.) <i>A power-driven lighter-than-air aircraft. (An 7)</i></li> <li>- Gyroplane (The category of aircraft was a gyroplane.) <i>A heavier-than-air aircraft supported in flight by the reaction of the rotor on substantially vertical axes.</i></li> </ul>	<p><b>Section: Aircraft identification. (Aircraft identification)</b> <i>Information on the aircraft manufacturer and model/series as well as the registration, serial number, year built and the call-sign of the aircraft. Enter all available information.</i></p> <p><b>Id: 54 Aircraft call sign. (Call sign)</b> Manual entry <i>The assigned International Telecommunications Union radio call sign of the aircraft. A group of letters, figures or a combination thereof which is either identical to, or the coded equivalent of, the aircraft call sign to be used in air-ground communications, and which is used to identify the aircraft in ground-ground air traffic services communication</i></p> <p><b>Id: 21 Aircraft manufacturer/model. (Manufacturer/model)</b> Predefined value list : values from table [V4 CD Aircrafts ICAO] <i>The name of the aircraft manufacturer and model.</i></p> <p><b>Id: 244 Aircraft registration. (Aircraft registration)</b> Manual entry <i>The mark used to identify an aircraft. The mark consists of a common mark or nationality mark followed by a registration mark. The nationality mark shall be selected from the series of nationality symbols included in the radio call signs allocated to the</i></p>

## SSP.GEN.13: How is safety information *shared* between the State and service providers, and amongst service providers.



3. AIG 6.511: Does the State *analyse the information* contained in accident/incident reports and the database to determine any *preventative actions*?



SSP.SDA.01: What *safety data collection* and *processing systems* has the State established to support *safety data analysis* at State level?

## Next Step

Knowing the expectations, “**what**” needed to be done

- Database
- Standardisation Format
- Data Analysis
- Data Exchange
- Preventative Actions







## 2. ECCAIRS - Centralised Occurrence Reporting System (CORS)





### ***European Co-ordinated Centre for Accident and Incident Reporting Systems:***

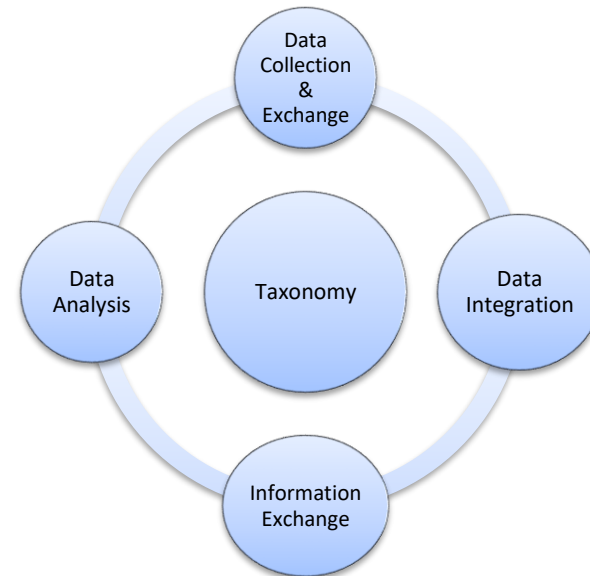
Application product developed and distributed by the European Commission's "Joint Research Centre (JRC)" to the authorities (Civil Aviation Authorities, Accident Investigation Bureaus, and Air Navigation Service Providers).



## Mission:

Assists National and European Transport entities in implementing the safety data collection, storage and dissemination requirement of:

- Regulation (EU) 996/2010 on the investigation and prevention of accidents and incidents in civil aviation; and
- Regulation (EU) 376/2014 on reporting, analysis and follow-up of occurrences in civil aviation.



## Transitional Usage:

- 2008 – software suite was redesigned for customisation and other transport modes.
- 2011 – **ECCAIRS 5** has been subjected to Licence Agreement for States outside the EU.

## System Usage:

- European Union State – (France, Germany, etc....)
- Out of Europe – (Singapore, Brazil, etc....)



# REQUIREMENTS for ECCAIRS/ ADREP COMPATIBILITY

Provisions of the required ECCAIRS electronic format output.

- Organisational Database must be ECCAIRS data output compatible;
- Submission of both Mandatory and Voluntary Occurrence Reports be in such format.

## HOW SO?

- Organisation can use ECCAIRS software (not mandatory);
- Use of any compatible safety management tool/ safety reporting tool/ safety database, should be configured to produce ECCAIRS compatible file.

