



*Naval Safety Command
Expeditionary and Special Warfare
Reporting*

*RMI Quality Control
Standard Operation Procedures*

Table of Contents

| | |
|--|----|
| INTRODUCTION | 3 |
| Section 1: Logging On To RMI & Quality Control Homepage..... | 4 |
| Section 2: Quality Control Checklist | 6 |
| Sub-Section 1: Opening the Event | 6 |
| Sub-Section 2: Reviewing History Log | 6 |
| Sub-Section 3: Read the Narrative..... | 7 |
| Sub-Section 4: Event Investigation..... | 8 |
| Sub-Section 5: General Information | 9 |
| Sub-Section 6: Location..... | 11 |
| Sub-Section 7: Environment | 12 |
| Sub-Section 8: Risk Management..... | 13 |
| Sub-Section 9: Objects..... | 14 |
| Sub-Section 10: Persons | 16 |
| Sub-Section 11: Cost..... | 22 |
| Sub-Section 12: Findings | 24 |
| Sub-Section 13: HFAC / MFAC..... | 24 |
| Sub-Section 14: Recommendations | 25 |
| Sub-Section 15: Validation | 27 |
| Sub-Section 16: Preview Message..... | 27 |
| Sub-Section 17: Return to QC | 28 |
| Section 3: Quality Control Functions..... | 28 |
| Sub-Section 1: Search Event Report..... | 28 |
| Sub-Section 2: To View Messages | 29 |
| Sub-Section 3: To Update Investigations..... | 29 |
| Sub-Section 4: To Reopen Event Investigations..... | 29 |
| Sub-Section 5: Close Event Investigation without Creating Message..... | 30 |
| Sub-Section 6: Approve Message with Comments..... | 30 |
| Sub-Section 7: Reject Messages with Comments..... | 31 |
| Sub-Section 8: Move to Data Warehouse | 32 |

| | |
|--|----|
| Sub-Section 9: Mark Event Report as Deleted | 33 |
| Sub-Section 10: Tabs (Documents & Attachments) | 34 |
| Sub-Section 11: RMI Help Desk Contact Information | 34 |
| Section 4: Approving & Rejecting Messages | 34 |
| Sub-Section 1: Standard Approval Message | 35 |
| Sub-Section 2: Standard Rejection Criteria & Message | 35 |
| Section 5: QC Resources & Tools | 36 |
| Sub-Section 1: Personally Identifiable Information | 36 |
| Sub-Section 2: Military Alphabet | 38 |
| Sub-Section 3: Navy & Marine Rank and Grade | 39 |
| Sub-Section 4: Civilian Occupational Categories | 40 |
| Section 6: Quick Start Guide | 41 |

INTRODUCTION

NAVSAFECOM EXPEDITIONARY AND SPECIAL WARFARE STANDARD OPERATING PROCEDURE FOR RMI QUALITY CONTROL

Subj: RMI QUALITY CONTROL STANDARD OPERATING PROCEDURES

1. Purpose. To provide a standardized procedure for analyzing RMI mishap reports to ensure the most accurate data is recorded. In addition, this standardized procedure contains procedures for rejecting reports back to the submitting command for correction.
 2. Cancellation/Revision Requirements. This instruction shall be updated as needed and reviewed annually for changes.
 3. Procedure
 - a. Use the procedures contained in Section 1 to outline the procedures for logging onto the RMI website and accessing the Quality Control Homepage.
 - b. Use the procedures contained in Section 2 to outline the processes involved in the Quality Control Checklist for each report.
 - c. Use the procedures contained in Section 3 to outline the specific QC Actions.
 - d. Use the procedures contained in Section 4 to outline Approval/Rejection steps.
 - e. Sections 5, 6 and 7 list and describe resources that are provided for the Quality Control Analyst to facilitate completion of their tasks.
-

Section 1: Logging On To RMI & Quality Control Homepage

Logging into RMI

Air Force Safety Center

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Go to the RMI website to perform Quality Control. The URL/global address for the site is:

<https://afsas.safety.af.mil>

The site is a password protected website.

Click “Accept” in order to access RMI.

RMI (Unclassified Reporting Only) | Search: AFSAS | E7, Roman, Andrew E. | NAVAL SAFETY COMMANDER | Time: 06 NOV 2023 1348(Z)

HOME PAGE

MY TO-DO LIST

INVESTIGATIONS (highlighted in sidebar)

WORKSHEET

- CREATE INVESTIGATION
- MESSAGE RULES
- SEARCH WAIVER REQUESTS
- RECENTLY VIEWED
- SEARCH INVESTIGATIONS

ASAP SCOREBOARD

- ASAP METRICS
- QUALITY CONTROL
- HOME PAGE
- MOVE TO WAREHOUSE
- SEARCH QC INVESTIGATION

MOFE

- HOME PAGE
- START OVER MOFE
- RECENTLY VIEWED

HOME PAGE

MY TO-DO LIST

QUICK MENU | AWAITING REVIEW | NEAR LATE OR LATE | RELEASE CHANGELOG

QUICK START

- Create Event Investigation
- Create Safety Inspection
- Create Dive Log
- Create Jump Manifest
- Create Training Plan
- Create File Collection
- Create Feedback

CURRENT VIEWED

- Recent Event Investigations
- Recent MOFES
- Recent Recommendations
- Recent Safety Inspections
- Recent Dive Logs
- Recent Jump Manifests
- Recent Training Courses
- Recent Accounts
- Recent Feedbacks

HIGHLIGHTS (2)

07 JUL 2023: NESO Tier 1 ANALLI ARTIFICIAL INTELLIGENCE (AI) FOR RMI SUPPORT (I)

Sharing 06 JULY 2023, THE NAVAL ENTERPRISE SERVICE DESK (NESD) WILL INTEGRATE THE AI ARTIFICIAL INTELLIGENCE (AI) INTO THE TASK MANAGEMENT INFORMATION SYSTEM (TMIS) HELP DESK THROUGH THEIR SUPPORT NAVY AND MARINE CORPS ENCLAVES DO NOT NEED TO TAKE ANY ACTION. STILL CALL THE HELP DESK AS NORMAL TO RECEIVE RMI SUPPORT. THE ANALLI AI WILL SUGGEST KNOWLEDGE ARTICLES TO TROUBLESHOOT AND ESCALATE ISSUES AS NECESSARY. IF YOU PREFER, SPEAK TO A HELP DESK AGENT. SIMPLY SAY "AGENT" AND YOU WILL BE CONNECTED WITH AN AGENT PROMPTLY.

ASAP SCOREBOARD

RMI Homepage

Click on “Investigations – Quality Control – Homepage or search QC Investigations”.

Notes Section:

QUALITY CONTROL: HOMEPAGE

Time: 06 NOV 2023 1404(Z)

INFORMATION: QC Evaluation Rules (FBI#9228) [Show More](#)

| ALL USN USMC | ALL | AVIATION | AFLD/AT | GROUND | MOTOR VEHICLE |
|--|-----|----------|---------|--------|---------------|
| Reports w/ Released Messages Awaiting QC | 213 | 163 | 26 | 14 | 9 |
| QC Related Reports | 649 | 236 | 87 | 270 | 79 |
| Delete Requests | 21 | 14 | 6 | 5 | 5 |
| Reopen Requests | 8 | 0 | 1 | 3 | 4 |
| Deleted Reports | 458 | 77 | 91 | 262 | 71 |
| Observed Reports (ALL TIME) | 28 | 4 | 20 | 4 | 0 |

QC Tools

- Health and Monitoring
- Event Investigations
- Login Log
- Audit: Other, Describe
- List Accounts for JA Audit

On the QC Homepage, select the All tab to QC all reports, USN for Navy (Only) and USMC for Marine Corps (Only)

Select Applicable Event Category: **Aviation/Afloat/Ground/Motor Vehicle** mishap reports on the “**Reports w/ Released Messages Awaiting QC**” row, select the number to see reports that are awaiting QC.

Or search using the **Search QC Investigations** selection. Select **Event Type** dropdown and pick **Occupational – Dive (on-duty), Occupational – Aerial Delivery (AD), Occupational – HRST/C**, etc. and select **Search**.

SEARCH QC INVESTIGATION

Event Type

| ACTION | EVENT ID | CATEGORY | CLASS | EVENT TYPE | EVENT DATE | LAST MESSAGE STATUS | DAYS AWAITING QC | DUTY STATUS | COVY AUTH MAJCOM | COVY AUTH ORGANIZATION | ONELINER |
|--------|----------|----------|-------|----------------------|-------------|-------------------------------|------------------|-------------|------------------|------------------------|----------|
| | 008426 | Ground | COM | Aerial Delivery (AD) | 02 SEP 2023 | Final: Awaiting QC Evaluation | 13 | On-Duty | USFLTJORCOM | ECOTELU 2 | |

DISPLAYING RESULTS 1 - 1 OF 1 RECORDS

EXPORT TO: [Excel](#) [PDF](#)

Scroll down and look in the “**Event Type**” column to find the ones applicable to Expeditionary and Special Warfare (e.g., **Diving (on duty), Aerial Deliver (AD), HRST/C**, etc.)

Notes Section:

Section 2: Quality Control Checklist

Purpose: Describe the procedures that a QC'er uses when analyzing mishap reports to ensure the integrity of the data collected.

Sub-Section 1: Opening the Event

| ACTION | EVENT ID | CATEGORY/SUBCATEGORY | CLASS | EVENT DATE | LAST MESSAGE STATUS | LAST MESSAGE RELEASE DATE | REJECTED DATE | DUTY STATUS | CONV AUTH MAJCOM | CONV AUTH ORGANIZATION | ONE LINER |
|--------|----------|----------------------|-------|-------------|--------------------------------------|---------------------------|---------------|-------------|------------------|------------------------|-----------|
| | 114548 | Ground: COM | A | 06 APR 2020 | Preliminary - Awaiting QC Evaluation | | | On-Duty | | NAVAL SAFETY CENTER | |
| | 947299 | Ground: COM | D | 06 APR 2020 | Final - Awaiting QC Evaluation | | | On-Duty | | NAVAL SAFETY CENTER | |

Check One-Liner to ensure the report is in our area of reporting.

