

AVIATION SAFETY REPORTING FORM

FAQs For Use

ATTENTION! Pilots, Air Carriers, Owners and Other Holders of FAA Licenses - Do You Depend on Your License or Certificate For Your Livelihood?

- If you have made a mistake and inadvertently violated the FARs, the FAA may take enforcement action in the form of suspension, revocation, or civil penalties. This Aviation Safety Report (ASR) Form can be submitted in confidence, to NASA to obtain “Sanction Immunity.”
- If the FAA proves you committed the violation, it may go on your record, but the “sanction” such as revocation, will be avoided if you properly file this form.
- **Recommendation:**
 1. **Download Tracking Log** to maintain a record of submittal of ASR Form (compliments of The Phillip J. Kolczynski Law Corporation).
 2. **Download the ASR Form**
 3. **Download Adobe Acrobat Reader** (free reader from Adobe, Mac or Windows) to print out **both the Tracking Log and ASR Form** and keep your airplane or briefcase in the event that you make a mistake.
- If you think you may have inadvertently committed an airspace, separation, communication or any other unintentional violation - **FILE the ASR Form!**

WARNING! *An FAA License or Certificate Holder must prove that the ASR Form was delivered or postmarked, within ten (10) days of the incident in order to qualify for sanction immunity.*

FAA Advisory Circular No. 00-46c, explains that you cannot claim “Sanction Immunity” by means of an Aviation Safety Report in any of the following circumstances:

- Deliberate actions which violate the Federal Aviation Regulations
- Criminal Activity - Remember - Don’t do the crime if you can’t do the time!
- Aviation Accidents (an “accident,” distinguished from an “incident” is defined in 49 C.F.R. 830.2 as involving death, serious injury or substantial aircraft damage)
- FAA confirmed violations within the last five (5) years
- Actions revealing a lack of competency or qualifications to hold a license

WARNING! If you think any of these exceptions may apply to you, retain an Aviation Lawyer to obtain attorney-client privileged advice before you file the form. If you are involved in criminal activity - Do NOT file the form, contact a Criminal Law Specialist. The form might be used against you if there is an accident or criminal activity. FAR 91.25.

AVIATION SAFETY REPORT TRACKING LOG

Compliments of: The Phillip J. Kolczynski Law Corporation
E-mail: phil@aviationlawcorp.com
URL: http://www.aviationlawcorp.com

DIRECTIONS FOR USE:

1. Download the ASR Form from NASA, then print it from your computer. You will need Adobe Acrobat Reader which can be obtained FREE from Adobe at “http://www.adobe.com/Acrobat/readstep.html”
2. Do not worry if this form comes out on two or three pages. Use plain paper to amplify the description, if necessary. Simply fasten together the official NASA portions and fill them out by hand. (The Government Form is not designed to be completed on a computer).
3. Make sure you fill in the Identification Strip so that NASA can return it to you, confirming receipt of your report. Don’t rely on the Identification Strip alone as proof of filing. What if NASA doesn’t receive it, and ten (10) days pass --You’ll have no way of proving you satisfied the ten (10) day requirement!
4. **Recommendation: SUBMIT THE ASR Form to NASA by Certified Mail.** Why take a chance on First Class Mail or other delivery methods (Many Commercial Delivery Services do not certify overnight delivery to P.O. Boxes). Remember, the burden is on the License Holder to prove that the form was postmarked or delivered to NASA, at the appropriate address listed below, within ten (10) days of the incident.
5. Keep a copy of this Tracking Log in your airplane, briefcase, glove compartment, etc.
6. Place the correctly addressed NASA ASR Form in a mailing envelope and prepare the envelope in accordance with U.S. Post Office instructions for delivery via “Certified Mail - Return Receipt Requested.” Mail it within ten (10) days of the incident to:

NASA Aviation Safety Reporting Program
P.O. Box 189
Moffett Field, California 94035-9800

LOG

DATE and approximate time OF INCIDENT	____/____/19____
Approximate LOCATION of incident	____/____/19____
DATE OF CERTIFIED MAILING with Return Receipt	____/____/19____
Double check NASA ADDRESS on mailing envelope	CHECK BELOW:
	YES, I DID _____
DATE of return of Certified Mail RETURN RECEIPT	____/____/19____
DATE stamped on IDENTIFICATION STRIP from NASA	____/____/19____