**NB:** *Please contact your software service provide to ensure if your system is ECCAIRS (E5F or XML) compatible.*



# SYSTEM CAPABILITY

Application domain for Mandatory and Voluntary safety and security data/ information

## Data Quality & Management

- Data clean up and validation (Staging Repository and Departmental Repository).
- Data and information management flow (Internal).

## Business Intelligence

- Data analysis.
- Support Risk Performance Based Oversight (RPBO).
- Support SMS and SSP implementation.

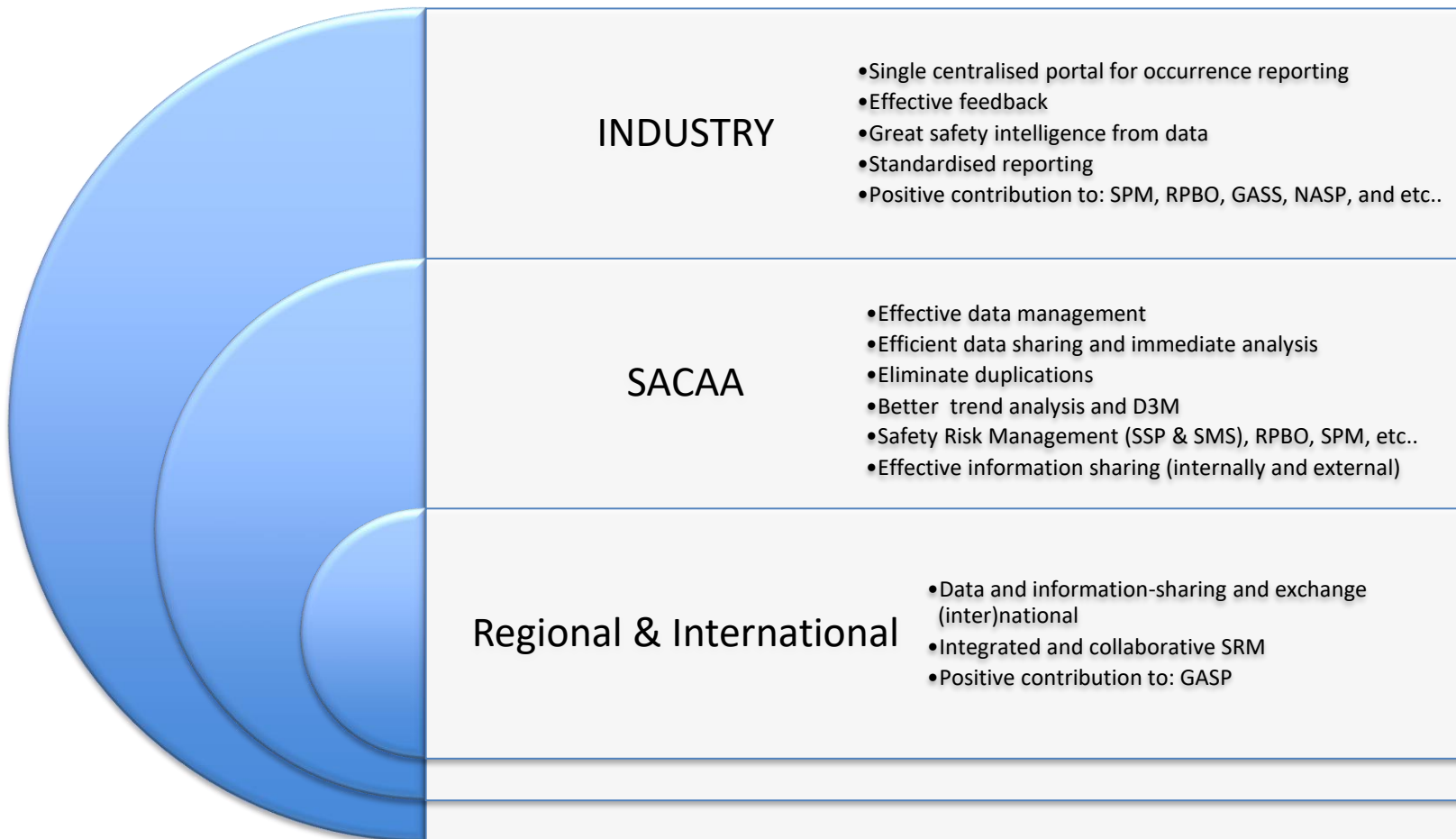
## Data Storage, Security & Control

- Controlled access to data and information (User Role).
- Stores occurrences data, manage security, application behaviour, and user management.
- Stores occurrence data records in associated repository.



