



Incident / Mishap Investigation Checklist & Report

Incident Data			
Incident Number (YYYY-XX): 2024-02		Short Title: PA-34 Crash Roy, UT	
Incident Date: 2024-07-24	Time: 1552	Location: [REDACTED] W Roy, UT 84067	Report Date: 2024-08-02
Investigator Name: [REDACTED]		Email: [REDACTED]	Phone: [REDACTED]
Type: ☒ Flight ☐ Ground ☐ Shop ☐ Office ☐ Vehicle ☐ Other:			
Injuries: ☐ None ☒ Minor ☒ Major ☐ Fatal ☒ Hospitalized ☐ Treated Onsite			
Damage: ☐ None ☐ Minor ☐ Major ☒ Total Loss			
First Responders: ☐ No ☒ Yes Type & Source: Roy City FD and PD			
Consequences: ☐ FAA Deviation ☐ Police Citation ☐ Warning ☒ Insurance Claim ☐ Other:			
Personnel Data			
Person 1 Name: [REDACTED]		Email: [REDACTED]	Phone: [REDACTED]
Role(s): ☒ Pilot ☐ Operator ☐ Tech ☐ Victim ☐ Witness ☐ Employee ☐ Customer ☐ Other:			
Person 2 Name: [REDACTED]		Email: [REDACTED]	Phone: [REDACTED]
Role(s): ☐ Pilot ☐ Operator ☐ Tech ☐ Victim ☐ Witness ☐ Employee ☒ Customer ☐ Other:			
Person 3 Name: [REDACTED]		Email: [REDACTED]	Phone: [REDACTED]
Role(s): ☐ Pilot ☐ Operator ☐ Tech ☐ Victim ☐ Witness ☐ Employee ☐ Customer ☐ Other:			
Person 4 Name: [REDACTED]		Email: [REDACTED]	Phone: [REDACTED]
Role(s): ☐ Pilot ☐ Operator ☐ Tech ☐ Victim ☐ Witness ☐ Employee ☐ Customer ☐ Other:			
Person 5 Name: [REDACTED]		Email: [REDACTED]	Phone: [REDACTED]
Role(s): ☐ Pilot ☐ Operator ☐ Tech ☐ Victim ☐ Witness ☐ Employee ☐ Customer ☐ Other:			
Use additional sheets if required. Attach written statements.			
Pilot Data			
Pilot 1 Name: [REDACTED]		Role: ☒ CFI ☐ Student ☐ Renter ☐ DPE ☐ Other:	
Certificates: ☐ PP ☒ IA ☒ CP ☒ CFI/CFII/MEI ☒ SE ☒ ME ☐ FW ☐ RW ☐ Other:			
Last BFR: June 2023		Last Day Flight: 2024-07-24	In M/M: 2024-07-24 Last Night Flight: In M/M:
Pilot 2 Name: [REDACTED]		Role: ☐ CFI ☒ Student ☐ Renter ☐ DPE ☐ Other:	
Certificates: ☐ PP ☒ IA ☒ CP ☐ CFI/CFII/MEI ☐ SE ☐ ME ☐ FW ☐ RW ☐ Other:			
Last BFR: 19 Apr 24		Last Day Flight: 2024-07-24	In M/M: 2024-07-24 Last Night Flight: In M/M:
Equipment & Property Data			
Type: ☒ Aircraft ☐ Vehicle ☐ GSE ☐ Tools/Test Equipment ☐ Building ☐ Other:			
Equipment Owner: ☒ CSA ☐ Employee ☐ Customer ☐ City ☐ Landlord ☐ Other:			
Year/Make/Model: 1981 PA-34-200T		Registration/License #: N134MG	Serial #:
Last Inspection/Maintenance Action Potentially Related to Incident: Last Annual / 100-hour 2023-09-12			
Use additional sheets if required. Attach photos of damage.			



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Findings, Conclusions & Recommendations

Potential Environmental Factors Capture actual and forecast weather for both origin and destination (or attach weather brief print-outs).

Consider weather, temperature, sun angle, lighting adequacy, field conditions, floor traction, etc.

SEE FULL MISHAP INVESTIGATION REPORT ATTACHED

Potential Equipment Factors Consider suitability for the task, material condition, prior maintenance, etc.

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Potential Operational Factors For people or entities not directly involved in the incident (e.g. CSA leaders, ATC, etc.), consider the suitability of the assignment, schedule pressures, communication errors, adequacy of written instructions, etc.

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Potential Personnel Factors For the people directly involved, consider the adequacy of training, illness, medication, stress, alcohol, drugs, fatigue, nutrition, etc.

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Findings, Conclusions & Recommendations - continued

Causal and Contributing Factors *List all accepted causal and contributing factors.*

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Lessons-Learned and Conclusions *Identify one or more early indications of the impending incident, plus any missed opportunities for intervention that could have prevented the incident.*

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Recommended Corrective Actions *Recommend action(s) that could prevent a recurrence of the incident e.g. additional training, disciplinary action, or improvements to existing guidance.*

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Additional Comments

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