



**CIVIL AVIATION AUTHORITY, BANGLADESH
AIR NAVIGATION ORDERS
AIRWORTHINESS REQUIREMENTS**

PART F – ACCIDENT INVESTIGATION

CHAPTER F.1	AIRCRAFT ACCIDENTS, SERIOUS INCIDENTS & INCIDENTS NOTIFICATION AND INVESTIGATION
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1. GENERAL

- 1.1 The rule 235 of the Civil Aviation Rules 1984 requires that an accident or serious incident or incident occurring to a Bangladesh registered aircraft or to any aircraft in Bangladesh territory shall be reported to the Chairman containing detail information as per the rule 236 of the CARs 1984.
- 1.2 Because this ANO deals with accident, serious incident and incident investigations and, for reasons of brevity, the terms “accidents” and “accident investigation”, as used herein, apply equally to “incidents”, “serious incidents” and “incident investigation”.
- 1.3 The rule 241 of the Civil Aviation Rules 1984 authorises the Chairman to institute an investigation in case accident by appointing an Investigator or a Chief Investigator.
- 1.4 The rule 237 requires that in case of an accident of any foreign registered aircraft within the territory of Bangladesh, the concerned States and ICAO has to be informed of the accident.

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- 1.5 The sub-rule (9) and (10) of the rule 246 requires that preliminary report shall be forwarded to the ICAO as outlined in the ICAO Doc 9756 – Manual Aircraft Accident and Incident Investigation Part IV – Reporting. Detailed information concerning the reporting of accidents and incidents to the ADREP system is contained in the ICAO Doc 9156 Accident/Incident Data Reporting (ADREP) Manual.
 - 1.6 The rule 245 requires that investigation report shall be submitted as per the format outlined in the ICAO Annex 13
 - 1.7 The rule 249 provides for appointment of a Board of Inquiry to enquire into the causes of the accident and such other matters relating to the accident as are referred to it by the Government, where an accident has been investigated under the rule 247 or 248.
 - 1.8 This ANO specifies (i) the manner in which an aircraft accident is to be notified, (ii) guidelines to be adopted for classification of all occurrences, (iii) investigation thereto, (iv) responsibilities of various organisations i.e. the Operators, Departments, Agency in providing assistance with regard to investigation and (v) responsibility for publication of the report(s).

2. DEFINITION

- 2.1 For the purpose of this Order, the definitions as mentioned under the Rule 2 of the Civil Aviation Rules, 1984 shall apply. Where a particular definition is not given under the Rule or ANO, the definitions mentioned in the ICAO Annexes shall apply.

3. NOTIFICATION

- 3.1 It is true that the definition of an incident is not specific, but it is important to bear in mind that occurrence becomes reportable, **“in which the safety of the aircraft or its occupant or any other person or property is jeopardized”**. This criterion is to be used at all times.
- 3.2 It is incumbent upon the person in command of the aircraft or if he be killed or incapacitated, in that case the owner, the operator, the hirer or other persons on whose behalf he was in command of the aircraft that the notice and information of accident as stipulated in the Rule 235 of the CARs 1984 shall be sent as soon as possible **by the quickest means available** and in any case within 24 (twenty four) hours by to the:
 - (a) The Chairman (Attn: Director Flight Safety and Regulations); **or**
 - (b) Airport Manager, nearest to the site of the accident, serious incident and incident as may be applicable; **and**
 - (c) District Commissioner (DC) Magistrate; **or**
 - (d) Officer In-charge of the nearest police station.

3.3 The report shall contain as much of the information as is readily available but its dispatch shall not be delayed due to the lack of complete information. Formal notification shall be made on the following prescribed forms of the Civil Aviation Authority as may be applicable:

(a) CA Form 470 (A): For Transport Aircraft Accident/Incident Report;

(b) CA Form 470 (B): For Non- Air Carrier Aircraft Accident Report;

(c) CA Form 470 (C): For Aircraft Special Occurrences (For use by ATC Units only)

3.4 As soon as it is possible to do so, the details omitted from the initial notification as well as other known relevant information shall be dispatched to the Chairman (Attn: Director Flight Safety and Regulations) through most suitable and quickest means available. The complete information for addresses of the Chairman may be obtained from the CAAB Website <http://caab.gov.bd> or from the AIP Bangladesh.

