

No	Question	Y/N	State where this is documented (Detailed location reference required or evidence attached to the form). Other comments
ADR.OR.D.030 (a)			
1	Has the aerodrome operator established and implemented a safety reporting system for all personnel and organisations operating or providing services at the aerodrome?		
ADR.OR.D.030 (b)(1)			
2	Does the system require that personnel and organisations use the safety reporting system for the mandatory reporting of any accident, serious incident and occurrence?		
ADR.OR.D.030 (b)(2)			
3	Does the system enable voluntary reporting of any defect, fault or safety hazard which could impact safety?		
ADR.OR.D.030 (c)			
4	Does the system protect the identity of the reporter, encourage voluntary reporting and include the possibility that reports may be submitted anonymously?		
ADR.OR.D.030 (d)(1)			
5	Does the aerodrome operator record all submitted reports?		
ADR.OR.D.030 (d)(2)			
6	Does the aerodrome operator analyse and assess the reports, to identify deficiencies and trends?		

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ADR.OR.D.030 (d)(3)			
7	Does the aerodrome operator ensure all organisations operating or providing services at the aerodrome participate, as relevant, in the analysis of such reports and that corrective/preventative measures identified are implemented?		
ADR.OR.D.030 (d)(4)			
8	Does the aerodrome operator conduct investigations of safety reports		
ADR.OR.D.030 (d)(5)			
9	Does the aerodrome operator refrain from attribution of blame in line with the 'just culture' principles?		
AMC1 ADR.OR.D.030 (a)(3)			
10	Does the aerodrome operator identify those events that are mandatory for reporting?		
AMC1 ADR.OR.D.030 (a)(6)			
11	Does the reporting process describe what, how, where, whom and when to report?		
AMC1 ADR.OR.D.030 (a)(7)			
12	Is the information received stored in a manner suitable for easy retrieval and analysis?		
AMC1 ADR.OR.D.030 (a)(8)			
13	Is access to the submitted reports restricted to persons responsible for storing and analysing them?		

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SAFETY REPORTING
SYSTEM

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AMC1 ADR.OR.D.030 (a)(10)			
14	Does the reporting system include a feedback system to the reporting person, on the outcome of the occurrence analysis?		