# SYSTEM BENEFITS

Completely detached from the application domain





# HOW TO REPORT OCCURRENCE via ECCAIRS

This reporting solution is meant for both *Individuals* and *Organisations*

- Online Web Reporting – WEBDAS;
- Offline Document Reporting – “smart PDF” to [csr@caa.co.za](mailto:csr@caa.co.za) or [AvsecBreachReporting@caa.co.za](mailto:AvsecBreachReporting@caa.co.za)
- Standardised interface Data File Exchange.

**NB:** *The use of one method does not exclude the use of the other methods.*

Eight reporting forms (*Aviation Security Breach Reporting, Aerodrome Reporting, AIRPROX Reporting, Airworthiness Technical Reporting, Birds or Wildlife Reporting, Flight Operations Reporting, General Aviation Reporting, and Runway Incursion Reporting*) forms.

**NB:** *ATOs will use “Flight OPS Reporting” form*





# Support to Organisation

Two clearly distinguished aspects:

## 1. Technical support for the Organisation to build compliant.

- a) Documentation and associated technical specifications;
- b) Provision of additional technical advice offered by JRC to the Organisations, these requests to be streamlined through the Authority.



## 2. Authority and Operator reporting process agreement.

- a) Reporting flow from the Organisation to the Authority;
- b) How many RIT attributes should be implemented?
- c) How will the follow-up and final reports be supported by the “ECCAIRS file format?



# End of presentation

Any future questions regarding CORS: [sms@caa.co.za](mailto:sms@caa.co.za)



# DEMONSTRATION ON HOW TO REPORT ON CORS



South African Civil Aviation Authority    About Us    Information for the Industry    Public    Contact Us

## Lasers are fun...

...but blinding a pilot **isn't**.

**Don't be responsible for taking people's lives. Don't shine laser beams on aircraft!**

1 2 3 4 5 6 7 8

**Subscribe to Notifications**

Full Name

Email

Company

Mobile

Subscribe To  
Accidents and Incidents

**News update >>**    Statement by the Minister - Regional and International Travel [Read more](#)       Search...

**Information for the Public**

- Corporate Communications
- Frequently Asked Questions
- Vacancies
- Careers in Aviation
- Examinations

**Supply Chain Management**

- Tenders
- Supplier Registration

**Legal**

- Notices
- Legislation
- Applications for Exemption
- Fees

**Reporting**

- CAHRS
- Lasers
- Anonymous Tip-offs
- Report an Accident
- Centralised Occurrence Reporting System

Disclaimer | Quality Policy | Contact Us | Report | Terms of Use | Staff Login | Contact Web Administrator | About the Website

© 2017 South African Civil Aviation Authority Intellectual Property. All rights reserved.







# Centralised Occurrence Reporting System



News update >> [SACAA Service Standards](#) [Read more](#)



Search...

## Welcome to the Centralised Occurrence, Safety and Security Reporting Portal

[CLICK HERE TO LEARN HOW TO USE THE SYSTEM](#)

[CLICK HERE TO ACCESS PRINTABLE BROCHURES](#)

This portal can be used by individuals and organisations to report any aviation-related occurrences and safety and security information to the regulator in support of aviation safety and security management. The Centralised Occurrence Reporting Portal Provides:

- Online reporting.
- Off-line reporting using a PDF form that may be downloaded emailed to the address provided on the reporting page.

Reports can be submitted anonymously and confidentially. Organisations are required to have a registered user account to report occurrences. To register a user account, please send an email request to [sms@caa.co.za](mailto:sms@caa.co.za)



[CLICK HERE TO REPORT](#)

### 24 Hour Contact For Accident Or Serious Incident Reporting

Email: [AiidInbox@caa.co.za](mailto:AiidInbox@caa.co.za) / +27 (0) 60 991 9915

Maitsiedl Frank Masoga - Manager: Accident and Serious Incident Investigations  
Office: +27 (0) 11 545 1055 / Mobile: +27 (0) 83 461 6277 / E-mail: [masogaf@caa.co.za](mailto:masogaf@caa.co.za); or

Albert Phuti Morudi - Senior Manager: Accident and Incident Investigations  
Office: +27 (0) 11 545 1054 / Mobile: +27 (0) 83 461 6295 / E-mail: [morudia@caa.co.za](mailto:morudia@caa.co.za)

To report and accident or incident, [click here](#).

