



PROCEDURES FOR WITNESSES of an Aviation Security Incident

1

Record incident details

What happened?

Record whether the incident involved:

- An aircraft
- Breach or intrusion
- Criminal activity
- Public behaviour
- Screening event
- Staff or procedures
- Suspicious items or activity
- A threat

Was an aircraft involved?

If so, record information on:

- Airline Involved
- Flight Number
- Aircraft Type
- Location of Aircraft
- Aircraft registration

2

Record your details

Name, Position, Employer, Date, Contact number

3

Notify a person with reporting responsibilities as soon as possible

People with reporting responsibilities include:

- Airport operators and aircraft operators
- Aviation security inspectors
- Airport security guards
- Screening officers
- Regulated air cargo agents
- Employees of aviation industry participants