



**Federico Fellini**  
**International Airport**  
 Rimini (Italy) - Republic of San Marino

**Ground Safety Report**  
 Mod. SMS01

Ed. 02 - Rev. 00

10 Jun 11



## GROUND SAFETY REPORT

*Forward to Safety Management System Dpt*

FAX +39 0541 373649

E-MAIL s.lotti@riminiairport.com

Reserved to SM:

GSR CODE

RECEIVED ON

**A**

### GENERAL DATA & WEATHER CONDITIONS

#### 1 – TIME AND PLACE

DATE	UTC HOUR	DAY	NIGHT
APRON	APRON Nr		STAND Nr
	TAXILANE Id		TAXILANE INTERSECTION
SERVICE AREAS	SERVICE ROAD		PERIMETER ROAD
	BAGGAGE HANDLING		MAINTENANCE HANGAR
MANOEUVRING AREA	TAXIWAY Id		RUNWAY STRIP
	RUNWAY Id		RUNWAY INTERSECTION

#### 2 – GENERAL CODIFICATION

ACCIDENT	INCIDENT	SERIOUS INCIDENT			ANOMALOUS OCCURENCE	
RUNWAY INCURSIONS CLASSIFICATION		A	B	C	D	E

#### 3 – AIRPORT EMERGENCY PLAN

APPLIED	YES	ALERT
	NO	EMERGENCY
		ACCIDENT

#### 4 – WEATHER CONDITIONS

CAVOK	WIND <i>Knots</i> <i>Deg</i>	RAIN
THUNDERSTORM	SNOW	OTHER



<b>B</b>	<b>INVOLVED ITEMS</b>	
<b>1 – AIRCRAFTS</b>		
FLIGHT NR	A/C TYPE	REG
CPT	CREW	LEG
TOTAL PAX O/B	BAGS	FREIGHT
DANGEROUS GOODS:	CODE	kg
FLIGHT NR	A/C TYPE	REG
CPT	CREW	LEG
TOTAL PAX O/B	BAGS	FREIGHT
DANGEROUS GOODS:	CODE	kg
<b>2 – VEHICLES</b>		
VEHICLE TYPE	PLATE	COMPANY
DRIVER		
VEHICLE TYPE	PLATE	COMPANY
DRIVER		
<b>3 – INFRASTRUCTURES</b>		
INFRASTRUCTURE TYPE		
PLANT TYPE		
<b>5 – FOD / FOREIGN OBJECT DAMAGE</b>		
FOD TYPE		
<b>4 – PEOPLE</b>		
NAME AND SURNAME		
COMPANY	JOB TITLE	
NAME AND SURNAME		



COMPANY		JOB TITLE	
NAME AND SURNAME			
COMPANY		JOB TITLE	
NAME AND SURNAME			
COMPANY		JOB TITLE	
<b>5 - DETAILED DESCRIPTION OF THE EVENT</b>			
<b>6 - DIAGRAM OF THE INCIDENT SCENARIO</b>			
<b>C</b>	<b>ACTIVITIES &amp; CONSEQUENCES</b>		
<b>2 - DAMAGES CAUSED BY THE EVENT</b>			
<b>3 - DESCRIPTION OF ANY CORRECTIVE ACTION TAKEN TO AVOID THE EVENT</b>			
<b>4 - USEFUL SUGGESTIONS TO PREVENT SIMILAR EVENTS</b>			
<b>5 - ATTACHEMENTS</b>			
PICTURES	WEATHER REPORT		OTHER



**D**

**PERSON SUBMITTING THE REPORT**

NAME AND SURNAME

COMPANY

JOB TITLE

TELEPHONE NR

SIGNATURE

**INSTRUCTIONS FOR COMPLETING THE GROUND SAFETY REPORT – GLOSSARY**

**Accident** – An occurrence associated with the operation of an aircraft which takes place between the time any person boards the aircraft with the intention of flight until such time as all such persons have disembarked, in which:

- a) a person is fatally or seriously injured as a result of: - being in the aircraft, or - direct contact with any part of the aircraft, including parts which have become detached from the aircraft, or - direct exposure to jet blast, except when the injuries are from natural causes, self-inflicted or inflicted by other persons, or when the injuries are to stowaways hiding outside the areas normally available to the passengers and crew; or
- b) the aircraft sustains damage or structural failure which: - adversely affects the structural strength, performance or flight characteristics of the aircraft, and - would normally require major repair or replacement of the affected component, except for engine failure or damage, when the damage is limited to the engine, its cowlings or accessories; or for damage limited to propellers, wing tips, antennas, tires, brakes, fairings, small dents or puncture holes in the aircraft skin; or c) the aircraft is missing or is completely inaccessible.

**Serious Incident** – An incident involving circumstances indicating that an accident nearly occurred.

**Incident** – An occurrence, other than an accident, associated with the operation of an aircraft which affects or could affect the safety of operation.

**Anomalous Occurrence** – an occurrence without safety effect.

**Runway Incursion** – Any occurrence at an aerodrome involving the incorrect presence of an aircraft, vehicle or person on the protected area of a surface designated for the landing and take off of aircrafts.

**Classification of runway incursions:**

- **A** – a serious incident in which a collision is narrowly avoided;
- **B** – an incident in which separation decreases and there is significant potential for collision, which may result in a time critical corrective/evasive response to avoid a collision;
- **C** – an incident characterized by ample time and/or distance to avoid a collision;
- **D** – an incident that meets the definition of runway incursion such as the incorrect presence of a single vehicle, person or aircraft on the protected area of a surface designated for the landing and take off of aircrafts but with no immediate safety consequences;
- **E** – insufficient information or inconclusive or conflicting evidence precludes a severity assessment

**REPORTING POLICY**

*Filling of this report has no legal purpose. Information will be used only in order to identify and analyze operational risks and will be handled in compliance with D.lgs 196/2003.*