Use the “Action Icons” next to each report (descriptions for each Action Item can be found in the Quality Control User Guide or by hovering over the icon).

A. Use the Update Event Investigation if you are the reporting command.

B. Select Data Viewer icon to open and begin QC’ing the report.

Notes Section:

Sub-Section 2: Reviewing History Log

Click “**History Log**” on the left tab.

Review History Log for any comments / changes recorded by Investigator(s). This will include previous reasons for rejection by QC member.

Notes Section:

Sub-Section 3: Read the Narrative

The screenshot shows a software interface with a dark sidebar on the left containing various navigation options like 'Messages', 'History Log', 'Data Viewer', and 'MY TO-DO LIST'. The main content area has a top navigation bar with 'EVENT TOOLS' and a list of tabs including 'GENERAL INFORMATION', 'LOCATION', 'ENVIRONMENT', 'RISK MANAGEMENT', 'OBJECTS', 'PERSONS', 'NOTE FACTORS (NOTE IN WORK)', 'FACTORS', 'EVENT COST', 'PRELIMINARY/STATUS MESSAGE NARRATIVE', 'NARRATIVE INFORMATION', 'REPORTS REFERENCING THIS EVENT', 'DIVE INFORMATION', and 'INVESTIGATING PERSONNEL'. The 'NARRATIVE INFORMATION' tab is highlighted with a red box. A red arrow points from this box to the 'NARRATIVE INFORMATION' tab in the left sidebar. Below the tabs, the 'NARRATIVE INFORMATION' section is visible, containing a table with 'FIELD' and 'VALUE' columns. The 'Sequence of Event' field contains a detailed narrative text.

Select “Narrative” tab.

****QC Reviewer Section View ****

Check all Narrative portions for PII:

1. Sequence of Events
2. Background Information
3. Factor Narrative
4. Investigation Conclusion
5. Acronyms

Ensure Personal Pronouns “he, his, she, her” are not used in the narrative portions.

Read the narrative to ensure there is no PII. The narrative should include who, what, when, where, why and how.

(Information regarding PII can be found in section 5.1 of this SOP)

Notes Section:

Sub-Section 4: Event Investigation

Event Report #114548

EVENT INVESTIGATION

- INVESTIGATORS
- GENERAL INFORMATION
- LOCATION
- OBJECTS (5)
 - OBJECT #1
 - OBJECT #2
 - OBJECT #3
 - OBJECT #4
 - OBJECT #5
- PERSONS (0)
 - HOME PAGE
- NARRATIVE
- MESSAGES
- VALIDATION
- HISTORY LOG
- DATA VIEWER

NARRATIVE

EVENT HEADER

EVENT REPORT #: 114548 CLASS:
DUTY STATUS: On-Duty ACCTG
ONE LINER: WIND STORM DESTROYED TENTS, SATELLITE EQUIPMENT,
INVESTIGATION PROCESS: Privileged Safety Investigation with a Promise of
SHORT LINKS: Event - Messages - Data Viewer - Worksheet

EVENT TOOLS (QC ONLY)

PRELIMINARY NARRATIVE

Spell Check

wind storm destroyed equipment in excess of \$2.7M

EVENT INFORMATION

All active fields marked with an asterisk (*) in red font are required before submitting this page. All other active fields are required before releasing a final message unless marked as (optional).

Method of Initiation: * Occupational Illness

Investigating Component: * US Navy

Investigation Owner: * US Navy

Investigation Type: * Mishap

Category: * Ground

Subcategory Tier 1: * Sports, Recreation, and Individual Fitness

Event Type Tier 1: * Sports & Recreation

Cross Category: * None

Event Class: * C

Event Date, Local: * 26 MAY 2020

Event Duty Status: * On-Duty Off-Duty

Did the event occur on base? * Yes No Unable to Determine

A

B

C

D

E

Click “Event Investigation” on the left tab (only viewable during report enter/editing).

- Verify the Investigative Component and Investigative Owner = US Navy
- Verify Category, Subcategory tier 1, Subcategory tier 2
- Verify Class = appropriate injury/property damage cost
- Verify Duty Status (based on Narrative, Category)
- Verify On Base (based on Narrative and Location)

Sub-Section 5: General Information

Tier 1:

Dive Log #:

Event Time, Local:

Local Time of Day:

Date of Dive:

Date Event First Reported To Safety Office:

Unit Control Number:

Convening Authority

Convening Authority Tier 1:

Convening Authority Tier 2:

Accounting Organization

Accounting Organization Tier 1:

Accounting Organization Tier 2:

Dive Controlling Unit:

Event One-Liner

INSTRUCTIONS: The one liner will not contain privileged safety information.
IMPORTANT: If you need help writing a "One-Liner" please review the [One-Liner Format and Examples](#).
 Also, review this list of [Standardized Acronyms & Abbreviations](#).

What was the activity?

What happened?

What was damaged/broken/injured?

What was the outcome?

1 characters remaining on your input limit. (Word Count: 18)

Did the event occur in support of an operational contingency? If so, what was the operational contingency?

Did this event occur during a structured exercise? Yes No

Did this event occur in a combat zone? Yes No

Did this mishap occur during training? Yes No

During contractor operations were DOD personnel injured or DOD resources damaged? Yes No

Is this a Research & Development (R&D) event? Yes No

Were there any eyewitnesses to this event? Yes No

Temporarily withhold location information for operational security? Yes No

Was this event the result of friendly fire? Yes No

A

B, C & D

E&F

G

H

Click **“General Information”** at the top of the left tab (**only viewable during report enter/editing**).

- A. Verify Event Type
- B. The next four fields are dependent on Category (based on Narrative)
- C. Verify Event Time of day (based on Event Time Narrative)
- D. Verify Event Time (based on Event Time)
- E. Verify Convening Authority (authority of the investigation)
- F. Verify Accounting Organization (owner of the asset injured/damaged)
- G. Verify One-Liner (follows the format/example; does not include privileged information)
- H. Verify questions (to include Occupational PT, Combat Training mishaps, Civil Aviation purposes, Contractor involved, Witnesses, Ops Security location)

Notes Section:

9

Event Headers

Event ID: 3349175 Mishap Class: C Event Date: 14 AUG 2023
 Duty Status: On-Duty Asset: Explosive Ordnance Disposal Mobile Unit One Crew Auth: Explosive Ordnance Disposal Mobile Unit One
 Outcome: EODMU1 MK18 N202 Dive. Unconscious diver during ascent. Injured diver. Treated by hospital for Hypoxia and AGE
 Investigation Process: Privileged Safety Investigation without a Promise of Confidentiality

General Information

| Field | Value |
|--|--|
| Method of Initiation * | Verbal Notification |
| Investigating Component * | US Navy |
| Investigation Owner * | US Navy |
| Investigation Type * | Mishap |
| Discipline * | Occupational |
| Category * | Afloat |
| Subcategory Tier 1 * | Combat Support and Training |
| Event Type Tier 1 * | Diving (on duty) |
| Cross Category * | None |
| Mishap Class * | C |
| Event Date, Local * | 14 AUG 2023 |
| Event Duty Status * | On-Duty |
| Did the event occur on base * | Yes |
| Event Time, Local | 0000 |
| Mishap Exemption Reference (none) | -- |
| Dive Log # | 1007842 |
| Local Time of Day | Day |
| Date Event First Reported To Safety Office | 14 AUG 2023 |
| Unit Control Number | 31908 |
| Convening Authority | Explosive Ordnance Disposal Mobile Unit One |
| Accounting Organization | Explosive Ordnance Disposal Mobile Unit One (EODMU 1) |
| One Liner | EODMU1 MK18 N202 Dive. Unconscious diver during ascent. Injured diver. Treated by hospital for Hypoxia and AGE |
| Did the event occur in support of an operational contingency? If so, what was the operational contingency? | No |
| Did this event occur during a structured exercise? | No |
| Did this event occur in a combat zone? | No |
| Did this mishap occur during training? | Yes |
| During contractor operations were DOD personnel injured or DOD resources damaged? | No |
| Is this a Research & Development (R&D) event? | No |
| Were there any eyewitnesses to this event? | Yes |
| Temporarily withhold location information for operational security? | No |
| Was this event the result of friendly fire? | No |

Location

Click “**General Information**” tab.

****QC Reviewer Section View****

Ensure ALL mandatory fields (*) are complete.

These fields are the corresponding information gathered during the investigation portion prior to submission for QC review.

1. Ensure the One-Liner follows format/example and does not include privileged information.

Based on the Narrative:
 2. Verify the Discipline-Category-Subcategory-Event Type and Cross Category (if applicable).
 3. Note what Mishap Class it is and reference with Current Mishap Definitions and Reporting Criteria found on the Naval Safety Command website. This will also be reviewed in the Persons section (Injuries) and Event Cost.

4. Verify Event Time of day and Event Time.

5. Verify Convening Authority (authority of the investigation).

6. Verify Accounting Organization (owner of the asset injured/damaged) Verify questions (to include Occupational PT, Combat Training mishaps, Civil Aviation purposes, Contractor involved, Witnesses, Ops Security location).