### Other Links

[CAHRS](#)

[Anonymous Tip-offs](#)

[Lasers](#)

[Accident and Incident Information](#)

### Contacts for More Information

Aviation Security:

[AvsecBreachesReporting@caa.co.za](mailto:AvsecBreachesReporting@caa.co.za)

Aviation Safety:

[cst@caa.co.za](mailto:cst@caa.co.za)

PDFs will require latest version of Adobe Reader



Asked for credentials when opening PDFs?  
[Please Click here](#)

Reporting Landing Page

Examples of what to report on. Sector based

Content on how to report on CORS

Link to access reporting portals

Contact details for AIID



# Centralised Occurrence Reporting System



News update >> Notice relating ASO Related Queries and Complaints Read more



Search...

## Centralised Occurrence, Safety and Security Reporting

**Reporting for Individuals**

When reporting as an individual, a new report will need to be made for each submission. Updating of previously submitted reports is not an option.

There are two ways to report an occurrence on this portal:

You can download a form, fill it out and submit it via an upload or email.

You can submit your report immediately by using an online form

**Reporting for Organisations**

Click here to submit as an organisation, these reports may not be submitted anonymously. Your details will be required and verified upon submission.

If an organisation already has an established reporting system that can integrate with the CAA occurrence reporting system, then reporting using the organisation's reporting system is encouraged. Where an organisation does not have an established reporting system, then reports should be submitted using the provided links.

There are two ways to report an occurrence on this portal:

You can download a form, fill it out and submit it via an upload or email.

You can submit your report immediately by using an online form

### Other Links

- CA-IRP
- Anonymous Tip-offs
- Lasers
- Accident and Incident Information

### Contacts for More information

- Aviation Security: [AvsecBreachesReporting@caa.co.za](mailto:AvsecBreachesReporting@caa.co.za)
- Aviation Safety: [csn@caa.co.za](mailto:csn@caa.co.za)

PDF's will require latest version of Adobe Reader



Asked for credentials when opening PDF's?

Please Click here

Reporting portals

Security: Report submission - attachment ("Smart PDF")

Safety: Report submission - attachment ("Smart PDF")

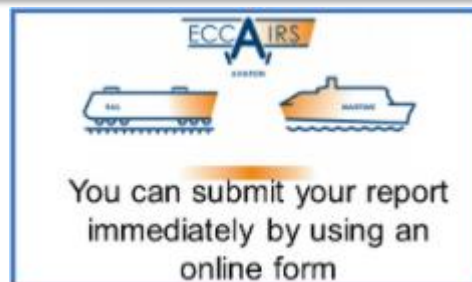
Downloadable "Smart PDF" Reporting Forms

Online Reporting Forms



# ONLINE REPORTING

1. Click on ECCAIRS login icon



2. Enter login credentials on this window

Repository	ECCAIRS5EXTERNAL
Language	English
Username	DEMO1
Password	.....
<a href="#">Change Password</a>	<input type="button" value="Login"/> <input type="button" value="Quit"/>

3. Read instruction on the window and click

**OCCURRENCE SUBMISSION ON ECCAIRS ONLINE** ✕

To Complete the occurrence form:

Step 1: Click on Occurrence drop down menu

Step 2: Click on NEW to select a template

Step 3: Select the desired template/Form

Step 4: Complete the form (Complete both occurrence and aircraft information on the left pane)

Step 5: Click on the file on the menu, select Save and Close to submit the occurrence

Don't show this message anymore



New Tab x Centralised Occurrence x E5 ECCAIRS 5 WebDAS: U x +

← → ↻ Not secure | 10.1.0.57/E5WebExternal/

South African Civil Aviation Authority

Session ▾ Occurrence ▾ Help ▾

Put cursor on occurrence dropdown menu

Click Reporting Form to be used for reporting

Main page right image

SOUTH AFRICAN CIVIL AVIATION AUTHORITY

Section/Division: South African Civil Aviation Autho  
Telephone Number: 011-545-1000  
Physical address: Khaya Lokondiza, 16 Theur Close, Watertail Park  
Postal address: Private Bag X73, Halfway House 1685

SOUTH AFRICAN CIVIL AVIATION AUTHORITY

Section/Division: South African Civil Aviation Autho  
Telephone Number: 011-545-1000  
Physical address: Khaya Lokondiza, 16 Theur Close, Watertail Park, Bekker Street, Morano, Gauteng  
Postal address: Private Bag X73, Halfway House 1685

Form Number: CA183-414  
cra@caa.co.za  
www.caa.co.za

**FLIGHT OPERATIONS REPORTING FORM**

**TECHNICAL REPORTING FORM**

**Reporter Information**  
(Free Text Entry Field)

Name  
Company  
Function  
Phone Number  
Email

**Reporter Information**  
(Free Text Entry Field)

Name  
Company  
Function  
Phone Number  
Email

**Occurrence Basic Data**

Occurrence category

**Occurrence Basic Data**

Occurrence category

Detection phase

Aircraft Airborne?