3.5 Responsibility of Notifying States and ICAO

3.5.1 In case of any accident involving foreign registered aircraft occurs in the territory of Bangladesh, Deputy Director (FS) shall prepare the following notification for approval of the Director Flight Safety and Regulations:

Initial Notification of accident	As per the format and content given outlined in the Chapter 4 of the ICAO Annex – 13	The Director FS&R will classify the occurrence as Incident, Serious Incident or Accident on the basis of preliminary information of damage to aircraft / property and injury suffered by persons (Crews, Passengers and others) received from the site, and ensure forwarding of the Notification with a minimum delay, but not exceeding 5 (five) days from the date of the accident, to the States mentioned in the paragraph 4.1 of the ICAO annex 13.
Preliminary Investigation Report (As prepared by the Investigator / Chief Investigator)	On the ADREP Form P NOTE: For details refer the ICAO Doc 9156 Accident/Incident Data Reporting (ADREP) Manual.	Should be forwarded within 30 (thirty) days of the appointment order of the Investigation to the States mentioned in the paragraph 7.6 of this ANO and paragraph 7.1 and 7.2 of the ICAO Annex 13.
Accident data report	On the ADREP Form D NOTE: For details refer the ICAO Doc 9156 Accident/Incident Data Reporting (ADREP) Manual.	On completion and release of the final report, the accident data be forwarded to the ICAO as mentioned in the paragraph 7.5 and 7.6 of the ICAO Annex 13. For details refer the ICAO Doc 9756 – Manual Aircraft Accident and Incident Investigation, Part IV – Reporting.

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- 3.6 The details omitted, if any, from the notification as well as other known relevant information shall be dispatched as soon as it is possible to do so, to (i) the State of Manufacture, (ii) the State of Design, (iii) State of Operator (where applicable), (iv) the State which have a special interest in the accident by virtue of fatalities or serious injuries to its citizens and (v) ICAO.
- 3.7 A list of addresses of aircraft accident and incident investigation authorities of States to whom such Notification is required to be sent can be found at the Appendix 2 to Chapter 4 of the Manual of Aircraft Accident and Incident investigation ICAO Doc 9756.
- 3.8 The State of the Operator shall also be requested to provide information regarding presence (if any) and description of dangerous goods on board the aircraft, if any.
- 3.9 The State of Registry, State of Operator, State of Design or State of Manufacturer shall each be entitled to appoint an accredited representative to participate in the investigation. These States may appoint one or more advisers, proposed by the operator, to assist its accredited representative(s).
- 3.10 In case an aircraft which is registered in Bangladesh, or belongs to a Bangladeshi Operator, has met with an accident outside Bangladesh and a notification is received from the accident investigation authority of the State of Occurrence, the Director Flight Safety and Regulations shall as soon as possible:
- (a) Acknowledge receipt of the notification;
 - (b) Provide the State of Occurrence with the available relevant information requested;
 - (c) Inform the State of Occurrence whether or not it intends to be present at the investigation;
 - (d) Provide the names and titles of the accredited representative(s) and technical advisers and the expected date of their arrival at the accident site or at the headquarters of the accident investigation authority in the State of Occurrence.
- 3.11 In addition to the statutory responsibility of notification as given in the paragraph 3.2 of this ANO, the concerned ATC unit(s) of CAAB shall also report to the Chairman (Attn. Director FS&R) of any such occurrence which comes to their knowledge.

4. INVESTIGATION

- 4.1 In case of an accident the Chairman may order an investigation under Rule 241 and appoint an Investigator for the purpose of carrying out such investigation.
- 4.2 An adhoc organisation structure for the purpose of aircraft accident investigation is shown in the **Appendix – A** of this notice.