Notes Section:

Sub-Section 6: Location

General Location Tier 1: * **A** → In Post

General Location Tier 2: * **A** → NO FURTHER BREAKDOWN

Dive Location Type: * → Dns: MIRA

Dive Platform Type: * → Dns: Boat

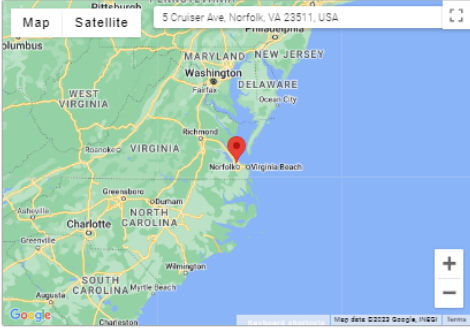
Location Description (optional) ⓘ
Naval Station Norfolk, Pier 5, Berth 3.

LOCATION COORDINATES

Latitude / Longitude: (optional) 36 56.479 N 076 19.821 W
DD MM.MMM S(°) DCO MM.MMM W(°)

MGRS: (optional) ⓘ 18SUF8153789189

Map Satellite
5 Cruiser Ave, Norfolk, VA 23511, USA



Port where event occurred: * → NORFOLK (US)

Country: (optional) **B & C** → United States (USA)

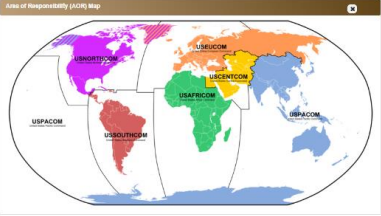
State: (optional) → Virginia USA Only
 Unable to Determine

Area of Responsibility (AOR): (optional) **D** → US Northern Command View AOR Map

Click **“Location”** on the left tab.
(Only viewable during report enter/editing).

- A. Verify General Location tier 1, 2, 3 (based on the Narrative and applicable options from list of values).
- B. Verify Base/Near Base, Airfield/Near Airfield (Aviation = based on Narrative).
- C. Verify State/Country (based on Base/Near Base, Airfield/Near Airfield)
- D. Additional fields dependent on Category

(Area of Responsibility Map for reference if needed)



Notes Section:

| FIELD | VALUE |
|---|----------------------------|
| General Location Tier 1 | Small Boat (In or On) |
| Location Description (optional) | -- |
| Latitude / Longitude (optional) | 33 13.467 N / 117 27.372 W |
| MGRS (optional) | 11SM5746270293 |
| Port where event occurred | -- |
| Country (optional) | United States (USA) |
| State (optional) | California |
| Area of Responsibility (AOR) (optional) | US Northern Command |

Click **“Location”** tab.
****QC Reviewer Section View****

1. Verify General Location Tier 1 (based on the Narrative).
2. If pinned location on map was used by the reporter; the coordinates will appear. QC reviewer verify by clicking on the coordinates and activating location in Google Maps.
3. Verify State/Country (based on Base/Near Base, Airfield/Near Airfield).
4. Verify AOR (based on Narrative).

Notes Section:

Sub-Section 7: Environment

| | |
|---|----------|
| <p>What was the lighting condition at the time of the event? <input type="radio"/> Outdoor - Good</p> | A |
| <p>Identify visibility environmental conditions present at the time of event? (Check all that apply)</p> <p> <input type="checkbox"/> Dust/Irish <input type="checkbox"/> Fog/Cloud <input type="checkbox"/> Glaze <input type="checkbox"/> Physical Objects <input type="checkbox"/> Rain <input type="checkbox"/> Sand <input type="checkbox"/> Snow <input type="checkbox"/> Spray <input type="checkbox"/> Chemical Cloud (Brown Cloud) </p> | B |
| <p>Identify the surface</p> <p>Identify surface environmental conditions present at the time of event? (Check all that apply)</p> <p> <input type="checkbox"/> Barbed <input type="checkbox"/> Bump <input type="checkbox"/> Curved <input type="checkbox"/> Damaged <input type="checkbox"/> Dry <input type="checkbox"/> Flat <input type="checkbox"/> Frayed <input type="checkbox"/> Gravel <input type="checkbox"/> Poles (and holes, etc.) <input type="checkbox"/> No <input type="checkbox"/> Inland <input type="checkbox"/> Marring Water <input type="checkbox"/> Heavily <input type="checkbox"/> Rippled/Run/Sludge <input type="checkbox"/> Rolling <input type="checkbox"/> Runway - Graveled <input type="checkbox"/> Sandy <input type="checkbox"/> Slippery <input type="checkbox"/> Stuck Substance (Oil, Grease, etc.) <input type="checkbox"/> Slack Concrete <input type="checkbox"/> Snow Covered <input type="checkbox"/> Steep <input type="checkbox"/> Steaming Water <input type="checkbox"/> Wet <input type="checkbox"/> Wet <input type="checkbox"/> Unseen (Rubber, Washboard) <input type="checkbox"/> None </p> | D |
| <p>What weather conditions were present at the time of the event? (Check all that apply)</p> <p> <input type="checkbox"/> Inadvertent <input checked="" type="checkbox"/> Cloud - clear to few <input type="checkbox"/> Cloud - scattered <input type="checkbox"/> Cloud - broken <input type="checkbox"/> Clear - overcast <input type="checkbox"/> Cold <input type="checkbox"/> Crosswind <input type="checkbox"/> Earthquake <input type="checkbox"/> Flood <input type="checkbox"/> Fog <input type="checkbox"/> Freezing Rain <input type="checkbox"/> Hail <input type="checkbox"/> Heat <input type="checkbox"/> Hurricane/Typhoon <input type="checkbox"/> Iceberg <input type="checkbox"/> Lightning <input type="checkbox"/> Haze <input type="checkbox"/> Rain <input type="checkbox"/> Ice <input type="checkbox"/> Low <input type="checkbox"/> Sand <input type="checkbox"/> Thunderstorms <input type="checkbox"/> Tornado <input type="checkbox"/> Turbulence <input type="checkbox"/> Sleet <input type="checkbox"/> Volcano Activity <input type="checkbox"/> Whirlwind <input type="checkbox"/> Wind <input type="checkbox"/> Windblast <input type="checkbox"/> Other Describe </p> | E |

Click **“Environment”** on the left tab (only viewable during report enter/editing).

- A. Verify Lighting Conditions (based on Narrative).
- B. Verify Visibility Conditions (based on Narrative).
- C. Verify Flight Visibility Conditions (Aviation only).
- D. Verify Surface Conditions (based on Narrative).
- E. Verify Weather Conditions (based on Narrative and Lighting Conditions).

Notes Section:

| FIELD | VALUE |
|-------------------------|-------------------|
| Lighting Conditions | Outdoor-Good |
| Visibility | 10 ft |
| Visibility Conditions | None |
| Sea Direction (surface) | SE(112.5 - 157.5) |
| Sea State (surface) | Calm - Flat Seas |
| Wind Direction | 250 |
| Wind Direction Bearing | Relative |
| Wind Speed | 2 |
| Wind Gusts | 4 |
| Identify the Surface | Water |
| Surface Conditions | Moving Water |
| Weather Conditions | Cloud - clear |

Click **“Environment”** tab.
****QC Reviewer Section View****

1. Verify Lighting Conditions (based on Narrative).
2. Verify Visibility Conditions (based on Narrative).
3. Verify Flight Visibility Conditions (Aviation only).
4. Verify Surface Conditions (based on Narrative).
5. Verify Weather Conditions (based on Narrative and Lighting Conditions).

Notes Section:

Sub-Section 8: Risk Management

The screenshot shows the 'RISK MANAGEMENT CONDUCTED' section. Callout A points to the 'Deliberate or Real-Time / Time-Critical Risk Management processes were:' section, which has 'Conducted prior to the event' selected. Callout B points to the 'Add New Risk Management (RM) Type' button. Callout b points to the 'SHORT LINKS' section. Callout C points to the 'Save' button. Callout D points to the 'Done with Risk Management (RM)' button. Below the form is a table with one record for 'Deliberate Risk Management' with no problems.

Click **“Risk Management”** on the left tab (**only viewable during report enter/editing**).

This section gets overlooked sometimes and/or is not filled out correctly. Examples include quality assurance, safety briefs, and safety checks.

- A. Select Deliberate or Real-Time / Time Critical Risk Management processes were “Conducted prior to the event”.
- B. Add New Risk Management Type.
 - a. This will open a new window where you can select the type (i.e., Deliberate, Real-Time / Time Critical, or In-Depth Risk Management) along with any areas found to be deficient if any.
- C. Select Save when RM type is completed.
- D. Done with Risk Management (RM).

| FIELD | VALUE |
|--|--|
| Deliberate or Real-Time / Time-Critical Risk Management processes were * | Conducted prior to the event |
| Risk Management Type | PROBLEMS |
| Deliberate Risk Management | Personnel Factors Not Identified (MAN), Environmental Factors Not Identified (MEDIA) |

Click **“Risk Management”** tab.
****QC Reviewer Section View****

Ensure the selection has been entered and corresponds with the options the submitter should have selected.

Sub-Section 9: Objects

Object Number: #1 (Importance and Philosophy of Entering Objects)

Object Type: Use the object type drill-down selector instead of the auto-complete.

