

National Reference Number:

This form should be used to report altitude deviations of 300 feet (90 metres) or more from the cleared flight level which occur above FL245. The information provided will form part of the data collection used by EUROCONTROL for European RVSM Safety Assessment purposes.

1. Date (day/month/year)	2. Name of ATS Unit	3. Aircraft Type
4. Cleared Flight Level	5. Observed Flight Level	6. Cleared Flight Level after deviation if different from Cleared Flight Level before deviation (Box 4)
7. Time Spent Deviating from Cleared Flight Level (express in seconds) (see Note 1)	8. Cause of Deviation	9. Other Traffic if Loss of Separation Occurred
		Minimum Vertical Separation (feet): Minimum Horizontal Separation (nm):
10. Crew Comments, if any, when notified of altitude deviation		
11. Additional Remarks		

Note 1: Insert in Box 7 the overall deviation time until the aircraft:

- a. returned its Cleared Flight Level (as inserted in Box 4); or
- b. was cleared to a different flight level (as inserted in Box 6), if applicable.

See reverse side for guidance on the completion of this form. When complete please send to:

EUR Regional Monitoring Agency
EUROCONTROL
DNM/COO/DCO/SCC
Rue de la Fusée, 96
B-1130 Brussels, Belgium
Fax number: +32/2/729.46.34
e-mail: EurRMA.Support@eurocontrol.int

GUIDELINES FOR COMPLETION OF ALTITUDE DEVIATION REPORT FORM

Follow State Guidance as to any additional reporting process and addresses for this Form.

Use this Form to report altitude deviations of 300 feet or more which occur above FL 245.

2. Guidance for Completion.

Complete the Form as soon as practicable after the occurrence. Fill in as many Boxes as possible. If the information requested is NOT KNOWN, use N/K.

Box 1: Insert the Day (DD), Month (MM), Year (20YY).

Box 2: Self-explanatory.

Box 3: Use ICAO aircraft type designators, as in Field 9 of the ICAO flight plan.

Box 4: Insert either the Cleared Flight Level (CFL), altitude (A), or height (H) in feet. If metric add m. Insert altimeter setting if relevant.

Box 5: Insert the aircraft's flight level during the altitude deviation as observed by ATC.

Box 6: Insert the Cleared Flight Level after the altitude deviation if different from the Cleared Flight Level before the altitude deviation.

Box 7: Insert the amount of time (in seconds) spent deviating from Cleared Flight Level. Insert the overall deviation time until the aircraft:

- a. returned to its Cleared Flight Level, as inserted in Box 4; or
- b. was cleared to a different flight level, as inserted in Box 6, if applicable.

Box 8: Insert the cause of deviation from one of the following categories:

- Pilot error;
- Controller error;
- Pilot-controller loop error (e.g. pilot misunderstands cleared flight level and reads back wrong cleared flight level, controller does not notice the error);
- Equipment (e.g. autopilot failure);
- ACAS resolution advisory manoeuvre;
- Emergency descent;
- Turbulence;
- Other;
- Unknown.

Box 9: If separation was lost, insert the horizontal and vertical spacing at the closest point.

Box 10: Self-explanatory.

Box 11: Insert additional remarks concerning any cause or factors believed relevant to the occurrence, as applicable.

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