



ACCIDENT & SERIOUS INCIDENT REPORTING PROCEDURE

It is the legal duty of all pilots, in terms of the air regulations, to report flying accidents and serious incidents. The objective of collecting such data is to improve the safety of hang gliding and paragliding, and not to apportion blame. The following is the standard reporting procedure and responsibilities in the event of a hang gliding or paragliding accident or serious incident:

DEFINITIONS

- a) A "serious incident" is any aviation occurrence that may potentially have resulted in an accident
- b) An "accident" is an occurrence associated with the operation of a hang glider or paraglider, which takes place from the time that the aircraft is lifted up until such time as it comes to rest;
 - i) during which time a person is fatally or seriously injured as a result of being attached to the aircraft or struck by any part;
 - ii) the aircraft sustains damage or structural failure that will adversely affect the airworthiness and would require major repair or replacement.
- c) A "serious injury" is an injury that requires hospitalisation for more than 48 hours (within 7 days of the accident), results in the fracture of any bone, involves severe lacerations, damage to internal organs.

RESPONSIBILITIES

- a) In order to get an accurate record of the accident or serious incident, several reports are required. Thus the following people shall be responsible for submitting accident reports:
 - i) All pilots directly involved in the accident.
 - ii) Any pilots who witnessed the accident.
 - iii) The first pilot to arrive at the scene of an accident.
 - iv) Any pilot requested to do so by the National or Club Licensing and Safety Officer.
 - v) The Instructor if the involved party is a student or pilot under the Instructors supervision.
- b) In the event of a fatality:
 - i) The local branch, of the South African Police, is to be notified immediately by the senior pilot on site or his delegate.
 - ii) The accident scene is not to be disturbed until permission is given by a Police Officer to do so.
 - iii) The glider and equipment is to be handed to the National Safety & Training or Club Licensing and Safety Officer for inspection.
 - iv) The National Safety & Training Officer shall notify the SAHPA Executive and the Director General of Aero Club within 48 hours of the accident.

REPORTING

- c) All accidents or serious incidents must be reported to the National Licensing & Safety Officer of SAHPA at the above address, either by fax, telephone or post.
- d) The report should be on the official accident report form or similar and should contain at least the following information:
 - i) The names and details of the pilots, passengers and persons involved in the accident or serious incident.
 - ii) The names and details of witnesses to the accident.
 - iii) The place and time of the accident.
 - iv) A description of the events leading up to the accident.
 - v) The extent of the injuries sustained, the first aid administered and the method of evacuation if applicable.
 - vi) A description of the weather conditions on the day including wind direction, velocity and variability, and thermal strength.
 - vii) A description of the terrain in relation to the wind direction.
 - viii) A description of the equipment and glider involved in the accident.
- e) Reports shall be received at the offices of SAHPA by not later than 7 days after the accident or serious incident.
- f) In the event of a fatality the National Licensing and Safety Officer shall convene an investigation committee, who shall evaluate the accident reports and submit their findings in writing to the Director General of the Aero Club within 21 days.
- g) The National Licensing & Safety Officer, or his delegate, shall keep records of all accidents and serious incidences and produce reports giving the statistics of all accidents and serious incidents to identify problem areas and improve safety. No names should be mentioned in the reports.

THE SOUTH AFRICAN HANG GLIDING & PARAGLIDING ASSOCIATION

P.O.Box 4475 HALFWAY HOUSE 1685 TEL (012) 668-1219 FAX 086-6111005 (local only)

ACCIDENT & INCIDENT REPORT

Please complete the form and fax/post to the above number/address

REPORT	HG / PG / PPG / PHG / PPC	DATE OF ACCIDENT	/ /		
NAME OF PILOT		EXPERIENCE	HRS FLIGHTS		
LICENCE GRADE		TIME OF ACCIDENT	H		
TAKE-OFF SITE USED		GLIDER MAKE & MODEL			
GLIDER SIZE		GLIDER AGE			
PLACE OF ACCIDENT		WIND DIRECTION REQUIRED FOR SITE	N / NE / E / SE / S / SW / W / NW		
WEATHER CONDITIONS		CLOUD COVER			
WIND DIRECTION ON DAY	N / NE / E / SE / S / SW / W / NW	GUST FACTOR	< 5km/h 5-10km/h >10km/h		
WIND STRENGTH (km/h)	<15 15-25 25-35 >35	VISIBILITY	GOOD / FAIR / POOR		
THERMAL STRENGTH (m/s)	<2 2-4 4-6 >6	ROTOR/TURBULENCE	YES / NO		
INJURIES SUSTAINED/ PROPERTY DAMAGE					
CASAVAC REQUIRED FOR INJURED	YES / NO	TYPE OF CASEVAC			
NAMES OF PASSENGERS (IF ANY)	1	2	3		
NAMES OF THIRD PARTIES (IF ANY)	1	2	3		
GLIDERS INVOLVED		GLIDER DAMAGE			
OPINION OF CAUSES	WIND/THERMAL TURBULENCE	RIGGING ERROR	EQUIPMENT FAILURE	LEE ROTOR	STRONG WIND
	STALL	AVOID COLLISION	PILOT FROZE/ CONFUSED	OVER CONFIDENCE	INEXPERIENCE
	CARELESSNESS	OTHER:			
DETAILED DESCRIPTION OF ACCIDENT OR SERIOUS INCIDENT (If more space is required, continue on the back of this form)					
WITNESSES	1	2	3		
DETAILS OF WITNESSES	1	2	3		
REPORT BY		SIGNATURE		DATE	/ /