

# JUSTIFICATION FOR NON-SUBSTANTIVE CHANGES

## National Transportation Safety Board

### NTSB Form 6120.1: Pilot/Operator Aircraft Accident/Incident Report

Since receiving approval for the Pilot/Operator Aircraft Accident/Incident Report form in April 2024 and for non-substantive changes in July 2024, the National Transportation Safety Board (NTSB) has created a digitized version of the form and made non-substantive changes to allow users to complete the form online.

The non-substantive changes include revisions to some of the language in the form instructions and the questions that users complete to indicate that the form is being completed entirely online. The prior version of the form was a pdf that could be submitted electronically, however, the new version of the form allows users to respond to the form questions and provide their submission using Login.gov.

There remains an option to submit the form as a pdf without logging in:

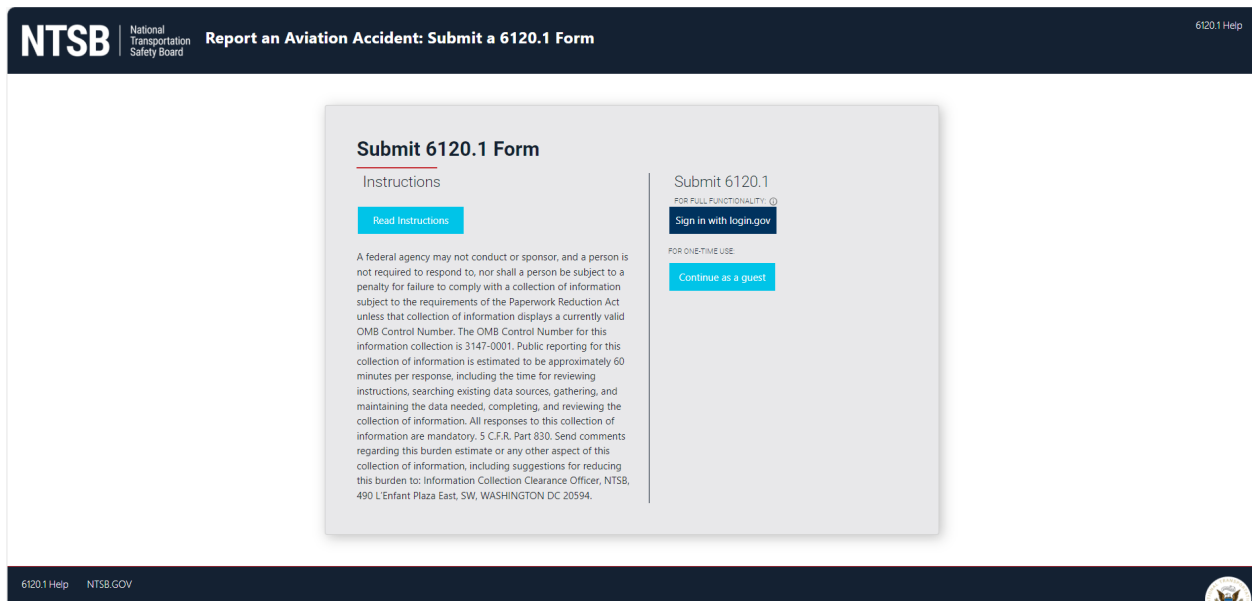
The non-substantive changes made to ease the completion of the digital form include the following:

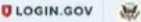
- As stated above, in order to complete the form digitally and save the form, users will log into Login.gov.
- We made certain questions mandatory, so that the user cannot move forward with completion until answering those questions.
- We added drop-down options for some questions.
- The instructions for completing the form are largely identical to the prior version, but there are some minor language changes to address the digital format, such as removing an instruction regarding the submission of multiple pages.
- We added a way for users to track their completion of the form.
- We added the form instructions to the landing page where the user logs in.


- We ensured the OMB control number and expiration date appear on the upper left corner as the user completes the form and remain visible throughout completion.
- We added a burden statement to both the digitized form using Login.gov and pdf form.

Further, we revised the language on the pdf version of the form regarding the public release of the information to state the following: “I understand the information provided may be subject to public release.” We added this language to the digital version of the form.

Below are selected screenshots of the digitized form:







**RAA Portal** is using Login.gov to allow you to sign in to your account safely and securely.

Sign in
Create an account

**Sign in for existing users**

Email address

Password

Show password

Sign in

[Sign in with your government employee ID](#)

**6120.1 Accident Summary**

NTSB #: ANC19LA039  
 OMB NO.: 3147-0001 (Expires 04/30/2027)  
 Due Date: 04-Nov-2024

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**Instructions** ▾

NTSB 6120.1 Form Instructions

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**Digital 6120.1 Form** ▾

- Summary
- Basic Information ▾
- Aircraft ▾

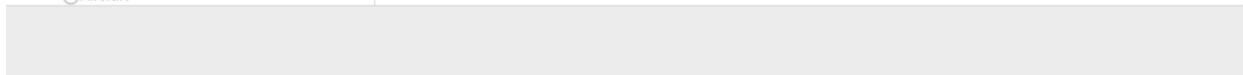
# Instructions for Pilot/Operator Aircraft Accident/Incident Report

Purpose of Form 6120.1

The National Transportation Safety Board (NTSB) uses this form for aircraft accident prevention activities and for statistical purposes. Completion of this form will take approximately 60 minutes.

NTSB regulations require that you answer all questions completely and accurately. Definitions and explanations of form field choices are provided below.

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**6120.1 Accident Summary**

NTSB #: ANC18LA048  
OMB NO.: 3147-0001 (Expires 04/30/2027)  
Due Date: 11-Nov-2024

**Instructions** ^

NTSB 6120.1 Form Instructions

**Digital 6120.1 Form** ^

- Summary
- Basic Information ▾
- Aircraft ▾
- Airport ▾
- Owner/Operator Information ▾

# Review and Submit

**Submission Information**

**Name of Pilot/Operator (Required)**

**Date of this Report**  
Fri Nov 01 2024

**Is the Pilot/Operator listed above filing this report? (Required)**

Yes  
 No

**Certification (Required)**

I HEREBY CERTIFY THAT THE INFORMATION ON THIS FORM IS COMPLETE AND ACCURATE TO THE BEST OF MY KNOWLEDGE  
*I understand that the information provided may be subject to public release.*

Submit