Object Type Tier 1: **A**

Object Type Tier 2: **B**

Damage Description Tier 1: **B**

Owning Service: **C**

Percentage of Gases:

| | | |
|---------------|-----------------------------------|----------|
| Oxygen: | <input type="text" value="21 %"/> | D |
| Helium: | <input type="text" value="0 %"/> | D |
| Nitrogen: | <input type="text" value="79 %"/> | D |
| Other Gas: | <input type="text" value="0 %"/> | D |
| Total: | 100 % | |

Owning Organization: **E**

Same as Accounting Organization

OBJECT #1: Diver Apparatus KM-37

National Stock Number (NSN): - - - **F**

OBJECT INFORMATION

Equipment ID Code Tier 1: (optional)

Equipment ID Code Tier 2: (optional)

Equipment ID Code Tier 3: (optional)

Object #1: Vehicles Car/Truck (Passenger Vehicle) 4-wh

OBJECT COST

FIELD LEVEL COSTS:

| | | | | | |
|---------------------|---------------------------------|-------|------|--------|--------------------------------------|
| MATERIEL: | | | | | <input type="text" value="\$5,000"/> |
| HOURS: | <input type="text" value="10"/> | RATE: | \$49 | LABOR: | <input type="text" value="\$490"/> |
| CONTRACTOR REPAIRS: | | | | | <input type="text" value="\$0"/> |

DEPOT LEVEL COSTS:

| | | | | | |
|---------------------|--------------------------------|-------|-------|--------|----------------------------------|
| MATERIEL: | | | | | <input type="text" value="\$0"/> |
| HOURS: | <input type="text" value="8"/> | RATE: | \$192 | LABOR: | <input type="text" value="\$0"/> |
| CONTRACTOR REPAIRS: | | | | | <input type="text" value="\$0"/> |

TOTAL FOR OBJECT #1:

Select **"Objects"** on the left tab (only viewable during report enter/editing).

Every event needs to have an object.

Aviation mishaps can have more than 50 objects (depending on the type of incident)

- A. Verify Object Type (based on Category and if a factor in mishap)
- B. Verify Damage Description (cost must be included if damaged = for On-Duty)
- C. Verify Owning Service (based on the Accounting Organization)
- D. ***Percentage of Gases for Diving Apparatus (i.e., KM-37, MK-16 MOD 1, MK25 etc.)***
- E. Verify Owning Organization (based on the Accounting Organization)
- F. Object Information
 - a. Verify all mandatory fields (*).
 - b. Verify questions (fire, explosion, etc.) (based on Narrative).
 - c. Additional fields/screens include further information regarding the object (based on the Category) (phase of operations, vehicle maneuver, building number) (based on narrative).
- G. Object Cost (if applicable)
 - a. Verify Cost (based on class and time).

Notes Section:

| Field | Value |
|---------------------------|--|
| Object Number* | 1 |
| Object Type Tier 1* | Dive Apparatus |
| Object Type Tier 2* | MK-16 Mod 1 |
| Percentage of Gases | <input type="text" value="Oxygen: 20%"/> <input type="text" value="Helium: 0%"/> <input type="text" value="Nitrogen: 20%"/> <input type="text" value="Other Gas: 0%"/> |
| Damage Description Tier 1 | No Damage |
| Diving Service* | <input checked="" type="radio"/> Yes |
| Diving Organization | Explosive Ordnance Disposal Mobile Unit One (EODMU1) |
| National Stock Number | 10B-11-01-001 |

Select **“Objects”** tab.
***QC Reviewer Section View ***

Every event needs to have one object at a minimum.

Many objects need to be factored into the event or as a result of the event. Example: AGE resulting from an uncontrolled ascent while diving SCUBA. Recompression Chamber should be an object added to the report especially if mentioned in the body of the Narrative.

- Verify all mandatory fields (*)
1. Object Information
 - 1a. Object Type Trier 1
 - 1b. Object Type Tier 2
 2. Percentage of Gases for Diving Apparatus (i.e., KM-37, MK-16 MOD 1, MK25 etc.)
 3. Damage Description Tier 1
 4. Owning Organization (based on the Accounting Organization)

Notes Section:

Sub-Section 10: Persons

WAS THIS PERSON A FACTOR IN THE EVENT? * A(a) Yes No

WAS THIS PERSON INJURED IN THE EVENT OR CONTRACTED A WORK-RELATED ILLNESS? * Yes No

WAS THIS PERSON AN OPERATOR OF AN OBJECT THAT CAUSED OR RECEIVED DAMAGE? * Yes No

WAS THIS PERSON INTERVIEWED OR DID THEY PROVIDE A WRITTEN WITNESS STATEMENT AS PART OF THE EVENT INVESTIGATION? * Yes No

PERSON INFORMATION

LAST NAME: * A(b)

FIRST NAME: *

MIDDLE NAME: (OPTIONAL)

EMPLOYMENT STATUS TIER 1: *

EMPLOYMENT STATUS TIER 2: * A(c)

GRADE: *

DoD ID: ⓘ A(d)

Assign this person to an object if: (order of precedence shown)

- This person was an operator, handler, or maintainer of the object (i.e. pilot of an aircraft, driver of a vehicle).
- This person was a passenger or occupant of the object (i.e. passenger of a vehicle, occupant in a building).
- This person was injured directly or indirectly by the object (i.e. pedestrian struck by a vehicle, not an occupant of a vehicle that is struck by another vehicle).

Object #1: Electrical/Communications Equipment; Antenna, Other B(a)

Save Person Assignments

Assigned Organization Tier 2: ⓘ C(a)

Same as Accounting Organization

Assigned Base: (optional)

Navy Enlisted Classification (NEC): C(b)

Navy Enlisted Rating:

Age: C(c)

Gender: Male Female Other

Duty Status Tier 1: C(d)

Duty Status Tier 2: C(d)
Need Help with Duty Status?

Time person began work: Military Format (e.g., 1530)

Shop/Code: ⓘ

1st line supervisor name at the time of the event/when the Occupational illness was reported:

Number of years and months of experience performing task at the time of the event/working in the primary field:
 Years Months

Injury Severity: C(e)
Need Help With Severity Definitions?

Click **"Persons"** on the left tab **(only viewable during report enter/editing)**

Click Add New Person to include all personnel injured or directly involved in the event. There will be more than one page per person that requires information. Be prepared to know information regarding the mishap victim (MV) and any other individuals identified within the report to include, but not limited to, age, gender, and number of years and months of experience performing task at the time of the event/working in the primary field.

- A. Person Basic Information
 - a. Verify questions (to include injured, operator, factor, witness)
 - b. Verify Last Name, First Name (transposing only)
 - c. Verify Employment Status tier 1 and tier 2 (also confirms reportability)
 - d. Verify DoD ID (not to include sequential or common numbers (for example 123456789))
- B. Object Assignment
 - a. Verify correct entries (based on Help)
- C. Person Info Page 1
 - a. Verify Assigned Organization and Base match Accounting Organization and Base (based on General Information and Location)
 - b. Verify Functional Area
 - c. Verify Age (nothing out of the ordinary)
 - d. Verify Duty Status tier 1 and 2 (based on

Days Away from Work: **1**

Days Hospitalized:

Days on Quarters:

Total: 0

Days Affecting Work: **1**

Days Restricted:

Days Transferred:

Days Partial:

Total: 16

Is the injury the result of a sexual assault? Yes No

Has this person requested that their name not appear on the OSHA 300 log? Yes No

Was injured person treated in an emergency room? Yes No

Was injured person hospitalized overnight as an in-patient (not including observation or diagnostic care)? Yes No

Provider Information

Provider Name:

Provider Type:

Healthcare Facility Name:

Address:

City, State, Zip or Foreign Country:

Activity Tier 1: **C(g)**

Person #: WG10 Flintstone, Frederick Injury Cost: \$28,000.00

Select "Yes" if ANY of the following three questions can be answered "yes." Otherwise, select "No."

1. Did the use or malfunction of ANY Personal Protective Equipment or Life Support Equipment contribute to injury or damage?
 2. Did the absence or non-use of ANY REQUIRED Personal Protective Equipment or Life Support Equipment contribute to injury or damage?
 3. Did ANY Personal Protective Equipment or Life Support Equipment fail to operate as intended?

Yes No

Were toxicology tests accomplished? Yes No

Was this person a student at the time of the event? Yes No

Was this person a designated flying officer, a submarine officer and/or a medical officer at the time of the event? Yes No

Role at the time of the event:

General Location Tier 1:

General Location Tier 2:

General Location Tier 3:

User Defined:

Same as General Location

Did the landing occur in the drop zone? Yes No

FATIGUE INFORMATION

Length of prior wakefulness preceding the event (Round to the nearest hour): hrs.

Total hours of sleep for the 72 hours preceding the event (Round to the nearest hour): hrs.

Total hours on-duty for the 24 hours preceding the event: hrs.

Has this person switched work shifts in the preceding 30 days? Yes No

Time zone changes (in hours) in preceding 10 days (Round to the nearest hour): hrs.

Types of human errors associated with the event:

Estimated exertion across the work period of interest:

Fatigue score: 10 (How is the fatigue score calculated?)

Fatigue of this person is not a probable factor in this event.

DEPLOYMENT/TDY INFORMATION

At the time of the event, the number of days this person had been deployed/TDY during the last 365 days: Calculate Days Between Dates

C(f)

D(a)

E(a)

F(a)

- Narrative, Location, (for example, TDY to AOR))
- e. Verify Injury Severity (base on Class)
- f. Verify Days Hospitalized/Quarters match Narrative and One-Liner (if included)

IMPORTANT: Days affecting Work must be accounted for. If the MV cannot perform their primary duties due to injury, those days need to be entered. This will factor into the algorithm that provides the Event Cost with Injuries.

****Dive Reports that resulted in a Chamber Treatment for Decompression Sickness/Arterial Gas Embolism, the number of Days Restricted must be at least 30.****

Reference: MANMED P-117, Article 15-102, SECTION (n) Decompression Sickness/Arterial Gas Embolism, Subsection 2(b): Designated divers with history of DCS Type II or AGE whose symptoms resolve completely and who remain asymptomatic after the initial hyperbaric treatment may be cleared after 30 days to return to diving duty by a UMO without a waiver, provided there is brain +/- spine MRI performed within 7 days of the event and the MRI results are normal/unchanged.

