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GENOT RWA 7/03 SVC B  
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///BEGIN PART 1 OF 11///

NOTICE N8020.174

SUBJECT: FAA ORDER 8020.16, AIR TRAFFIC ORGANIZATION, AIRCRAFT ACCIDENT AND INCIDENT NOTIFICATION, INVESTIGATION, AND REPORTING.

EFFECTIVE: 2/11/07

CANCEL: 12/31/07

THE FOLLOWING PARAGRAPHS, FIGURES, AND APPENDIXES ARE WITHDRAWN FROM THE FAA ORDER 8020.11B, AIRCRAFT ACCIDENT AND INCIDENT NOTIFICATION, INVESTIGATION, AND REPORTING: PARAGRAPH 9, PARAGRAPH 32, PARAGRAPHS 34 THROUGH 36, PARAGRAPH 38, PARAGRAPH 60 THROUGH 90, PARAGRAPHS 111 AND 112, PARAGRAPH 123, PARAGRAPHS 144

///END PART 1///BEGIN PART 2 OF 11///

THROUGH 159, FIGURES 4-1 THROUGH 4-4, AND APPENDIX 2. THESE PARAGRAPHS HAVE BEEN UPDATED REFLECTING THE AIR TRAFFIC ORGANIZATION AND CAN BE FOUND IN FAA ORDER 8020.16. THESE CHANGES WILL BE REFLECTED IN THE NEXT CHANGE TO ORDER 8020.11.

CHANGE PARAGRAPH 90, FAA FORM 8020-6, REPORT OF AIRCRAFT ACCIDENT, TO READ AS FOLLOWS: SUBPARAGRAPHS 90A THROUGH 90B(1), NO CHANGE.

CHANGE SUBPARAGRAPH 90B(2) TO READ AS FOLLOWS:

90B(2). ITEM 1. AIRCRAFT IDENTIFICATION AND TYPE; ITEM 2. DATE/TIME OF ACCIDENT (COORDINATED UNIVERSAL TIME OR UTC); AND ITEM 3. LOCATION OF ACCIDENT. CITY, STATE, AND SPECIFY THE LOCATION OF ACCIDENT

///END PART 2///BEGIN PART 3 OF 11///

(I.E., LOCATION ON AIRPORT, DISTANCE FROM RUNWAY, DISTANCE FROM PROMINENT LANDMARKS, STREET ADDRESS, ETC.). BE AS SPECIFIC AS POSSIBLE, DO NOT USE LATITUDE/LONGITUDE. SELF-EXPLANATORY.

SUBPARAGRAPHS 90B(3) THROUGH 90B(9), NO CHANGE.

CHANGE SUBPARAGRAPH 90B(9) TO READ AS FOLLOWS:

90B(9)A. LIST THE FULL NAMES OF PERSONNEL INVOLVED (I.E., FIRST, MIDDLE INITIAL, LAST) (DESCRIBED IN PARAGRAPH 91A). PERSONNEL AT FACILITIES PROVIDING NORMAL SERVICE STATEMENTS ARE NOT LISTED IN THIS SECTION.

NO CHANGE TO REST OF PARAGRAPH.

CHANGE PARAGRAPH 91, FAA FORM 8020-26, PERSONNEL STATEMENTS. TO READ AS FOLLOWS:

SUBPARAGRAPHS 91A THROUGH 91D(3), NO CHANGE.

CHANGE SUBPARAGRAPH 91D(4) TO READ AS FOLLOWS:

91D(4). ITEM 4.

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LOCATION OF AIRCRAFT ACCIDENT/INCIDENT. CITY AND STATE.

SUBPARAGRAPHS 91D(5) AND 91D(6), NO CHANGE.

CHANGE SUBPARAGRAPH 91D(7) TO READ AS FOLLOWS:

91D(7). ITEM 7. NAME. WITNESS FULL NAME (I.E., FIRST, MIDDLE INITIAL, LAST) (SEE PARAGRAPH 90B(A)) AND, IN PARENTHESES, HIS OR HER OPERATING INITIALS USED ON PERSONNEL LOGS AND/OR POSITION LOGS.

CHANGE SUBPARAGRAPH 91D(8) TO READ AS FOLLOWS:

91D(8). ITEM 8. TITLE. TITLE OF THE WITNESS (I.E., OM. FLM, ATCS, ETC.). NO CHANGE TO REST OF PARAGRAPH.

CHANGE PARAGRAPH 94, TRANSCRIPTION OF VOICE RECORDINGS, TO READ AS FOLLOWS:

SUBPARAGRAPHS 94A THROUGH 94D(1)(A), NO CHANGE.

CHANGE SUBPARAGRAPH

///END PART 4///BEGIN PART 5 OF 11///

94D(1)(B) TO READ AS FOLLOWS:

94D(1)(B). FOR "TO," TYPE "AIRCRAFT ACCIDENT FILE (FACILITY FILE NUMBER)."

