

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 (ARTCC) to the Area Managers Desk. See phone numbers below.

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. (use the word "intrusion" if there is a TFR.)

Drone information

- There are _____ (provide the number of known drones) flying a _____ (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.

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:

Albuquerque	505-856-4500
LA Center	661-265-8205