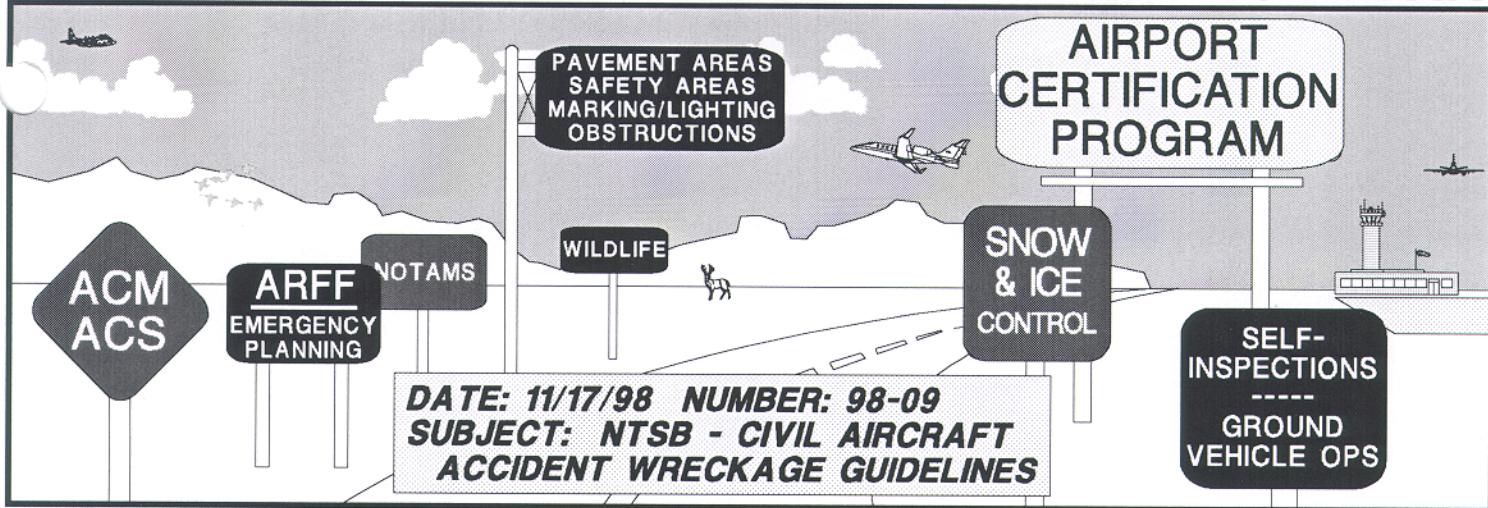


AIRPORT CERTIFICATION INFORMATION BULLETIN



Airports and responding agencies need to be sensitive not to disturb any evidence (wreckage or deceased victims) unless movement is required over concerns of public safety.

The enclosed guidelines, published by the National Transportation Safety Board, address these and other important issues.

Please distribute and discuss this information with all personnel and agencies that are included in your Airport Emergency Plan.

REMINDER...

DURING YOUR AIRPORT'S ANNUAL "EMERGENCY PLAN REVIEW", PLEASE REMEMBER TO VERIFY ALL TELEPHONE NUMBERS FOR ACCURACY!



GUIDELINES FOR STATE OR LOCAL LAW ENFORCEMENT AUTHORITIES REGARDING PRELIMINARY CUSTODY OF CIVIL AIRCRAFT ACCIDENT WRECKAGE, RECORDS, MAIL AND CARGO AT THE SCENE BEFORE THE OFFICE OF AVIATION SAFETY REPRESENTATIVE ARRIVES.

Pursuant to the Federal Aviation Act of 1958, as amended, the National Transportation Safety Board (NTSB) is responsible for the investigation and determination of the probable cause of all accidents involving civil aircraft.

Section 701 of this Act authorizes the Board to examine and test, to the extent necessary, all component parts of the aircraft, property aboard the aircraft, and, in the case of any fatal accident, to examine the remains of any deceased person aboard the aircraft at the time of the accident who dies as a result of the accident, and to conduct autopsies or such other tests thereof as may be necessary to the investigation of the accident.