Aircraft Airborne?

Occurrence class

**Where**

State/area of occ

**Where**

State/area of occ

Occurrence Location Name

Latitude of occurrence

Longitude of occurrence

**When**

Date and Time are UTC. (Date Format YYYY-MM-DD, Time format: HH:MM)

UTC date

**When**

Date and Time are UTC. (Date Format YYYY-MM-DD, Time format: HH:MM)

UTC date

UTC time

**What**

Headline

Narrative

**What**

Headline

Narrative







New Tab | Centralised Occurrence | E5 ECCAIRS 5 WebDAS: Us | +

← → ↻ Not secure | 10.1.0.57/E5WebExternal/

South African Civil Aviation Authority

File Views

- Save
- Save and close
- Close

**SOUTH AFRICAN CIVIL AVIATION AUTHORITY**

Section/Division	South African Civil Aviation Autho	Form Number: CA
Telephone Number	011-545-1000	Email csr@caa.co.za
Physical address	Ikhaya Lokundiza, 16 Treur Close, Waterfall Park, Bekker Street, Midrand, Gauteng	
Postal address	Private Bag X73, Halfway House 1685	

### FLIGHT OPERATIONS REPORTING FORM

#### Reporter Information

(Free Text Entry Field)

Name	<input type="text"/>
Company	
Function	
Phone Number	
Email	

#### Occurrence Basic Data

Occurrence category	<input type="text" value="&gt;"/>	Detection phase	<input type="text"/>
Aircraft Airborne?	<input type="text" value="v"/>	Occurrence class	<input type="text"/>

#### Where

State/area of occ	<input type="text" value="&gt;"/>	Occurrence Location Name	<input type="text"/>
		Latitude of occurrence	<input type="text"/>
		Longitude of occurrence	<input type="text"/>

Place cursor on file, Choose suitable option



## REPORTING OFFLINE/ USING “SMART PDF”

1. Click on “PDF” icon;
2. Page with downloadable “PDF” form will be active on your screen;
3. Choose correct reporting form e.g. Flight OPS;
4. Save form on your computer;
5. Fill-in the form as according given attributes and save;
6. Send form as attachment to [csr@caa.co.za](mailto:csr@caa.co.za) or [AvsecBreachesReporting@caa.co.za](mailto:AvsecBreachesReporting@caa.co.za)



You can download a form, fill it out and submit it via an upload or email.





# Centralised Occurrence Reporting System



Choose correct Template



News update >> Important Exa

Centralised Occurrence, Saf



These reports may not be s

**SOUTH AFRICAN**



**CIVIL AVIATION  
AUTHORITY**

Section/Division

South African Civil Aviation Authority

Form Number: CA 183-416

Telephone Number

011-545-1000

Email

csr@caa.co.za

Physical address

Ikhaya Lokundiza, 16 Treur Close, Waterfall Park, Bekker Street, Midrand, Gauteng

Postal address

Private Bag X73, Halfway House 1685

www.caa.co.za

## FLIGHT OPERATIONS REPORTING FORM

### Reporter Information

(Free Text Entry Field)

Name  
Company  
Function  
Phone Number  
Email

### Occurrence Basic Data

Occurrence category

ADRM Aerodrome  
AMAN Abrupt manoeuvre  
ARC Abnormal runway contact

Detection phase

Aircraft Airborne?

Occurrence class

Where





Each organisation is requested to nominate a person/s who will undertake responsibility for management of CORS login credentials. The nominated personnel/s details:

- Company Name
- Responsible Person/s: Name and Surname
- Designation
- Email address
- Contact number/s

To be send to SACAA, ASAP: [sms@caa.co.za](mailto:sms@caa.co.za)



**16th November 2020**





# End of Demonstration

Any future questions regarding CORS: [sms@caa.co.za](mailto:sms@caa.co.za)