- g. Verify Activity (based on Category)
- D. Person Info Page 2
 - a. Verify questions (based on Narrative (for example tox test results, student, flying status, training, etc.))
- E. Fatigue
 - a. Verify all entries (all mandatory)
- F. Deployment
 - a. Verify all entries (numbers must be greater than 0 on persons TDY (based on

Person #1: 87 Ffmsnco, Fratiano Injury Cost: \$306,000.00

Seating Position
 Row: Front
 Seat: Left

Ejection from Vehicle: Not Ejected

Driver Action: Exceeded Posted Speed Limit

Driver Condition: Apparently Normal

Driver License Status: Valid License

Driver License Restriction:
 None
 Prosthetic Aid
 Limited to Daylight Only
 Limited Other
 Military Vehicles Only
 Except Tractor-Trailer
 Corrective Lenses
 Automatic Transmission
 Limit to Employment
 CDL Intrastate Only
 Except Class A Bus
 Farm Waiver
 Mechanical Devices (Special Brakes, Hand Controls, or Other Adaptive Devices)
 Outside Mirror
 Must Be Accompanied By An Adult
 Motor Vehicles Without Air Brakes
 Except Class A and Class B Bus
 Other

Was the driver distracted? Yes No

Hours spent in vehicle prior to the event during the event trip: 0 hrs

Miles spent in vehicle prior to the event during the event trip: 2 miles

Injured Body Part Tier 1: Torso/Trunk

Injured Body Part Tier 2: Shoulder/Clavicle

Injury Type: Fracture
 Need help with injury types?

Illness Type: All Other

Injury Mechanism: Use the injury mechanism drill-down selector instead of the auto-complete.

Transport, Car Occupant Injured In Transport Accident, Car occupant injured in collision with car, pick-up truck or van

Injury Mechanism Tier 1: Transport

Injury Mechanism Tier 2: Car Occupant Injured In Transport Accident

Need help with injury mechanisms?

There is no Personal Protective Equipment / Life Support Equipment for this Person

Add New Personal Protective Equipment / Life Support Equipment

- Duty Status tier 2, Narrative, and 978))
- G. Vehicle Occupant (for motor vehicle mishaps)
- Verify Seating position (based on Narrative)
 - Verify Ejection (based on Narrative)
 - Verify Driver action (based on Narrative)
 - Verify Driver condition (based on Narrative)
 - Verify Driver distraction (based on Narrative)
- ***Sections E, F, & G are based on selections made inside of the report and may not be present for each report.***
- H. Injuries - Select Add New Injury
- Verify Injured Body Part tier 1 and 2 (based on Narrative and one-liner)
 - Verify Injury Type (based on Narrative, one-liner, and Help)
 - Verify Injury Mechanism tier 1, 2, 3 (based on Narrative, one-liner, and Category)
 - Verify all injuries in the Narrative are entered on the Injury page
- I. PPE (for Occupational and Weapons)
- Verify entry and answered questions (entry based on Person Info Page 2 question and Narrative)

***Section 1 is based on selections made inside of the report and may not be present for each report.**

Notes Section:

3 PERSONS

- + PERSON #1: E5; ; EODMU 1
- + PERSON #2: E4;
- + PERSON #3: E5;

3 PERSONS

- PERSON #1: E5; ; EODMU 1

| FIELD | VALUE |
|---|------------------|
| Person Number * | 1 |
| Was this person a factor in the event? * | Yes |
| Was this person injured in the event or contracted a work-related illness? * | Yes ⁱ |
| Was this person an operator of an object that caused or received damage? * | No |
| Was this person interviewed or did they provide a written witness statement as part of the event investigation? * | Yes |
| Last Name * | [REDACTED] |
| First Name * | [REDACTED] |
| Middle Name (optional) | [REDACTED] |
| Employment Status Tier 1 | US Navy |
| Employment Status Tier 2 | Regular |

Object Assignment

Diver Apparatus - MK-16 Mod 1 - Operator / Handler / Maintainer

Person Information (Page 1)

| | |
|--|---|
| Assigned Organization | Explosive Ordnance Disposal Mobile Unit One (EODMU 1) |
| Assigned Base (optional) | -- |
| Navy Enlisted Classification (NEC) | Senior EOD Technician |
| Navy Enlisted Rating | EXPLOSIVE ORDNANCE DISPOSAL (EOD) |
| Duty Status Tier 1 | On |
| Duty Status Tier 2 | TDY - Local Training |
| Shop/Code | PLT 121 |
| 1st line supervisor name at the time of the event/when the Occupational Illness was reported | [REDACTED] |
| Number of years of experience performing task at the time of the event/working in the primary field | 4 |
| Number of months of experience performing task at the time of the event/working in the primary field | 3 |
| Injury Severity | Lost Time Case |

Days Away from Work

| | |
|-------------------|---|
| Days Hospitalized | 0 |
| Days on Quarters | 2 |
| Total | 2 |

Days Affecting Work

| | |
|------------------|----|
| Days Restricted | 30 |
| Days Transferred | 0 |
| Days Partial | 0 |
| Total | 30 |

Is the injury the result of a sexual assault? --

Is the injury the results of voluntary participation in a wellness program or in a medical, fitness, or recreational activity such as blood donation, physical examination, flu shot, exercise class, racquetball, or baseball? No

Has this person requested that their name not appear on the OSHA 300 log? No

Was injured person treated in an emergency room? Yes

Was injured person hospitalized overnight as an in-patient (not including observation or diagnostic care)? No

Provider Name [REDACTED]

Provider Type MD, Hyperbaric, Emergency

Healthcare Facility Name UC San Diego Medical Center

Address 200 W. Arbor Drive

City, State, Zip or Foreign Country San Diego, CA 92103

Activity Tier 1 Combat Support/Training

Activity Tier 2 Diving (On Duty)

Person Information (Page 2)

Select "Yes" if ANY of the following three questions can be answered "Yes." Otherwise, select "No."

| | |
|---|----|
| 1. Did the use or malfunction of ANY Personal Protective Equipment or Life Support Equipment contribute to injury or damage? | No |
| 2. Did the absence or non-use of ANY REQUIRED Personal Protective Equipment or Life Support Equipment contribute to injury or damage? | No |
| 3. Did ANY Personal Protective Equipment or Life Support Equipment fail to operate as intended? | No |

Select "Persons" tab.
*QC Reviewer
Section View *

In the Persons Tab,

Expand each of the persons included in the report.

1. Review and verify required information (*) in Field has been filled out in its entirety.

Review and verify additional information provided in the report:

2. Person Information (Page 1)

3. Days Away from Work

4. Days Affecting Work

IMPORTANT: Days affecting Work must be accounted for. If the MV cannot perform their primary duties due to injury, those days need to be entered. This will factor into the algorithm that provides the Event Cost with Injuries.

****Dive Reports that resulted in a Chamber Treatment for Decompression Sickness/Arterial Gas Embolism the number of Days Restricted must be at least 30.****

Reference:
MANMED P-117,
Article 15-102,
Section (n)
Decompression

| | |
|---|--------------------------------|
| Were alcohol, drugs, or toxins a factor? | -- |
| Were toxicology tests accomplished? | No |
| Was this person a designated flying officer, a submarine officer and/or a medical officer at the time of the event? | No |
| Role (at the time of the event) | Operator, Not Motor Vehicle |
| Did the employee work any overtime in the last 7 days? | No |
| Number of overtime hours? | -- |
| Deployment / TDY Information | |
| Number of days this person had been TDY/PCS/Deployed to an Operation Contingency during the last 365 days | 0 |
| Injury Information | |
| Body (General, Cannot Specify) : Multiple Body Parts | 7 |
| Body Part Tier 1 | Body (General, Cannot Specify) |
| Body Part Tier 2 | Multiple Body Parts |
| Side of Body | N/A |
| Injury Type | Embolic Arterial Gas Embolism |
| Injury Mechanism Tier 1 | Overexertion |
| Injury Mechanism Tier 2 | Strenuous Movements |
| Was injury treated in a Hyperbaric Chamber | Yes |
| Symptom Onset Date | 14 AUG 2023 |
| Symptom Onset Time | 1011 |
| Depth | 130 |
| Initial Diagnosis | Hypoxia and AGE |
| Initial Diagnosis Made By | IDC |
| Final Diagnosis Made By | UMO |
| Started Re-compression Date | 14 AUG 2023 |
| Started Re-compression Time | 1300 |
| Reached Maximum Treatment Depth Date | 14 AUG 2023 |
| Reached Maximum Treatment Depth Time | 1303 |
| Completed Relief Date | 14 AUG 2023 |
| Completed Relief Time | 1303 |
| Number of Extensions Used/Depth | none |
| Completion of Treatment Date | 14 AUG 2023 |
| Completion of Treatment Time | 1748 |
| Completion of Treatment Partial Pressure of Oxygen | 99 |
| Recurrence Number | 0 |
| Treatment Table Used | TT-6 |
| Oxygen partial pressure used in treatment in tenths of atmospheres | 99 |
| Treatment Outcome | Asymptomatic |
| + PERSON #2: E4; | |
| + PERSON #3: E5; | |

Sickness/Arterial Gas Embolism, Subsection 2(b): Designated divers with history of DCS Type II or AGE whose symptoms resolve completely and who remain asymptomatic after the initial hyperbaric treatment may be cleared after 30 days to return to diving duty by a UMO without a waiver, provided there is brain +/- spine MRI performed within 7 days of the event and the MRI results are normal/unchanged.

5. Person Information (Page 2)

6. Deployment /TDY Information

7. Injury Information

Notes Section:

Sub-Section 11: Cost

No DOD PROPERTY WAS DAMAGED.