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- 4.3 On receipt of accident information and other details, the Investigator(s) should immediately proceed to the site of accident to conduct the investigation. In case a Board of Inquiry under the Rule 249 is ordered by Government to carry out a particular accident investigation, the CAAB shall assist the Board of Inquiry with all the relevant factual information.
 - 4.4 Depending on the size and complexity of the investigation, nature of accident and investigation skills available, CAAB may constitute appropriate group(s) as outlined in the ICAO Doc 9756 Manual of Aircraft Accident and Incident Investigation, Part I – Organization and Planning, after obtaining information from site and analyzing the preliminary information and evidences on the accident. The group(s) so constituted would assist the Investigator / Chief Investigator appointed under Rule 241 of the CARs 1984 and submits their report to him including the evidences in original.
 - 4.5 The final investigation report shall be submitted by the Investigator / Chief Investigator taking into consideration the reports of the various groups assisting him in the investigation. During the investigation there would be continuous liaison between the Investigator / Chief Investigator and the Group Leader(s). The Investigator / Chief Investigator shall be responsible for submitting the final report to the Chairman within the time schedule laid down in the order of appointment of Investigator(s). In the event the report submission is delayed the Investigator / Chief Investigator shall in advance submit an Interim Report giving present status of investigation and reasons for delay.
 - 4.6 The Investigator / Chief Investigator shall have independence and unrestricted authority in the conduct of the investigation. The investigation should be properly organized, carried out, co-ordinated and supervised by the Investigator / Chief Investigator.
 - 4.7 For investigation process the procedures outlined in the ICAO Doc 9756 Manual of Aircraft Accident and Incident Investigation, Part III – Investigation should be followed until development of CAAB's own Investigation Procedures Manual.
 - 4.8 The scene of the accident/serious incident shall be visited, the wreckage examined and statements taken from witnesses.
 - 4.9 It shall be the responsibility of the Operator / Ground Handling Agent of the Operator / Airport Manager / Police to provide necessary assistance and the information required thereon to the relatives of the victims/survivors as per ICAO guidelines.
 - 4.10 Though the provision of family assistance should be separate from accident investigation, however accident investigators may provide to the families and survivors the information on issues of immediate concern such as the release of human remains and personal effects held apart of the investigation, information on the progress of the investigation in determining the causes of the accident and any safety recommendations being contemplated to prevent similar accidents.

5. PROTECTION AND PRESERVATION OF WRECKAGE & EVIDENCES

- 5.1 The Airport Manager closest to the site of an accident in coordination with Local Police authorities shall take immediately all reasonable measures to protect the evidence and to maintain safe custody of the aircraft including parts thereof and its contents until the arrival of the Investigator / Chief Investigator at the scene whenever accident or serious incident or incident occurs at a place under their jurisdiction. Normally, the action taken for safeguarding of the wreckage include the preservation by photographic or other means of any evidence which might be removed, effaced, lost or destroyed.
- 5.2 All the documents relating to the Flight, Aircraft, Crews and Personnel associated with the Flight and Aircraft, Air Traffic Services and Communication recordings & documents and Meteorological forecasts shall be segregated and sealed by the Operator and shall be handed over to Airport Manager until arrival of the Investigator / Chief Investigator at the site, who shall determine the adequacy of action as deemed appropriate and may seal any other documents pertinent to the investigation of the accident as any of the material could be of use to the investigating authority. The broad outlines of the records, which should be segregated and sealed immediately as soon as possible after the accident /serious occurs, are given in the Rule 238 of the CARs 1984.
- 5.3 The assistance of civil authorities, particularly that of local police is necessary to ensure that vital evidence is not lost. The Investigator / Chief Investigator or any other authorized person shall co-ordinate with the Police Authorities / Local Government authorities to initiate action to extricate persons from the aircraft, to arrange for immediate first aid and medical attention, to extinguish fire and removal of the persons dead or alive from the wreckage without disturbing the evidence as far as possible. The examination and identification of victims if required should be carried out in coordination with the local police authorities.
- 5.4 The Airport Manager and Police authorities closest to the site of Accident / Serious Incident/ Incident and shall ensure that the Captain and the Co-pilot are immediately subjected to medical check up for consumption of alcohol. The doctors carrying out such a medical check up shall take sample of blood, urine etc. as required for detailed chemical analysis.
- 5.5 In the event of death of the crewmembers, complete autopsy examination of fatally injured flight crew and, subject to the particular circumstances, of fatally injured passengers and cabin attendants shall be carried out. These examinations shall be expeditious and complete. The Police Authorities shall ensure that the bodies are subjected to these examinations as per Government rules.
- 5.6 If appropriate, the Medical examination of the surviving crew, passengers and involved aviation personnel, should be carried out by a physician, preferably experienced in accident investigation. These examinations should be expeditious.

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- 5.7 While rescuing the injured crewmembers, their identification and location in or around the aircraft must be carefully observed and recorded. In case the pilot and/or copilot are being found dead, the necessary photographs must be taken in-situ prior to the removal. The removal action should be such as to cause minimum of disturbance to the aircraft wreckage/parts and any such disturbance should be fully recorded. The location of the passengers should also be recorded immediately during rescue operation. However, removal of the injured to the nearest hospital must not be delayed for want of formalities with regard to the recording as stated above.
- 5.8 All the parts of the aircraft or relevant material picked up from the wreckage should be preserved and recorded on a sketch. The positions at which the flight data and voice recorders are found if installed on the aircraft should be recorded on a sketch.
- 5.9 After preliminary observations at the accident / incident site, the wreckage should be shifted to a safer site for further examination. Owner / Operator of the aircraft shall make all the arrangements to get the wreckage shifted under supervision of the Investigator / Chief Investigator.