CHANGE SUBPARAGRAPH 94D(1)(C) TO READ AS FOLLOWS:

94D(1)(C). FOR "FROM," TYPE NAME OF FACILITY PREPARING THE TRANSCRIPTION, NOT THE FACILITY MANAGER OR ACTING MANAGER'S NAME. NO CHANGE TO REST OF PARAGRAPH.

CHANGE PARAGRAPH 114, PILOT DEVIATIONS, TO READ AS FOLLOWS:

CHANGE SUBPARAGRAPH 114A TO READ AS FOLLOWS:

114A. NOTIFY THE PILOT: 114A(1). WORKLOAD PERMITTING, USING THE FOLLOWING PHRASEOLOGY: "(AIRCRAFT IDENTIFICATION) POSSIBLE PILOT DEVIATION ADVISE YOU CONTACT (FACILITY) AT (TELEPHONE NUMBER)."

114A(2). WHEN WORKLOAD DOES NOT PERMIT FOR THE ACTIONS SHOULD BE ATTEMPTED TO MAKE SURE

THE PILOT IS IMMEDIATE NOTIFICATION OF THE PILOT, ALTERNATIVE

///END PART 5///BEGIN PART 6 OF 11///

ACTIONS SHOULD BE ATTEMPTED TO MAKE SURE THE PILOT IS MADE AWARE OF THE POSSIBLE DEVIATION. SUGGESTIONS INCLUDE MAKING THE NOTIFICATION ON THE NEXT FREQUENCY THE PILOT IS ASSIGNED OR POSSIBLY CONTACTING THE OWNER OF THE AIRCRAFT AS SOON AS POSSIBLE. WHATEVER ALTERNATIVES ARE DECIDED UPON, THE INDIVIDUALS INVOLVED WILL USE THEIR BEST JUDGMENT. SUBPARAGRAPHS 114B THROUGH 114E, NO CHANGE.

CHANGE SUBPARAGRAPH 114E NOTE TO READ AS FOLLOWS:

114E NOTE. ITEM 7. BRIEF DESCRIPTION OF DEVIATION AND COMMENTS. PROVIDE THE METHOD THAT NOTIFICATION OF THE POSSIBLE DEVIATION TO THE PILOT (SEE PARAGRAPH 114A) WAS MADE. IF THE NOTIFICATION TO THE PILOT WAS NOT PROVIDED OVER THE FREQUENCY BY AIR TRAFFIC CONTROL, IT WILL BE NECESSARY TO EXPLAIN WHY. THE DESCRIPTION OF THE PILOT DEVIATION

///END PART 6///BEGIN PART 7 OF 11///

MUST INCLUDE, HOWEVER NOT BE LIMITED TO, PERTINENT ACTIONS OF THE PILOT(S) INVOLVED AND AIR TRAFFIC CONTROL, AND PILOTS OR FLIGHT CREWMEMBERS COMMENTS AND/OR CONCERNS AS REPORTED.

SUBPARAGRAPHS 114F THROUGH 114I, NO CHANGE.

CHANGE SUBPARAGRAPH 114I(1) TO READ AS FOLLOWS:

114I(1). ARMY: US ARMY AERONAUTICAL SERVICES AGENCY, ATTN: DIRECTOR OF POLICY, PLANS AND PROGRAMS, 9325 GUNSTON ROAD, BLDG 1466 SUITE N319, FT. BELVOIR, VA 22060-5582. NO CHANGE TO REST OF PARAGRAPH.

REPLACE APPENDIX 1F, FIGURE 6 (PAGES 9-12), FAA FORM 8020-17, PRELIMINARY PILOT DEVIATION REPORT (DATED 10/05), WITH FAA FORM 8020-17, PRELIMINARY PILOT DEVIATION REPORT (DATED 01/07).

CHANGE APPENDIX 2E (PAGE 16), FAA FORM 8020-6, REPORT OF AIRCRAFT ACCIDENT (PARAGRAPH 82C (3) AND PARAGRAPH 90),

///END PART 7///BEGIN PART 8 OF 11///

TO READ AS FOLLOWS:

LOCATION OF ACCIDENT. CITY, STATE, AND SPECIFY THE LOCATION OF THE ACCIDENT (I.E., LOCATION ON AIRPORT, DISTANCE FROM RUNWAY, DISTANCE FROM PROMINENT LANDMARKS, STREET ADDRESS, ETC.). BE AS SPECIFIC AS POSSIBLE, DO NOT USE LATITUDE/LONGITUDE. AIR TRAFFIC PERSONNEL INVOLVED. LIST OF THE FULL (I.E. FIRST, MIDDLE INITIAL, LAST) NAMES OF PERSONNEL INVOLVED (DESCRIBED IN PARAGRAPH 91A). PERSONNEL AT FACILITIES PROVIDING NORMAL SERVICE STATEMENTS ARE NOT LISTED IN THIS SECTION. ALL PERSONNEL LISTED IN THIS SECTION MUST ALSO HAVE A PERSONNEL STATEMENT IN THE ACCIDENT PACKAGE. INDICATE THE POSITION OF OPERATION OCCUPIED BY EACH PERSON LISTED. LIST THE FACILITIES INVOLVED AND IF ANY OF THE PERSONS LISTED WERE ACCIDENT WITNESSES.