Section 902 of the Act provides that any person who knowingly and without authority removes, conceals, or withholds any part of the civil aircraft involved in an accident, or any property which was aboard such aircraft involved in an accident, or any property which was aboard such aircraft at the time of the accident, shall be subject to a fine of no less than \$100 nor more than \$5000, or imprisonment for not more than one year, or both.

The Office of Aviation Safety (OAS) is the section of the NTSB responsible for the investigation of all civil aircraft accidents, including all those involving public use aircraft. An agreement exists between the NTSB and the FAA wherein the FAA may be requested to investigate and report the circumstances of certain categories of aircraft accidents to the NTSB through the OAS. These accidents generally consist of non-fatal accidents with a few selected fatal accidents. Under these circumstances the FAA Inspector will be representing the OAS.

The following general guidelines are suggested for your consideration as a course of action to be followed by law enforcement representatives arriving on the scene of a civil aircraft accident:

- ➔ Immediately advise the nearest FAA facility (air traffic control tower, flight service station, etc.) or the NTSB regional office of the facts concerning the accident. If an FAA facility is notified they will, in turn, assure that the N.T.S.B. is notified.

FAA GREAT LAKES REGION Regional Operations Center (24 Hours)
<i>Illinois, Indiana, Michigan, Minnesota, North Dakota, Ohio, South Dakota, Wisconsin</i>
(847) 294-8400

NTSB Central Regional Office	NTSB Northeast Regional Office
(630) 377-8177	(973) 334-6420
Illinois Indiana Michigan Minnesota North Dakota South Dakota Wisconsin	Ohio

- ➔ Rescue occupants of the aircraft and/or injured persons outside the aircraft. Do what is necessary to remove injured persons from the wreckage. If the accident involves fatalities, document the location and identification of the bodies and portions of the wreckage that were disturbed in order to remove the bodies. In addition, full wreckage view photographs from at least the eight cardinal points on a compass prior to the removal of the bodies would be helpful. If possible have someone who was involved with the rescue that can describe what portions of the wreckage had to be disturbed during the rescue/body recovery available for federal authorities.
- ➔ Secure the wreckage. Once the occupants are removed from the aircraft, treat the accident site like a crime scene. If possible set up a perimeter around the accident and keep all non-essential personnel outside of the perimeter. The size of the perimeter will vary depending on whether the wreckage is fairly contained in one area or if it is spread out. Frequently, we lose ground impact information due to firefighters, rescue personnel and police walking throughout the accident site. If a fire is present, after it has been extinguished by fire fighting personnel, they should be cautioned to keep their activities around the wreckage to a minimum to prevent unnecessary disturbance of the wreckage and eradication of valuable evidence, such as ground scars. We have found that it works well if an area which does not contain any wreckage or impact marks is identified and used as the only access route into and out of the wreckage site. A mark in the terrain may not look like anything meaningful to the untrained eye; however, it may provide essential information to the investigation.

Gather up loose papers which might be strewn around the accident site. This is especially important if there is a chance of the paperwork being disturbed prior to the investigator's arrival. Please have the paperwork which has been collected readily available for the investigator.

- ➔ Advise the coroner, or the person in charge of removal of occupants from the aircraft, that the NTSB has the authority and always needs pathological and toxicological examinations on all fatally injured flight crew members. Under some circumstances the NTSB may request additional autopsies or tests on other fatally injured occupants. For the above reasons, it is desirable to have coordination between the NTSB and the coroner (or other responsible person) before any bodies are subjected to any form of embalming dust or fluid and released. The coroner should be further advised that all personal effects recovered should be held at the funeral home or appropriate location for NTSB inspection if needed.
- ➔ Take statements from able survivors of the accident and from any persons who may have witnessed the accident. As we all know, the longer a person has to think about a situation and the more contact that person has with others, the more clouded their recall of the events may be.

It is ideal if the wreckage can be left undisturbed and guarded until the arrival of either an NTSB Investigator or an FAA Inspector; however we realize that there are some circumstances which require the removal of wreckage due to concerns for public safety. If this is the case, coordinate the wreckage removal with the NTSB by telephone and document the wreckage prior to removal.

If it becomes necessary to guard the wreckage for an extended period of time, and such service is beyond the capabilities of the state or local authorities, approval should be sought from the NTSB Regional Office investigator prior to the hire of special deputies or guards if the NTSB will be expected to provide payment.