

National Reference Number:

### ALTITUDE DEVIATION REPORT FORM

Message format for a report of an altitude deviation of 300ft or more, including those due to TCAS, turbulence and controller operational error for Safety Data Assessment.

1. Date / Time (UTC)	2. Name of ATS Unit and Sector	3. Geographical Location of Occurrence
4. Air Route	5. Flight Identification	6. Aircraft Type

7. Flight Level Assigned	8. Observed/Reported (1) Final Flight Level

9. Duration at Flight Level	10. Cause of Deviation	11. Other Traffic

12. Crew Comments, if any, when notified

13. Remarks

1. State of one of the two choices.

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

RVSM Programme Support Office  
EUROCONTROL  
Rue de la Fusée, 96  
B-1130 Brussels  
Belgium

fax number : +32/2/729.46.29  
or by e-mail to: [rvsm.office@eurocontrol.be](mailto:rvsm.office@eurocontrol.be)

## GUIDELINES FOR COMPLETION OF ALTITUDE DEVIATION REPORT FORM

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

### 1 General Data Requirements.

The height-keeping errors which will contribute to collision risk in the European RVSM area can be divided into two categories: technical errors and operational errors. Altimetry System Errors (ASE) are caused by inaccuracies in the height-keeping equipment of aircraft whereas operational errors i.e. Assigned Altitude Deviation (AAD) are caused by mistakes by ATC or flight crew which result in the aircraft being flown at incorrect levels. ASE and AAD are the main constituents of Total Vertical Error (TVE). The measurement of TVE have been established at a stringent level appropriate to the first application of RVSM in a complex, high density continental airspace.

Use this Form to report an altitude deviation of 300ft or more. For the purposes of risk assessment for RVSM, operational error data related to events above FL 245 inclusive are requested.

### 2. Specific Data Requirements for Operational Errors in the Vertical Dimension.

Operational errors in the vertical dimension can generally be classed as either aircraft deviations from cleared flight level (CFL), or operational error by the controller.

- Aircraft Deviations
  - a) Amount of time spent in level flight at incorrect flight level (minutes)
  - b) Cause of deviation (e.g., misunderstanding clearance, ACAS resolution advisory, wake turbulence, in-flight emergency)
  - c) Pilot's interpreted cleared flight level
  - d) ATC interpreted cleared flight level
  - e) Flight level at which the controller identified the deviation
  - f) Flight level to which the aircraft actually deviated
  - g) Amount of time spent deviating
- Operational Error by Controller
  - a) Amount of time spent in level flight at incorrect flight level (minutes)
  - b) Factors contributing to misjudgement
  - c) At what point misjudgement was identified
  - d) If separation lost, horizontal and vertical separation at closest point approach

### 3. Guidance for Completion.

Complete the Form as soon as practicable after the occurrence. Fill in as many Boxes as possible. Fill in relevant information, if not relevant use N/R; or if NOT KNOWN use N/K.

**Box 1:** Date (DD), Month (MM), Year (20YY), hour (hh), Minute (mm) of occurrence.

**Box 2:** Self – explanatory.

**Box 3:** State location using latitude/longitude, a place name, aerodrome, bearing/distance from a NAVAID or significant point etc.

**Box 4:** ATS route (specify). If Form used for all altitude deviation reports then specify route segment e.g. SID/STARS/aerodrome traffic circuit / landing/take-off etc.

**Box 5:** Callsign and/or registration.

**Box 6:** Use ICAO aircraft designators.

**Box 7:** Specify Flight Level (FL), altitude (A), height (H) in feet. If metric add m. Insert altimeter setting if relevant.

**Box 8:** State whether deviation observed by ATC or reported by pilot. Flight level to which the aircraft actually deviated.

**Box 9:** Amount of time spent deviating.

**Box 10:** Cause of deviation (e.g. misunderstanding clearance, ACAS resolution advisory, wake turbulence, operational error by controller or in-flight emergency).

**Box 11:** If relevant, explain geometry of involved aircraft (heading(s), speed(s) etc.

**Box 12:** Self-explanatory.

**Box 13:** Add any cause or factors believed relevant to the occurrence.