EVENT COST

ITEMIZED DOD PROPERTY DAMAGE COSTS:

ENVIRONMENTAL COSTS: A

| | |
|--|------------|
| CLEAN-UP: | \$0 |
| ENVIRONMENTAL DECONTAMINATION: | \$0 |
| RESTORATION OF GOVERNMENT AND PRIVATE PROPERTY: | \$0 |
| TOTAL ENVIRONMENTAL COST: | \$0 |
| TOTAL NON-DOD PROPERTY DAMAGED/DESTROYED COSTS (ESTIMATED): | \$0 |
| TOTAL EVENT COST (EXCLUDING INJURY COST): | \$0 |

EVENT COST WITH INJURIES

INFORMATION: [COST PER INJURY TYPE ESTIMATE TABLE](#) B

| | |
|--|-----------------|
| TOTAL EVENT COST (EXCLUDING INJURY COST): | \$0 |
| DODI 6055.07 INJURY COSTS: | |
| PERSON #1. USNC, WG10, WORKER/MAINTAINER (NON-AVIATION), LOST TIME | \$26,000 |
| CASE: ⓘ | |
| TOTAL INJURY COSTS: | \$26,000 |
| TOTAL EVENT COST WITH INJURIES: | \$26,000 |

PERSON INFORMATION

LAST NAME: Woods

FIRST NAME: Michael

MIDDLE NAME: (OPTIONAL)

EMPLOYMENT STATUS TIER 1: ⓘ US Navy

EMPLOYMENT STATUS TIER 2: ⓘ Regular

GRADE: E9

DoD ID: ⓘ 1092919200

Save

PERSON HEADER

PERSON #1: ⓘ FS Woods, Michael INJURY COST: \$1,000.00 ⓘ

OBJECT ASSIGNMENT

Assign this person to an object # (order of precedence shows)

- This person was an operator, handler, or maintainer of the object (i.e. pilot of an aircraft, driver of a vehicle)
- This person was a passenger or occupant of the object (i.e. passenger of a vehicle, occupant in a building)
- This person was injured directly or indirectly by the object (i.e. pedestrian struck by a vehicle, not an occupant of a vehicle that is struck by another vehicle)

Object #1: Diver Apparatus; KM-3F

Save

Select **“Cost”** on the left tab. (only viewable during report enter/editing).

*****There are multiple cost sections located within the report*****

A. The first set of costs are attached to the objects involved (SOP Section 2.8).

B. This is the second set attached to the person. Ensure costs are not being double reported.

Injuries Costs can be adjusted by selecting the Update Person Information.

a. This will re-open the Person information section.

Click **“Save”** at the bottom of each page, verifying the information that is present.

b. This will open the Object Assignment.

Click **“Save”** at the bottom of each page, verifying the information that is present.

Notes Section:

Injury Severity: LIST TIME CASE
Need Help With Severity Definitions?

Days Away from Work:
 Days Hospitalized:
 Days on Quarters:
 Total: 0

Days Affecting Work:
 Days Restricted: 14
 Days Transferred:
 Days Partial: 2
 Total: 16

Is the injury the result of a sexual assault? Yes No

Has this person requested that their name not appear on the OSHA 300 log? Yes No

Was injured person treated in an emergency room? Yes No

Was injured person hospitalized overnight as an in-patient (not including observation or diagnostic care)? Yes No

Provider Information

Provider Name:
 Provider Type:
 Healthcare Facility Name:
 Address:
 City, State, Zip or Foreign Country:

Activity Tier 1:

Save

c. This will open the Person Information (Page 1). In the middle of the page, enter in the correct days / adjustments that need to be made.

The days that are entered (i.e., Days Hospitalized, Days on Quarters, Days Restricted, Days Transferred, and Days Partial) all get factored into the Total Cost.

Click "Save" at the bottom of each page, verifying the information that is present.

Notes Section:

| FIELD | VALUE |
|---|------------|
| Itemized DOD Property Damage Costs | |
| Event Cost | |
| Total DOD Property Damage Costs | \$0.00 |
| Environmental Costs | |
| Clean-up | \$0.00 |
| Environmental Decontamination | \$0.00 |
| Restoration of Government and Private Property | \$0.00 |
| Total Non-DOD Property Damage Costs (Estimated) | \$0.00 |
| Description of Non-DOD Property Damaged/Destroyed | -- |
| Total Event Cost (Excluding Injury Cost) | \$0.00 |
| Event Cost With Injuries | |
| Total Event Cost with Injuries | \$0.00 |
| DODI 6055.07 Injury Costs | |
| Persons # 1: Regular E5 Operator, Not Motor Vehicle : | \$6,600.00 |
| Persons # 2: Regular E4 : | \$0.00 |
| Persons # 3: Regular E5 : | \$0.00 |
| Total Event Cost with Injuries | \$6,600.00 |

Select "Cost" tab.
***QC Reviewer Section View ***

1. Verify that appropriate cost has been assigned to:

1a. Environmental Cost; which includes: Clean-up, Environmental Decontamination, Restoration, and DOD Property Damage.

1b. Injury Cost associated with Mishap victim.

Notes Section:

2 Injuries

| # | ACTION | INJURED BODY PART | INJURY TYPE | INJURY MECHANISM |
|---|--------|----------------------|-------------|-----------------------------------|
| 1 | | Head/Neck Ext. Inner | Other | Drowning/Submersion Natural Water |
| 2 | | Head/Neck Ext. Inner | Other | Drowning/Submersion Natural Water |

DISPLAYING RESULTS 1 - 2 OF 2 RECORDS

To rearrange the order of records in the table above, simply drag a row to its new position within the table.

EVENT COST WITH INJURIES

INFORMATION: COST PER INJURY TYPE ESTIMATE TABLE

TOTAL EVENT COST (EXCLUDING INJURY COST): \$0

DODI 6055.07 INJURY COSTS:

- PERSON #1: REG3, E6, OTHER, DESCRIBE, LOST TIME CASE: \$11,800
- PERSON #2: REG3, E6, OPERATOR, NOT MOTOR VEHICLE, LOST TIME CASE: \$58,600

TOTAL INJURY COSTS: \$70,400

TOTAL EVENT COST WITH INJURIES: \$70,400

1.b.1

1.b.2

Help Viewer: FY 2020 Updated Cost per Injury Type Estimate Table

FY 2020 Updated Cost per Injury Type Estimate Table

US Army, Conant Readiness Support Center

Table 1. Cost of Individual Injuries resulting from mishaps.

Event Injury Cost Standards Table for use in FY20 (using FY19 CPI)

| | No Lost Time per Injury | Days Away from Work per Day | Day Hospitalized per Day | Permanent Partial Disability Injury | Permanent Total Disability Injury | Fatality |
|-------------------------------|-------------------------|-----------------------------|--------------------------|-------------------------------------|-----------------------------------|-----------|
| Flying, Sub. Medical Officers | 1,400 | 2,600 dw | 9,400 dw | 2,400,000 ^E | 9,100,000 ^E | 9,600,000 |
| Other Officers | 1,400 | 2,600 dw | 9,400 dw | 998,000 ^F | 1,200,000 ^E | 9,900,000 |
| Enlisted Personnel/Cadets | 1,400 | 2,600 dw | 9,400 dw | 396,000 ^F | 1,200,000 ^E | 9,600,000 |
| Civilian Employees | 1,400 | 2,600 dw | 9,400 dw | 818,000 ^F | 1,900,000 ^F | 9,600,000 |

Table Notes:

^A At the beginning of each fiscal year update all costs in this table with the inflation factor based on the Consumer Price Index using the change in CPI from the average of the previous calendar year to the average of the current calendar year (FY).

^B Lost Time cases include profiles, restricted duty, and job transfers. Cost was determined as historical direct medical costs plus a one-time indirect cost multiplier.

^C Days Away from Work Per Day is the cost for each day away from work, to include quarters, or other recuperation away from work; excludes hospitalization. Cost was determined as historical direct medical costs plus a one-time indirect cost multiplier.

^D Days Hospitalized Per Day is the cost for each day of inpatient hospitalization. Cost was determined as historical direct medical costs plus a one-time indirect cost multiplier.

^E Permanent Total Disability (PTD) costs of military personnel include training costs, travel medical interventions (cost of average hospital stay), base pay for hospital stay, and partial disability payments over 30-year period. Permanent Total Disability (PTD) costs of civilian personnel was determined based on inclusion of training costs, travel medical interventions (cost of average hospital stay), base pay for hospital stay, and total disability payments over 30-year period. If the PFD or PTD are diagnosed after hospitalization days, the hospitalization days costs are not included and the PFD and PTD flat rate equals the total cost for that injury.

^F Direct wage and medical costs from historical Office of Workers Compensation data.

1.b.1 If injury cost is higher than expected, double check to see if injuries are doubled/repeated under Persons.

1.b.2 To assist with estimating Injury Cost, Select the Cost Per Injury Type Estimate Table.

Notes Section:

Sub-Section 12: Findings

A1 → **Add New Finding / Evidence** → **A**

Findings

| FINDING NUMBER | CAUSAL INDICATOR | FINDING NARRATIVE |
|----------------|------------------|---|
| 1 | Causal | Speed Limit on that stretch of the road is 25 miles per hour. SVM was traveling at a speed in excess of 31 mph. |

DISPLAYING RESULTS 1 - 1 OF 1 RECORDS

Finding Number: *

Finding Type: *

Causal Indicator: *

Finding Narrative: *

Speed Limit on that stretch of the road is 25 miles per hour. SVM was traveling at a speed in excess of 31 mph.

Click “**Findings**” on the left tab (only viewable during report enter/editing).

- A. The finding represents:
1. specific information that pertains to a factor
 2. or is a contributor to a factor
 3. or a contributor to a recommendation.

A1. Select: Add Findings / Evidence and fill out required fields (*) Finding Type, Causal Indicator, and Finding Narrative.

