



ICAO NOTIFICATION AND REPORTING CHECKLIST

Notification of Accidents and Serious Incidents

From	Report	To	For	By
State of Occurrence	Initial Notification	State of Registry	All aircraft	Immediate/with a minimum of delay
		State of the Operator		
		State of Design		
		State of Manufacturer		
		ICAO	Aircraft over 2250kg or turbojet-powered	
State of Registry	Initial Notification	State of Operator State of Design State of Manufacturer	All aircraft	
		ICAO	Aircraft over 2250kg or turbojet-powered	

Final Report – Accident and incidents wherever they occurred

From	Report	To	For	By
State conducting the investigation	Final report	State instituting the investigation	All aircraft	Immediate/with a minimum of delay
		State of Registry		
		State of the Operator		
		State of Design		
		State of Manufacture		
		State having interest because of fatalities		
		States providing information significant facilities or experts		
		ICAO	Aircraft over 5700kg	

ADREP Report - Accident and incidents wherever they occurred

Annex Report - Accidents and incidents interest only, occurred					
From	Category	Report	To	For	By
State conducting the investigation	Accident	Preliminary	State of Registry	Aircraft over 2250kg	30 days*
			State of Occurrence		
			State of the Operator		
			State of Manufacturer		
			Any State providing information		
			ICAO		
			Same as above except ICAO	Accidents to aircraft of 2250kg or less if airworthiness or matters of interest are involved.	
	Incident	Preliminary	Not required		
State conducting the investigation	Accident	Data	ICAO	Aircraft over 2250kg	When investigation has completed
State conducting the investigation	Incident	Data	ICAO	Aircraft over 5700kg	When investigation has completed

* unless within 30 days the Accident Data report can be compiled and sent to ICAO no preliminary report is required.