

Department of Transportation
Research and Innovative Technology Administration
Bureau of Transportation Statistics
Office of Airline Information
Accounting and Reporting Directive

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Policy and Procedures for Late Filing of Aviation Reports

The Bureau of Transportation Statistics is making a renewed effort to improve the timely and accurate reporting of aviation data and toward that end will be taking the following steps:

1. As a courtesy, BTS will send air carriers e-mails reminding them that a filing is due at BTS in 5 days. **NOTE:** Failure of BTS to send this e-mail or failure of a carrier to receive it does not in any way relieve a carrier of its obligation to file timely and accurate reports.
2. BTS will send a second e-mail 5 days after the due date to delinquent carriers. This e-mail will remind each carrier of its noncompliance and advise the carrier that its failure to have filed data on time subjects it to enforcement action and that it can mitigate whatever enforcement action may be warranted by promptly filing all required reports within 5 days.
3. Carriers that have not submitted all required reports in a timely and accurate manner are subject to being referred to the Department's Office of the Assistant General Counsel for Aviation Enforcement and Proceedings (C-70) for appropriate enforcement action.

Anne Suissa

Director

Office of Airline Information