



EKU AVIATION Safety Management System (SMS)

This form should be used to report an accident or any existing or potentially hazardous behavior or condition identified at I39. You may also report safety hazards by calling (859) 622-1014 or Fax to (859) 622-8138

Email to aviationsafety@eku.edu

Mail to Aviation Safety Officer-EKU Aviation, 521 Lancaster Avenue Whalin Technology Complex Richmond, KY 40475 as soon as possible after the hazard has been identified.

Event Description

(To be completed by the person reporting the event)

Date _____ Time _____ AM PM

Weather Rain Wind Thunderstorm Fog Ice/Snow Other: _____

Visibility Dawn Daylight Dusk Night Smoke Dust

If Flight: ASOS/METAR Info: _____

Type Accident Incident Hazardous Behavior Unsafe Situation Other

Location (Vicinity)

Main FBO Hangar Ramp FBO Silver Hangar Maintenance Fuel Farm
 Parking Lot Taxiway Runway Restroom Offices Other: _____

Items Involved in the Event

Aircraft N# _____ Airplane Helicopter Piston Turbine
FAR Part 91 Part 135 Part 121 Flight Training
 Ground Vehicle Type Automobile Fuel truck Golf Cart Service Cart Lawnmower
 Maintenance Door Hangar Door Ladder Tow Bar Furniture Tug
 Baggage Cart Private Vehicle Owner _____ Contact Info _____
 Other: _____

Description (Please provide a detailed description of the event or hazard including specific location. Use Additional Paper if needed.)

Recommendations (Please provide any suggestions or recommendation to correct the issue or prevent recurrence.)

Optional Reporter Information*

Name _____

Address _____

City ST ZIP _____

Phone Alternate _____

Email _____

Organization/Position _____

Confidentiality Commitment

You may submit the form anonymously if you so choose. If you do provide your name, it will only be used by the Safety Officer/SMS Administrator to enhance the understanding of the event with follow-up actions if applicable. NO PUNITIVE ACTION WILL BE TAKEN.

This is a penalty-free program.