///END PART 8///BEGIN PART 9 OF 11///

IF ADDITIONAL SPACE IS NEEDED TO LIST PERSONNEL, ENTER THEM IN ITEM 14, FAA FORM 8020-6-1. THE OPERATING INITIALS FOR EACH CONTROLLER MUST BE TYPED TO THE RIGHT OF THEIR NAME AND ENCLOSED IN PARENTHESIS. NO CHANGE TO REST OF PAGE.

CHANGE APPENDIX 2M (PAGE 62), AIRPORT DIAGRAM. CHANGE THE LAST SENTENCE TO READ AS FOLLOWS:

A GOOD CLEAN COPY OF AN AIRPORT DIAGRAM CAN BE OBTAINED AT THE FOLLOWING WEB SITE:

[HTTP://WWW.NACO.FAA.GOV/INDEX.ASP?XML=NACO/ONLINE/D\\_TPP](http://www.naco.faa.gov/index.asp?xml=naco/online/d_tpp).

NO CHANGE TO REST OF PAGE.

CHANGE APPENDIX 2N (PAGE 66), FLIGHT PROGRESS STRIPS (STATE FORM NUMBERS AND NAMES OF EACH) AND/OR IN-

///END PART 9///BEGIN PART 10 OF 11///

FLIGHT CONTACT RECORD (PARAGRAPH 82C(10)), TO READ AS FOLLOWS:

2N. FLIGHT PROGRESS STRIPS AND/OR IN-FLIGHT CONTACT RECORD (PARAGRAPH 82C (10)). ATTACH FLIGHT PROGRESS STRIPS TO PLAIN PAPER FOR REPRODUCING. ARRANGE PAGES IN CHRONOLOGICAL ORDER BEGINNING WITH THE FIRST FACILITY HAVING CONTACT WITH THE AIRCRAFT AND THEN IN ORDER OF INVOLVEMENT. IF AN IN-FLIGHT CONTACT RECORD WAS USED, ENSURE THAT THE FACILITY NAME AND DATE ARE COMPLETED AT THE TOP OF THE FORM. MAKE SURE THE NAME OF THE FACILITY PROVIDING THE FLIGHT PROGRESS AND/OR IN-FLIGHT CONTACT RECORD STRIP IS INDICATED.

CHANGE APPENDIX 2P (PAGE 82), FAA FORM 8020-3, FACILITY ACCIDENT/INCIDENT NOTIFICATION RECORD (PARAGRAPH 65B AND PARAGRAPH 84C(12)), TO READ AS FOLLOWS:

APPENDIX 2P, FAA FORM 8020-3, FACILITY ACCIDENT/INCIDENT NOTIFICATION RECORD (PARAGRAPH 65B AND PARAGRAPH 82C(12)). NO CHANGE TO REST OF PAGE.

///END PART 10///BEGIN PART 11 OF 11///

CHANGE APPENDIX 2R (PAGE 88), FAA FORM 8020-26, PERSONNEL STATEMENTS (PARAGRAPH 91), TO READ AS FOLLOWS:

LOCATION OF AIRCRAFT ACCIDENT/INCIDENT. CITY/STATE. NAME. WITNESSES FULL NAME (I.E. FIRST, MIDDLE INITIAL, LAST) AND, IN PARENTHESSES, HIS OR HER OPERATING INITIALS. TITLE.

TITLE OF WITNESS (I.E., FM, ATCS, ETC.). NO CHANGE TO REST OF PAGE  
CHANGE APPENDIX 2S (PAGE 96), WEATHER PRODUCTS (PARAGRAPH 82C(14)), TO READ AS FOLLOWS:  
MAKE NO CHANGE TO FIRST FOUR PARAGRAPHS.

CHANGE THE FIFTH PARAGRAPH TO READ:

I CERTIFY THAT THIS IS TRUE COPY OF THE ORIGINAL WHICH WAS AVAILABLE TO THE CONTROLLER.  
NO CHANGE TO REST OF PAGE.

A COPY OF FAA ORDER 8020.16, COMPLETE WITH THESE CHANGES, IS AVAILABLE ON THE FOLLOWING  
INTRANET SITE:

<FTP://ATS.AWA.FAA.GOV/AJR-8>.

IF YOU HAVE ANY QUESTIONS, PLEASE CONTACT SHARON M. BEAVAN, (202) 267-7681, OR PAUL P.  
HERNANDEZ, (202) 267-8511.

JEFFERY A. MYERS  
MANAGER, SYSTEM OPERATIONS LITIGATION

///END PART 11 OF 11///