

APPROVED

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**PROCEDURE FOR THE PARTICIPATION OF STATES OF NATIONALITY  
OF VICTIMS IN ACCIDENT INVESTIGATIONS**

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# PROCEDURE FOR THE PARTICIPATION OF STATES OF NATIONALITY OF VICTIMS IN ACCIDENT INVESTIGATIONS

## 1. General provisions

1.1 This procedure governs the dispatch of duly appointed investigation personnel, including accredited representatives, investigators, and relevant specialists, to the State of Occurrence when citizens of Mongolia are involved in an aircraft accident or serious incident resulting in fatalities or serious injuries.

## 2. Participation in investigations

2.1 In accordance with the rights set out in Annex 13 to the Convention on International Civil Aviation (paragraph 5.7), the Aircraft Accident and Incident Investigation Bureau (AAIIB) shall be entitled to participate in the investigation of aircraft accidents and incidents occurring in the territory of another State.

2.2 Where citizens of Mongolia have suffered fatalities or serious injuries in an aircraft accident or incident, the AAIIB shall request to participate in the investigation conducted by the State of Occurrence, regardless of the location of the occurrence. The State conducting the investigation may permit the participation of qualified experts and investigators from such States.

2.3 A team designated to participate in an investigation conducted in the territory of another State shall be established and led by an investigation team leader appointed by the Director of the Aircraft Accident and Incident Investigation Bureau (AAIIB).

2.4 States whose citizens have suffered serious injuries or fatalities as a result of an aircraft accident or incident shall be entitled to participate in the investigation through accredited representatives or investigators, with the following rights:

2.4.1 to visit and have access to the site of the accident or incident;

2.4.2 to have access to relevant factual information approved for public release by the State conducting the investigation, and to be informed of the progress of the investigation;

2.4.3 to participate in the identification of victims, provided that such participation does not impede the identification of victims, contact with survivors, or the provision of assistance by the State concerned;

2.4.4 to receive a copy of the final report;

2.4.5 to receive, from the State conducting the investigation, relevant factual information released within the first year of the investigation, and to be kept informed of the progress of the investigation in a timely manner.

2.5 The designated investigation team shall not conduct the investigation and shall participate only within the scope of the rights specified in paragraphs 2.4.1 to 2.4.5.

2.6 The designated investigation team may include representatives from the prosecution authority, medical institutions, relevant government bodies, and the Aircraft Accident and Incident Investigation Bureau (AAIIB), as appropriate.

2.7 Where specialized expertise is not available within the Aircraft Accident and Incident Investigation Bureau (AAIIB), the designated investigation team may include relevant personnel, such as medical doctors, prosecutors, investigators, police officers, and representatives of the victims' families, under the leadership of the appointed team leader.

2.8 The designated investigation team leader shall liaise directly with the Investigator-in-Charge leading the investigation in the State of Occurrence.

2.9 Members of the designated investigation team shall be under the authority of the team leader. Each member shall sign a confidentiality agreement regarding their duties and responsibilities and shall not disclose any confidential information. Any breach of such agreement shall result in removal from the team.

### **3. Official contact points for receiving and disseminating information**

3.1 The Aircraft Accident and Incident Investigation Bureau (AAIIB) shall ensure 24-hour availability for receiving information on aircraft accidents and incidents in accordance with established procedures. The designated point of contact shall be equipped with appropriate communication facilities to receive information from Mongolia and other States.

3.2 The AAIIB shall ensure that information on aircraft accidents and serious incidents is available on a 24-hour basis to ICAO, as well as to relevant authorities and individuals in Mongolia and other States.

3.3 The AAIIB shall publish relevant information on its official website to enable civil aviation authorities of Mongolia and other States to receive information on aircraft accidents and serious incidents on a 24-hour basis.

#### **Official Contact Details**

Aircraft Accident and Incident Investigation Bureau (AAIIB)  
National Civil Aviation Centre, Room 101  
Buyant-Ukhaa-34, Ulaanbaatar, Mongolia

Tel: +976 95953399  
+976 71285011  
+976 71285018  
+976 71285099

Website: [www.aaib.gov.mn](http://www.aaib.gov.mn)

Email: [aaib@aaib.gov.mn](mailto:aaib@aaib.gov.mn)

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