

This document has kindly been reproduced with the permission of the British Aerobatic Association. All people acting in an official capacity at competitions are to be conversant with these procedures. It is a good idea for the CD or AAC/Chapter President (or his delegate) to cover the key items in a pre-comp briefing to officials.

1.0 Overview of Procedures

- 1.1 In the event of a serious accident or casualty at an Australian Aerobatic Club (AAC) contest or event, the host airfield's emergency response plan will be activated.
- 1.2 AAC officials will support the host airfield staff to provide an appropriate response to the incident.
- 1.3 The procedures invoked to deal with such aviation related incidents are based on the principles described in the FAI Guidelines and Sporting Codes found at <http://www.fai.org/fai-documents>.

2.0 Planning Meeting with Host Airfield

- 2.1 The CD must liaise with the host airfield management team (Airfield Manager, CFI or other appropriate person) before the event to discuss arrangements for the competition, to include:
 - a) Flight operating procedures.
 - b) Emergency response procedures (including Major Incident Plans).
 - c) Location and procedures for use of the aerobatic box. The CD and airfield management team should work together to agree an appropriate location for the aerobatic box, giving consideration to keeping aerobatic contest flights clear of occupied buildings, significant public areas or facilities, local villages and noise sensitive areas.
- 2.2 Designation of an Incident Control Centre. A room or office should be designated for use as the Incident Control Centre. The CD and the airfield management would use this room as the central point from which to co-ordinate the response to the incident. Ideally, this should be close to ATC so that use can be made of air band radio facilities.

3.0 AAC Incident Response Team

- 3.1 A response to a serious accident or casualty will be coordinated by the CD and the Airfield Manager or other appropriate person.

- 3.2 The CD may appoint other AAC volunteers to help with the management of the incident response as he feels appropriate. These roles may include:
- a) Deputy CD assigned to be the CD's representative at the incident site and elsewhere on the airfield as and when required.
 - b) Public relations officer assigned to deal with press and media enquiries.

4.0 Immediate Response to an Incident

- 4.1 Participants should report the occurrence of an incident to a contest official, to the member of any local staff responsible for managing air traffic, or to another member of the airfield staff, whichever is quicker, who must immediately contact the local air traffic management personnel to inform them of the incident.
- 4.2 The local air traffic management personnel will call 000 to alert the emergency services (fire, ambulance, and police) and activate the airfield's emergency response and major incident plan as appropriate.
- 4.3 Further management of the situation will be coordinated by the airfield staff, supported by the AAC CD.

5.0 Role of Participants

- 5.1 Once the alarm has been raised, if a victim involved in the incident needs help and the rescue team has not arrived on scene, participants must consider the danger they and other participants may be exposed to if a rescue is attempted. The professional incident response teams will have the training and equipment needed to respond to the incident appropriately and in most cases it is best to let the professional team handle the situation.
- 5.2 A participant must not attempt to move a victim unless asked to do so by the rescue team, under their supervision, except if the victim is in imminent danger and the rescue team has not arrived on scene. However, participants must be aware that any intervention in these circumstances could place both the victim and the participant in grave danger.
- 5.3 In circumstances where it has been established that no further assistance can be given to the pilot (or any other people involved in the incident) and that a fatal incident has occurred, the accident site must be secured and measures implemented to ensure that the area remains undisturbed

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until the Police and Air Accident Investigators arrive on scene. An effort should be made to shield the accident site from view if possible.

- 5.4 Witnesses to the accident should be requested by the CD or his deputy to remain on-site until the police have said they can leave.
- 5.5 Participants should not watch video footage of the incident until given permission to do so by the police or ATSB, but should hand any photographs or video footage of the incident to the CD.
- 5.6 When the contest participants next meet (morning briefing, or a special briefing), the CD should provide basic facts about the incident, including action taken and decisions made regarding the future continuation of the contest.
- 5.7 There will almost certainly be media and public enquiries or presence at the event site and/or the site of any major accident (which may be off the event site). Opinions, assumptions, and the names of individuals involved should not be passed to the media. A properly constructed announcement will be released to the public and media by the AAC President on behalf of the AAC.