6. DISCLOSURE OF RECORDS

- 6.1 Following records shall not be disclosed or made available to anybody for purposes other than accident or incident investigation:
- (a) All statements taken from persons by the investigation authorities in the course of their investigation;
 - (b) All communications between persons having been involved in the operation of the aircraft;
 - (c) Medical or private information regarding persons involved in the accident.
 - (d) Cockpit voice recordings and transcripts from such recordings;
 - (e) Recordings and transcriptions of recordings from ATC units;
 - (f) Opinions expressed in the analysis of information, including flight recorders information; and
 - (g) Any other document classified as “evidence”.
- 6.2 These records shall be included in the final report or its appendices only when pertinent to the analysis of the accident or incident. Parts of the records not relevant to the analysis shall not be disclosed/included in report.

7. SUBMISSION, RELEASE AND PUBLICATION OF REPORT

- 7.1 **Preliminary Investigation Report** by the Investigator / Chief Investigator should be finalized within 30 (thirty) days of the appointment order and submitted to the Chairman for forwarding to all the States as mentioned in the ICAO Doc 9756. It shall contain the requisite information including any safety hazard, either in human factor, aircraft factor and /or any other relevant factor that is prima facie evident during the early stages of investigation such as lack of piloting proficiency if any or any unwarranted disregard of safety requirements, in case these are obvious to enable framing and implementation of immediate corrective safety measures.
- 7.2 To enable the Final Report to be presented in a convenient and uniform manner, a standardized format is contained in the Chapter 6 of the ICAO Annex 13. Detailed guidance on completing each section of the Final Report is provided in the ICAO Doc 9756 – Manual of Aircraft Accident and Incident Investigation Part IV-Reporting, which shall be followed by the Investigator or the Chief Investigator.
- 7.3 The causes should include both the immediate and the deeper systemic causes. The recommendations should be for the purpose of accident prevention and any resultant corrective action.
- 7.4 Identity of involved crews/personnel shall not be disclosed in investigation report/or in any appendices attached thereto.
- 7.5 The findings of the report should primarily flow out of the analysis and the conclusions, recommendations should also be drawn out of the findings as directly relevant to accident.
- 7.6 **The Final Report** should be published within the shortest possible time, and if possible, within 12 (twelve) months of the date of the occurrence. If the report cannot be released within 12 (twelve) months, the Chief Investigator / Investigator should submit an interim report or should use some other means detailing the progress of the investigation and any safety issues identified.
- 7.7 In addition to the release and distribution of the Final Report within Bangladesh, the Director FS & R with approval of the Chairman shall send the Final Report with a minimum of delay to:
- (a) The State of Registry;
 - (b) The State of the Operator;
 - (c) The State of Design;
 - (d) The State of Manufacture;
 - (e) Any State having suffered fatalities or serious injuries to its citizens;

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- (f) Any State which provided relevant information, significant facilities or experts; and.
- (g) ICAO (in case of aircraft involving maximum mass of 5700 kgs).

