



## Civil Aviation Authority of Botswana

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### **REPORTING OF AIRCRAFT ACCIDENTS/INCIDENTS IN BOTSWANA**

#### **1 INTRODUCTION**

Section 8 (3) of the Civil Aviation Act of 2011 provides for the CAAB to develop publications in relation to aviation safety, amongst others. It is therefore deemed necessary that this publication on Reporting of Aircraft Accidents/Incidents in Botswana is issued. The publication contains information meant to spell out the requirements for aircraft accident/incident reporting by all individuals, companies, organisations, etc.

#### **2. APPLICABILITY**

This notice is applicable to all individuals, companies, organisations, etc. that are connected with aircraft operation in one way or the other. This is also applicable to individuals who are not involved with operation of aircraft but who may witness/discover an aircraft accident/incident anywhere.

#### **3. PURPOSE**

To encourage and promote timely reporting of aircraft accident and/or incident occurring in Botswana or involving a Botswana-registered aircraft anywhere.

#### **4. REQUIREMENTS**

##### **4.1 RESPONSIBILITY FOR DIFFERENT ROLES**

**4.1.1** Prior to the establishment of Directorate of Accident Investigation (DAI), Civil Aviation Authority of Botswana (CAAB) was, as a matter of an interim arrangement, responsible for both regulating the civil aviation industry and investigating aircraft accidents/incidents. However, after the Civil Aviation Act of 2011 was commenced on 7 October 2011, CAAB's role was only limited to the regulatory role and DAI is

now responsible for investigation of aircraft accidents/incidents in Botswana.

## 4.2 REQUIREMENT FOR ACCIDENT/INCIDENT REPORTING

4.2.1 In Botswana, it is mandatory for all aircraft accidents and/or incidents to be reported to responsible authorities with immediate effect. Previously such reports were made to CAAB as an interim measure.

4.2.2 Now that DAI is duly established, all aircraft accidents and/or incidents occurring in Botswana or involving Botswana-registered aircraft elsewhere shall be reported instantly to DAI and CAAB may be informed of same.

4.2.3 Section 76 of Civil Aviation Act of 2011 states that anyone who gives false or misleading report shall be liable to a fine not exceeding P 5 million or imprisonment of ten years or both. Similarly the same Section shall apply to anyone who fails to immediately report an aircraft accident and/or incident knowingly in accordance with 4.2.2 above.

4.2.4 What constitutes a reportable accident or incident? All accidents/incidents are to be reported. However, **If in doubt – report it** and considerations when deciding whether or not to report an incident should be:

- Did a dangerous situation occur?
- Could a dangerous incident have occurred if circumstances had been different?
- Could a dangerous incident occur in the future if the situation being reported is not corrected?

4.2.5 Experience has shown that sometimes people delay to report accidents/incidents simply because they have not received full details of what happened. The advice is always to pass on the news even if details are still lacking, then as and when more details come in you make updates accordingly.

4.2.6 Reporting of aircraft accidents and/or incidents shall be reported to the following contacts:

Directorate of Accident Investigation – Tel: +267 362-2000 or to Captain S. P. Lloyd on Mob: +267 72-962-417 or e-mail: [sloyd@gov.bw](mailto:sloyd@gov.bw)

Mr. A. Kitunga on Mob: +267 71-803-399 or e-mail: [akitunga@gov.bw](mailto:akitunga@gov.bw)

CAAB's Flight Safety may be reached at Tel: +267 368-8200 or Mr. O. B. Moakofi on Mob: +267 71-349-084 or e-mail: [omoakofi@caab.co.bw](mailto:omoakofi@caab.co.bw); Captain D. F. Ellitson on Mob: +267 771-328-094 or e-mail: [dellitson@caab.co.bw](mailto:dellitson@caab.co.bw); Mr. J. Ebineng on Mob: +267 71-377-946 or e-mail: [jebineng@caab.co.bw](mailto:jebineng@caab.co.bw)