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| **Failure Recording Log (FRL) Template** |

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| **NOTE: The FRL is to be used to record *all* failures, faults, malfunctions, mistakes or omissions, and is applicable to the UAS, the organisation, processes and procedures, the Scope of Operations – essentially all 5 Building Blocks of the UAS Operation.** |

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| **EXAMPLE** | **EXAMPLE** | **EXAMPLE** |
| **FRL Example** |
| 21-09-2018 | 14:15 | Name here | Game Counting | In-Flight | Process | Crash | High |
| P4 Pro | ABC123XYZ | Transit | Manual | VLOS | Clear, calm | Pilot name here | Tech name here |
| During the transit phase from the take-off point to the task location, the UAV collided with a previously unnoticed obstacle (power line), leading to damage to the UAV and loss of control. The UAV subsequently crashed. |
| Sensitize aircrews to check for power lines and other difficult to see obstacles during task planning and site assessment phases.Update task planning and site assessment checklists to include such checks. |
| Resolved? | Y |[x]  N |[ ]  25-09-2018 | Sensitized? | Y |[x]  N |[ ]  26-09-2018 | Docs Updated? | Y |[x]  N |[ ]
| Ops Man name here | Ops Man signature | UAV Pilot name here | Pilot signature | N/A | n/a | N/A | n/a |
| **EXAMPLE** | **EXAMPLE** | **EXAMPLE** |

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| **Failure Recording Log** |

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| Failure Date | Failure Time | Recorded By | Task Type | Task Phase: | Failure Type: | UAV End State | Risk Level: |
| UAS Model | UAS Serial No. | Flight Phase: | Flight Mode: | LOS: | MET Conditions | UAV Pilot | UAV Tech |
| Failure Explanation |
| Proposed Resolution |
| Resolved? | Y |[ ]  N |[ ]  Resolved on: | Sensitized? | Y |[ ]  N |[ ]  Sensitized on: | Docs Updated? | Y |[ ]  N |[ ]
| UAS Ops Man | sign | UAV Pilot | sign | UAS Tech | sign | Other | sign |

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| **Add additional logging fields as required** |
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| **Use blank template below** |
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| *NOTES:** *Failure Date: the date the failure occurred or was observed*
* *Failure Time: the approximate time the failure occurred or was observed*
* *Recorded By: usually the person most directly involved with the failure*
* *Task Type: the type of task being flown (if it was flight-related) – from your Scope of Operations*
* *Task Phase: during which phase of flight the failure occurred (if it was flight-related)*
* *Failure Type: indicate if it was a technical failure, an organisational omission, a procedural fault/omission, a personnel-related problem, a task or mission related oversight or something else*
* *UAV End State: what the end state of the UAV was following the failure (if it was flight related)*
* *Risk Level: an estimate of the resultant Risk Level*
* *UAS Model and Serial no: appropriate data, particularly if the failure was UAS-related*
* *Flight Phase: during which phase (part) of the flight the failure occurred (if it was flight related)*
* *Flight Mode: the flight mode of the UAS at the time of the failure (if it was flight related)*
* *LOS: the Line of Sight condition at the time of failure (if it was flight related)*
* *MET Conditions: a summary of the weather conditions at the time of failure (particularly if it was flight related)*
* *UAV Pilot and Tech: the names of the UAV pilot and technical involved with the flight/task at the time of failure*
* *Failure Explanation: a brief explanation of what went wrong and what the end results were*
* *Proposed Resolution: the proposed “fix” to ensure the failure condition does not reappear*
* *Resolved? : the date the “fix” was implemented and the problem was resolved*
* *Sensitized? : the date all personnel were sensitized or trained regarding the solution*
* *Docs Updated? : a check to ensure that all affected documentation has been updated with the solution*
* *Names and signatures: of the UAS Operations manager, UAV Pilot and UAS Technician, plus anyone else pertinent to the resolution of the problem*
* *Add additional “blank logging fields” as required by copying and pasting the blank template above into the appropriate position*
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