Notes Section:

Click “**Findings**” Under Data Viewer-Findings.
***QC Reviewer Section View ***

Verify the finding contains:
 Specific information that pertains to:
 1. Finding Type.
 2. Causal Indicator.
 3. Finding Narrative.

Notes Section:

Sub-Section 13: HFAC / MFAC

Click “**HFAC/MFAC**” on the left tab.
HFACS Event Level

- Supervision and Organization tiers are not coded against a specific person; rather they are assigned against the event. Actions or inactions at these tiers are errors that exist within the organization or elsewhere in the supervisory chain of command that affect the sequence of events characteristic of an event.

HFACS Person Level

- If a person's actions or inactions directly impacted the outcome of the event, capture this person's Acts and Preconditions. These are the actions or inactions of operators that tend to be close in time and space to the event occurrence.

Notes Section:

Sub-Section 14: Recommendations

Risk Assessment Code RAC Calculator is only viewable by selecting Responsible Category

Mandatory Fields to Complete (*)

Click **“Recommendations”** on the left tab (only viewable during report enter/editing)

Identify and document hazard(s) found during inspections or investigations that played a role in the Event sequence, and answered by this recommendation. Hazards are defined as any real or potential condition that can cause injury or occupational illness to personnel; damage to or loss of a system, equipment or property; or damage to the environment. This should be a short concise statement of the hazard.

Ensure to check and verify for correctness (mandatory fields (*)) and check for PII.

Notes Section:

***QC Reviewer Section View ***

Click **“Recommendations - Information”** on the left tab.

***QC Reviewer Section View ***

Ensure to check and verify for correctness (mandatory fields (*)) and check for PII.

Notes Section:

Sub-Section 15: Validation

ENVIRONMENT

RISK MANAGEMENT

OBJECTS (0)

HOME PAGE

PERSONS (0)

HOME PAGE

COST

FINDINGS

NARRATIVE

FACTORS (0)

HOME PAGE

EXHIBITS

REPORT AUTHENTICATION

PREVIEW FINAL MESSAGE

MESSAGES

VALIDATION

HISTORY LOG

DATA VIEWER

DUTY STATUS: On-Duty ACTO Org: MARINE CORPS AIR ST

ONELINER: MCMAP Training: Improper technique: right clavicle: broken

INVESTIGATION PROCESS: Privileged Safety: investigation without a Promise of Confidentiality

SHORT LINKS: Event • Messages • Data Viewer • Worksheet

EVENT TOOLS (DEVELOPER/TESTER/QC ONLY)

+ EXPAND ALL SECTIONS - COLLAPSE ALL SECTIONS

GENERAL INFORMATION

LOCATION

ENVIRONMENT

1 RISK MANAGEMENT

0 OBJECTS

LOST

PROGRESS

NARRATIVE

FACTORS (0)

HOME PAGE

EXHIBITS

REPORT AUTHENTICATION

PREVIEW FINAL MESSAGE

MESSAGES

VALIDATION

HISTORY LOG

DATA VIEWER

HOME PAGE

HISTORY LOG

ACCESS LOG

RETURN TO QC

MY "TO-DO" LIST

MY CALENDAR

ANALYTICS

INVESTIGATIONS

HAZARD MANAGEMENT

SAFETY INSPECTIONS

DIVE AND JUMP LOG

TRAINING

PUBS & REFS

ADMIN

FEEDBACK

DUTY STATUS: On-Duty ACTO Org: MARINE CORPS AIR STATION YUMA

ONELINER: MCMAP Training: Improper technique: right clavicle: broken

INVESTIGATION PROCESS: Privileged Safety: investigation without a Promise of Confidentiality

SHORT LINKS: Event • Messages • Data Viewer • Worksheet

EVENT TOOLS (DEVELOPER/TESTER/QC ONLY)

VALIDATION RESULTS (+ EXPAND ALL) (- COLLAPSE ALL)

You Are 98% Complete!

The Validator Found 8 Issues and 2 Warnings.

| | |
|----------------------|---------------------|
| 1 ISSUES, 0 WARNINGS | INVESTIGATORS |
| 2 ISSUES, 1 WARNINGS | GENERAL INFORMATION |
| 0 ISSUES, 0 WARNINGS | LOCATION |
| 0 ISSUES, 0 WARNINGS | ENVIRONMENT |
| 0 ISSUES, 0 WARNINGS | RISK MANAGEMENT |
| 0 ISSUES, 0 WARNINGS | OBJECTS |
| 1 ISSUES, 0 WARNINGS | PERSONS |
| 1 ISSUES, 0 WARNINGS | HUMAN FACTORS |
| 0 ISSUES, 0 WARNINGS | COST |
| 3 ISSUES, 0 WARNINGS | NARRATIVE |
| 0 ISSUES, 1 WARNINGS | FINANCIAL/RISKS |
| 0 ISSUES, 0 WARNINGS | OF S'ORS |
| 0 ISSUES, 0 WARNINGS | EXHIBITS |

CLEAR VALIDATOR RESULTS

Wind Speed: 10 kts
Wind Dir: 100°

Drives Contaminants

Altitude: 100 ft
Air Temperature: 80°F
Water Temperature: 80°F
Wetness Type: None
Current: 0 in/hr
Compressed Water: No

Identify the Surface

Identify surface environmental conditions present at the time of event?

What weather conditions were present at the time of the event?

Save Save and Run Validation

Notes Section:

Click “**Validation**” on the left tab (viewable during report enter/editing).

This feature will check for consistency and completion for ALL sections.


A. Any discrepancies will be identified as either an Issue or a Warning.

Issue: Missing Information that was required.

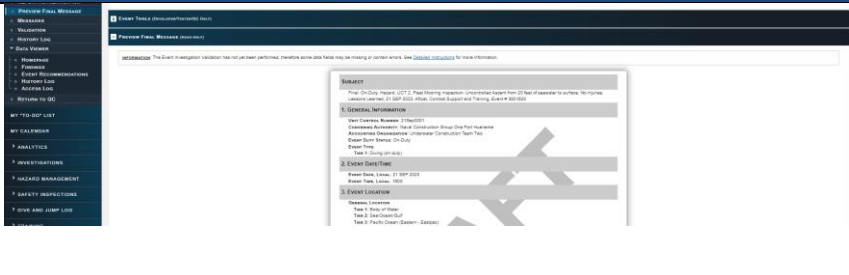
Warning: Missing Information that is recommended.

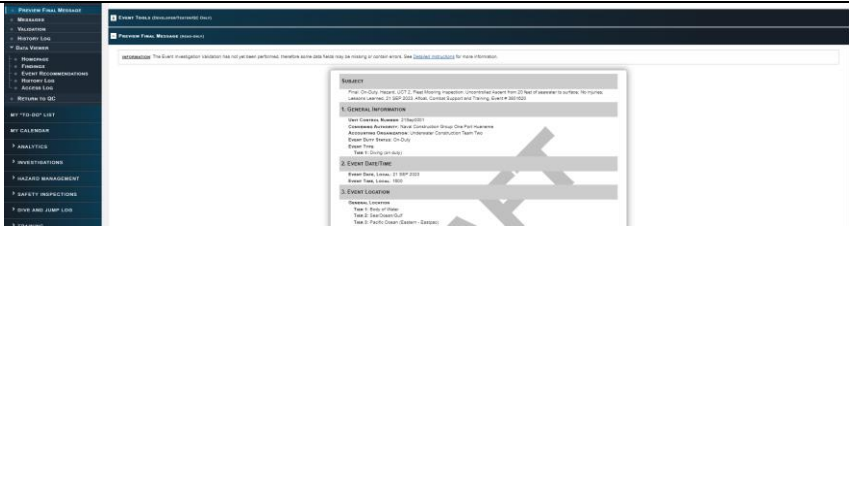
B. To correct the issues and warnings, expand each section that was identified and select. This will bring you to the section where corrections can be made.

C. Remember to select Save / Run Validation at the bottom to verify issue was corrected prior to moving on to any further discrepancies.

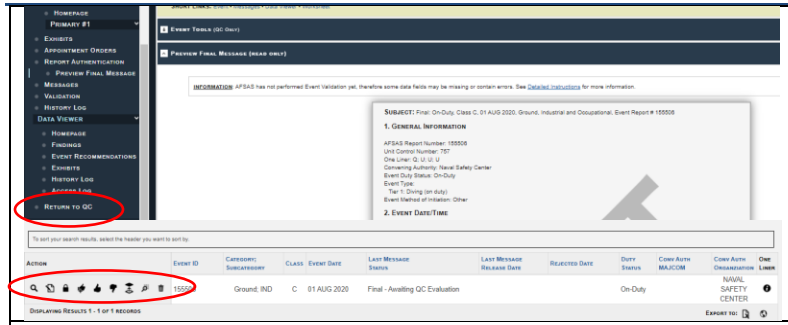
| | |
|---|--|
|  | <p>Click “Validation” on the left tab. *QC Reviewer Section View *</p> <p>Check for any discrepancies within the report. The submitter may not have validated prior to submitting for QC.</p> <p>All Categories should have a 0 Issues and 0 Warnings indicated by all green.</p> |
| <p><u>Notes Section:</u></p> | |

Sub-Section 16: Preview Message

| | |
|---|--|
|  | <p>Click “Preview Message” on the left tab (viewable during report enter/editing).</p> <p>Review the entire message for correctness, completeness, and ensure there is no PII.</p> |
| <p><u>Notes Section:</u></p> | |

| | |
|--|---|
|  | <p>Click “Preview Message” on the left tab. *QC Reviewer Section View *</p> <p>Review the entire message for correctness, completeness, and ensure there is no PII.</p> <p>This will be the Final Message format if/when approved.</p> <p>Take the time to verify all information and grammar are correct. Ensure that the Message will be able to clearly articulate the event.</p> |
| <p><u>Notes Section:</u></p> | |

Sub-Section 17: Return to QC



Click **“Return to QC”** at the bottom of the left tab.

