

Script for Reporting a UAS situation to the FAA's ARTCC

Place call as soon as possible to the appropriate Air Route Traffic Control Center to the Area Managers Desk. See phone numbers below.

Preliminary

Reporting Party: _____

Name/phone number: _____

Date/Time of UAS Situation: _____

General Information

- This is _____(name) from _____ (agency).
- We are currently responding to a wildfire in the _____(Geographic location).
- This situation has occurred at _____ (description of location such as 23 miles NW of Placerville airport or within the TFR.)
- I would like to officially report an Unmanned Aircraft (drone) situation. (or use the word "intrusion" if there is a TFR.)

Drone information

- There are _____ (provide the number of known drones) flying at _____(altitude if known) _____direction of flight (if known).
- The drone(s) is a _____ (describe color, size and if it is a fixed wing, quad copter, etc)

Law Enforcement Information

- We have/have not notified Law Enforcement.
- (Name of Law Enforcement such as Highway Patrol, BLM LE, USFS LE, Sherriff's Department, etc.)
_____ is responding.

Operator information

- We have/have not located the operator (or)
- Law Enforcement has located the operator and is talking to them.
- We are/are not grounding our aircraft (or)
- We have grounded our fixed wing aircraft (or)
- We have pulled back our fixed wing aircraft but our helicopters are remaining on site.

TFR information

- There is (or is not) a TFR. The TFR number is 5/xxxx.
- Please report this on the Defense Event Network (DEN).
- If needed – here is the latitude and longitude:

- My phone number is and my e-mail is:

Reporting documentation

Date/time call made to ARTCC _____

Person reported to: _____

Agency Point of contact for follow-up questions: _____

ARTCC WATCH Desk Phone numbers:

ABQ- 505-856-4500
 Anchorage – 907-269-1103
 Atlanta – 770-210-7622
 Boston – 603-879-6655
 Chicago – 630-906-8341
 Cleveland – 440-774-0426
 Denver – 303-651-4248
 Ft Worth – 817-858-7503
 Honolulu – 808-840-6201
 Houston – 281-230-5560
 Indianapolis – 317-247-2242

Jacksonville- 904-549-1537
 Kansas City – 913-791-8500
 LA Center: 661-265-8205
 Memphis – 901-368-8234
 Miami – 305-716-1588
 Minneapolis – 651-463-5580
 New York – 631-468-5959
 Oakland – 510-745-3331
 Salt Lake – 801-320-2560
 Seattle – 253-351-3520
 Washington DC – 703-771-3470