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Occurrence reporting

Guidance on mandatory occurrence reports (MORs) and voluntary occurrence reports (VORs) – CAP382

Occurrence reporting in the UK and the rest of Europe is governed by [European Regulation 376/2014 \(http://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32014R0376\)](#).

It requires the reporting, analysis and follow up of occurrences in civil aviation and delivers a European Just Culture Declaration.

An occurrence means any safety-related event which endangers or which, if not corrected or addressed, could endanger an aircraft, its occupants or any other person.

The purpose of occurrence reporting is to improve aviation safety by ensuring that relevant safety information relating to civil aviation is reported, collected, stored, protected, exchanged, disseminated and analysed. It is not to attribute blame or liability.

This delivers a European Just Culture Declaration.

European Legislation

[Regulation \(EU\) 376/2014 \(http://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1447326759604&uri=CELEX:32014R0376\)](#) on Occurrence Reporting Analysis and Follow-up of occurrences in civil aviation repeals Directive 2003/42/EC and regulations 1321/2007 and 1330/2007.

[Commission Implementing Regulation \(EU\) 2015/1018 \(http://eur-lex.europa.eu/legal-content/EN/TXT/?uri=uriserv%3AOJ.L_.2015.163.01.0001.01.ENG\)](#) lays down a list classifying occurrences in civil aviation to be mandatorily reported. ([http://eur-lex.europa.eu/legal-content/EN/TXT/?qid=1447326836554&uri=CELEX:32015R1018](#))

Guidance Material

This paper aims to explain the intended purpose of Regulation 376/2014 provisions and its implementing regulations, in accordance with the spirit of the agreement found between legislators. It proposes, where relevant, possible means of compliance and examples of good practice, to contribute to a consistent implementation of Regulation 376/2014 and its implementing rules across the EU.

[Access the Guidance Material \(http://www.aviationreporting.eu/AviationReporting/GuidanceMaterial.aspx\) \(http://www.aviationreporting.eu/index.php?id=208\)](#)

UK policy

For Annex II aircraft, reporting remains voluntary under the new regulations, although this may be reviewed in the future.

Under the new regulation, occurrence information can only be used to maintain or improve aviation safety. This means that we can't release occurrence information to the general public or to the media, including in response to Freedom of Information Act (FOIA).

If you need occurrence information for aviation safety you need to:

- Subscribe to CAA Publications category 'Safety Critical', **then**
- Submit form [SRG1604](http://www.caa.co.uk/SRG1604) (<http://www.caa.co.uk/SRG1604>)

For anything more detailed please complete form [SRG1605](http://www.caa.co.uk/SRG1605) (<http://www.caa.co.uk/SRG1605>).

Confidentiality

Occurrence Reports are treated confidentially to maintain full and free reporting from the aviation community and to protect the identity of the individual in accordance with EU legislation.

What should be reported?

The list of reportable occurrences are published in [Commission Implementing Regulation 2015/1018](http://eur-lex.europa.eu/legal-content/EN/ALL/?uri=uriserv:OJ.L_.2015.163.01.0001.01.ENG) (http://eur-lex.europa.eu/legal-content/EN/ALL/?uri=uriserv:OJ.L_.2015.163.01.0001.01.ENG).

This is divided into the following disciplines:

Flight Crew

- [Annex 1 – Occurrences Related To the Operation of the Aircraft](http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32015R1018&from=EN#page=3) (<http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32015R1018&from=EN#page=3>)

Design, Production, Maintenance and Continuing Airworthiness Personnel

- [Annex 2 – Occurrences Related To Technical Conditions, Maintenance and Repair of the Aircraft](http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32015R1018&from=EN#page=7) (<http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32015R1018&from=EN#page=7>)

Air Navigation Personnel

- [Annex 3 - Occurrences Related To Air Navigation Services and Facilities](http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32015R1018&from=EN#page=9) (<http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32015R1018&from=EN#page=9>)

Aerodrome Personnel

- [Annex 4 - Occurrences Related To Aerodromes and Ground Services](http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32015R1018&from=EN#page=11) (<http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32015R1018&from=EN#page=11>)

GA Pilots

- [Annex 5 - Occurrences Related To Aircraft Other Than Complex Motor-Powered Aircraft, Including Sailplanes and Lighter-Than-Air Vehicles](http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32015R1018&from=EN#page=14) (<http://eur-lex.europa.eu/legal-content/EN/TXT/PDF/?uri=CELEX:32015R1018&from=EN#page=14>)

We have produced some additional guidance to help you interpret the disciplines listed above.

(<http://www.caa.co.uk/Our-work/Make-a-report-or-complaint/MOR/The-MORs-Code/>)

Voluntary Occurrence Reporting

Voluntary Occurrence Reports (VORs) should be reported in the same format as MORs, all reports are triaged and prioritised individually, processed and analysed together.

Voluntary reports are classed as;

- *Occurrences not captured by the mandatory reporting system*
- *Other safety related information which is perceived by the reporter as an actual or potential hazard to aviation safety*

Voluntary reporting moves us from a reactive process towards proactive process, helping us identify safety concerns and allowing safety improvement measures to be implemented before they escalate.

Reporting requirements

When you submit your report, you need it to be in an ECCAIRS/ADREP compatible format.

This format is an XML / XSD specification containing the mandatory data fields and their associated value lists. This specification is published on the [European Commission Joint Research Centre's website \(http://eccairsportal.jrc.ec.europa.eu/index.php\)](http://eccairsportal.jrc.ec.europa.eu/index.php), you will need to request an account to access the schema. The schema is a subset of attributes and values selected from the whole taxonomy, called the Reduced Interface Taxonomy (RIT).

To make sure your report is in a compatible format either:

- make sure you use a compatible output direct from your reporting software, or
- submit your report via the EU Reporting Portal.

If your reporting software isn't compatible and you're unable to upgrade it to give the correct output, or you don't have any reporting software, the EU Reporting Portal is the best option.

Reporting Software Solution

For larger reporting organisations and those who seek to produce a compliant format report directly from their Reporting System, advice on how to produce and submit occurrence reports [can be found here \(/Our-work/Make-a-report-or-complaint/MOR/Reporting-Software-Solution/?LangType=2057\)](#).

European Aviation Reporting Portal

For smaller organisations and those who submit lower volumes of reports, [guidance \(http://publicapps.caa.co.uk/modalapplication.aspx?appid=11&mode=detail&id=7672\)](#) on reporting via the European Aviation Reporting Portal [can be found here \(http://publicapps.caa.co.uk/modalapplication.aspx?appid=11&mode=detail&id=7672\)](#).

- [Access the reporting portal \(http://www.aviationreporting.eu\)](http://www.aviationreporting.eu)

Related Information

[Regulations](#)

[Guidelines](#)

- [Occurrence Reporting Analysis \(EU\) 376/2014 \(https://www.easa.europa.eu/document-library/regulations/regulation-eu-no-3762014\)](https://www.easa.europa.eu/document-library/regulations/regulation-eu-no-3762014)
- [Commission Implementing Regulation \(EU\) 2015/1018 \(https://www.easa.europa.eu/document-library/regulations/commission-implementing-regulation-eu-20151018\)](https://www.easa.europa.eu/document-library/regulations/commission-implementing-regulation-eu-20151018)
- [European Aviation Safety reporting guidance material \(http://www.aviationreporting.eu\)](http://www.aviationreporting.eu)
- [ECCAIRS reporting portal UK user guidance \(http://www.caa.co.uk/cap1496\)](http://www.caa.co.uk/cap1496)