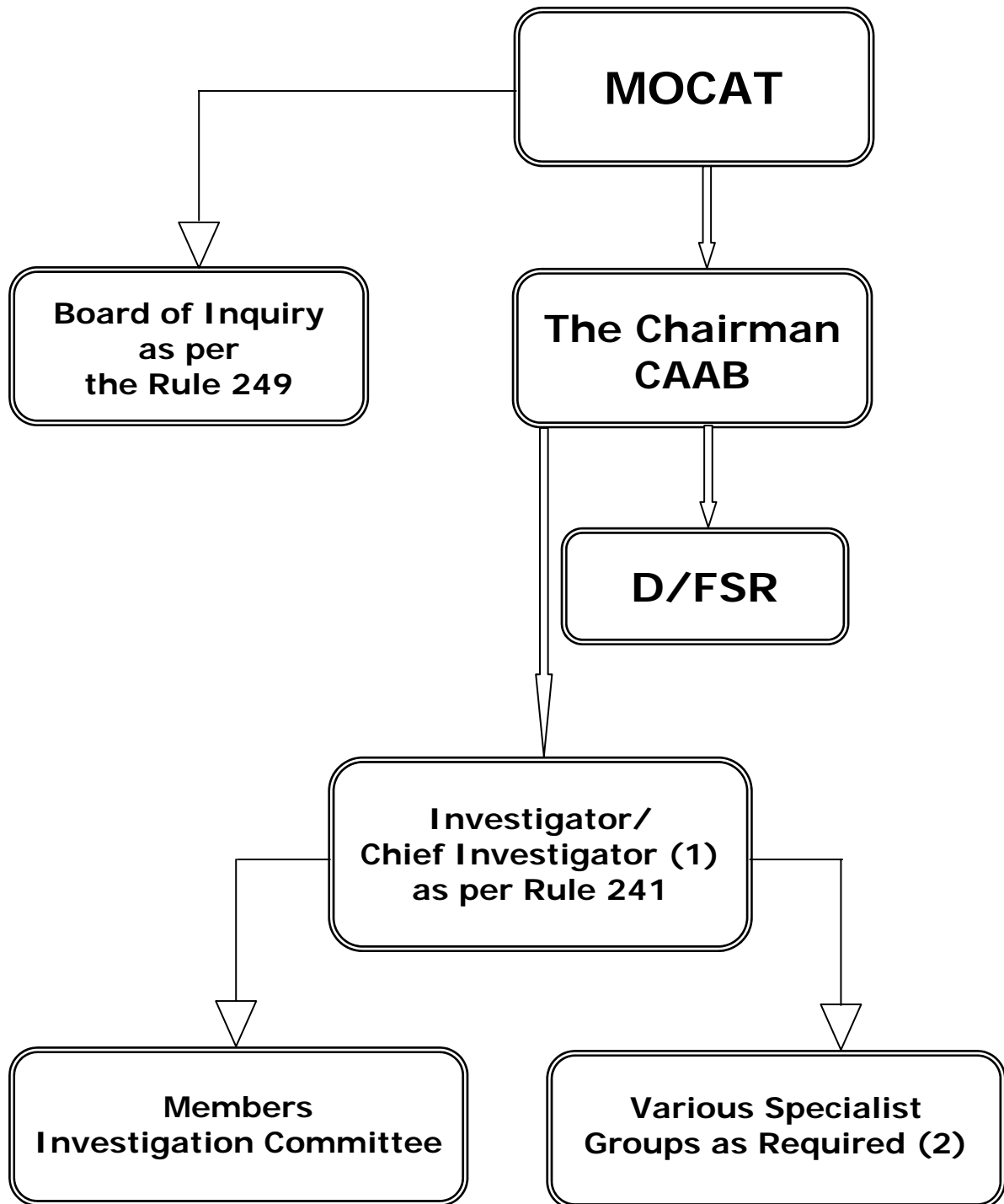
8. REOPENING OF INVESTIGATION

- 8.1 If, after the investigation has been closed, new and significant evidence becomes available, the same will be brought to the knowledge of the Chairman for consideration & re-opening of the investigation.
- 8.2 If re-opening of the investigation is deemed necessary, the Chairman may issue an expedient order for reopening of the investigation under an Investigator / Chief Investigator.
- 8.3 The Government may institute a Board of Inquiry as provided under the Rule 249 in case of an earlier investigation carried out by an Investigator / Chief Investigator appointed by the Chairman, In such case, the Investigation Report and other relevant documents pertaining to investigation shall also be presented by the Director FS&R if requested by the Board of Inquiry.

Issued in pursuance of the Rules 4, 235, 236, 238, 241, 245 and 246 of the Civil Aviation Rules 1984.



Air Cdre Sakeb Iqbal Khan Majlis, ndu, psc
Chairman
Civil Aviation Authority of Bangladesh

ADHOC ORGANIZATION STRUCTURE OF CAAB'S INVESTIGATION COMMITTEE

- (1) Investigation(s) will be appointed amongst the trained officials of CAAB from different departments i.e. Flight Inspection, Airworthiness & Engineering Licensing, ATS & Aero and also from various Airlines, Bangladesh Air Force, Meteorology Department etc.
- (2) Various groups i.e. Communication Engineering, Structural Analysis, Aircraft Systems, Manufacturer's Representatives, Medical Specialist, FDR/CVR Specialists etc may be formed in cases where required.