

## 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:

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