

First Responders Aircraft Accident Checklist

FAA (SW) REGIONAL COM CENTER **310.725.3300**

NTSB COM CENTER **202.314.6290**

NTSB Contact _____ **Phone #** _____

FAA Contact _____ **Phone #** _____

Date _____ **Time** _____

City/State _____ **Zip Code** _____

Latitude _____ **Longitude** _____

Registration Number (N for US aircraft) _____

Make _____ **Model** _____

Total on board _____ **Injuries** _____

Damage _____

PILOT _____ **Home Phone** _____

Address _____ **Cell Phone** _____

City/St/Zip _____ **email** _____

Pilot Certificate # _____ **Medical -Class / Date Issued** _____

Departure Point _____ **Departure Time** _____

Destination _____ **Insurance Carrier** _____

Owner/Operator _____ **Phone** _____

Address _____ **Cell Phone** _____

City/St/Zip _____ **email** _____

Did they file flight plan _____ **Did they get a weather brief** _____

DOCUMENTATION

§ 830.10 Preservation of aircraft wreckage, mail, cargo, and records.

Prior to the time the Board or its authorized representative takes custody

- Wreckage, mail, or cargo may not be disturbed or moved except to the extent necessary to:
 - To remove persons injured or trapped;
 - To protect the wreckage from further damage;
 - To protect the public from injury

Treat the accident site as a crime scene

Weather Conditions

Cloud Cover	
Wind	
Visibility	
Temperature	
Light Conditions	

HAZMAT Conditions

Fuel leaks (Tanks breached)	
Visually check fuel level inside tanks	
Check position of fuel selector valve	

Landing gear problems - Position of gear selector in cockpit	
ELT Turn off / disconnect	

Witness statements

Name	
Address	
Phone number / email	

Accident Site

Dimensions of overall accident site	
Mark location and identify major debris pieces (number with permanent ink marker, put location on wreckage or airport diagram)	
Mark victims locations	
Are medications present	
Aircraft and pilot logbooks	
Mark any wreckage that is cut	
Put line across area to cut to aid in alignment during reconstruction	
Can use spray paint or tape – cut in the middle of the marked area	

Photo Documentation

Overall accident site	
Main Wreckage from 8 cardinal points	
Moveable surfaces (flight controls)	
Cockpit (Flight Controls, Engine Controls, Instrument panel)	
First Identified Point of Contact (Ground scars, witness marks on objects, paint transfer, etc.)	