Use the **“Action Icons”** to proceed with the appropriate action for that message (Action Icons explained in Section 3).

Notes Section:

Section 3: Quality Control Functions

The following functions outline specific steps to completing various Quality Control actions while performing Quality Control of a report.

Sub-Section 1: Search Event Report

Search Investigations is a feature designed to find individual investigations quickly. Search criteria can be used to narrow search results. It is not designed to be utilized as a comprehensive search tool for the purposes of Reporting and Analytics.

To Search Investigations:

STEP 1: Navigate to **SAFETY**→**QUALITY CONTROL**→**SEARCH EVENT REPORTS**

STEP 2: Complete search parameters as desired to narrow search results. Results will display based on fields completed. Not every field is required.

STEP 3: Click **“Search Event Reports”**.

STEP 4: Search results will display on the populated screen. Locate the report you were searching for, or if you do not see the report you were searching, click **“Modify Search”** to adjust the search parameters.

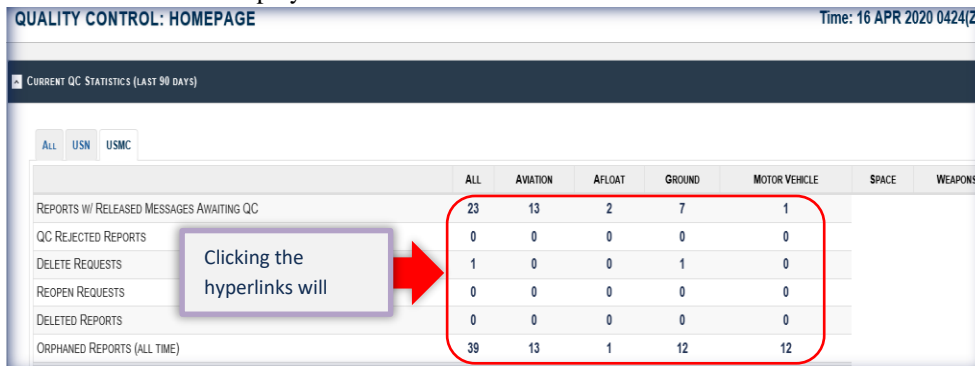
STEP 5: Utilize the action icons to view, modify, request access, or delete a report. Action icons available will depend on your assigned roles and permissions.

Accessing Investigations from QC Homepage:

STEP 1: Navigate to **SAFETY**→**QUALITY CONTROL**→**HOMEPAGE**

STEP 2: Under the **“Current QC Statistics”** header, click the number hyperlinks for the desired category

STEP 3: Search results will display




Time: 16 APR 2020 0424(Z)

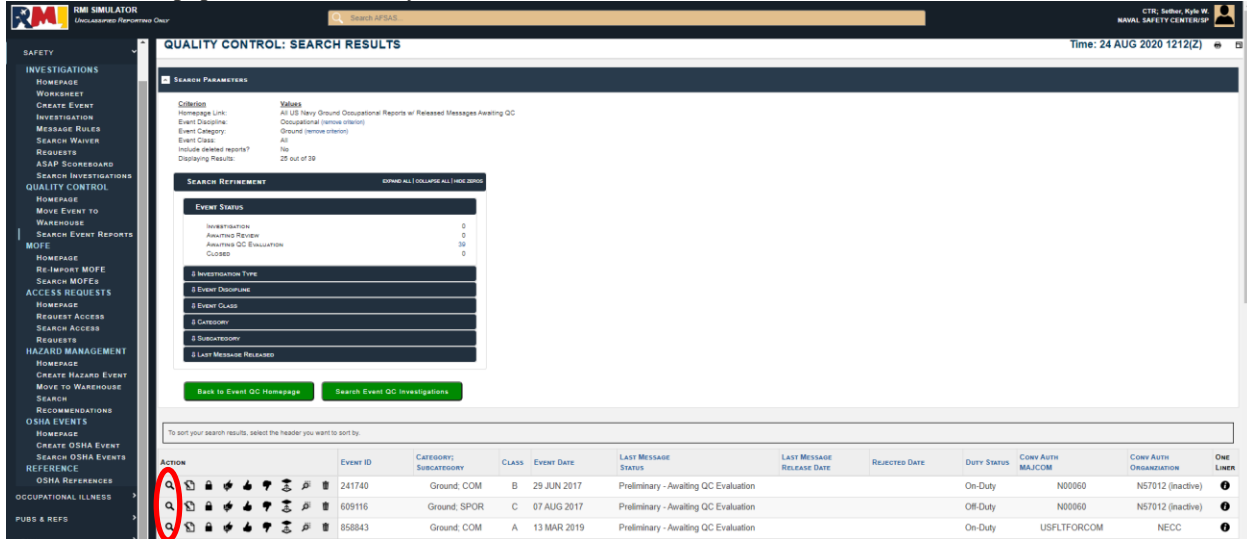
CURRENT QC STATISTICS (LAST 90 DAYS)

| | ALL | AVIATION | AFLOAT | GROUND | MOTOR VEHICLE | SPACE | WEAPONS |
|--|-----|----------|--------|--------|---------------|-------|---------|
| REPORTS W/ RELEASED MESSAGES AWAITING QC | 23 | 13 | 2 | 7 | 1 | | |
| QC REJECTED REPORTS | 0 | 0 | 0 | 0 | 0 | | |
| DELETE REQUESTS | 1 | 0 | 0 | 1 | 0 | | |
| REOPEN REQUESTS | 0 | 0 | 0 | 0 | 0 | | |
| DELETED REPORTS | 0 | 0 | 0 | 0 | 0 | | |
| ORPHANED REPORTS (ALL TIME) | 39 | 13 | 1 | 12 | 12 | | |

Figure 3.0 Accessing Investigations from QC Homepage

Sub-Section 2: To View Messages

- STEP 1:** From QC Search Results, locate the investigation you wish to update. Click the view action icon.
-  You will only see the view action icon if you have the permissions to view the investigation.
- STEP 2:** Click “View Message” action icon on the populated screen to view full message details. This will populate as a read only format.



QUALITY CONTROL: SEARCH RESULTS

Time: 24 AUG 2020 12:12(Z)

SEARCH PARAMETERS

Criterion: Values
 Homepage Link: All US Navy Ground Occupational Reports w/ Released Messages Awaiting QC
 Event Discipline: Occupational (remove filter)
 Event Category: Ground (remove filter)
 Event Class: All
 Include deleted reports?: No
 Displaying Results: 25 out of 39

SEARCH REFINEMENT SHOW ALL | COLLAPSE ALL | HIDE ZERO

Event Status

| | |
|------------------------|----|
| Investigation | 0 |
| Awaiting Review | 0 |
| Awaiting QC Evaluation | 36 |
| Closed | 0 |

Investigation Type

Event Discipline

Event Class







Category

Subcategory


Last Message Released

Back to Event QC Homepage Search Event QC Investigations

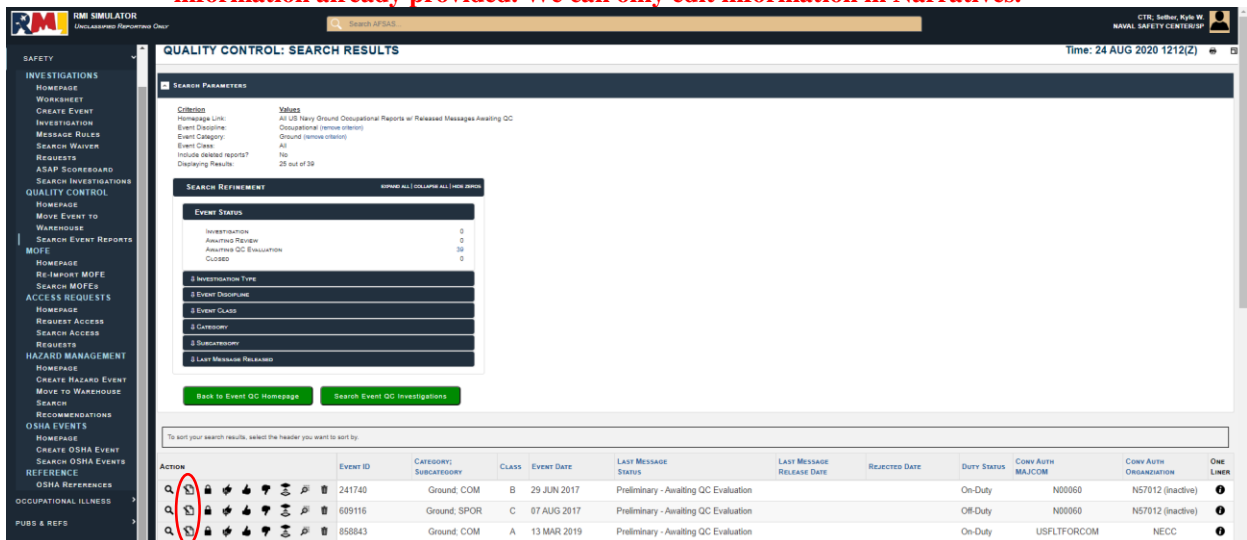
To sort your search results, select the header you want to sort by.

| ACTION | Event ID | CATEGORY/ SUBCATEGORY | CLASS | Event Date | LAST MESSAGE STATUS | LAST MESSAGE RELEASE DATE | REJECTED DATE | Duty Status | COMV AUTH MAJ/COM | COMV AUTH ORGANIZATION | ONE LINER |
|---|----------|--------------------------|-------|-------------|--------------------------------------|------------------------------|---------------|-------------|----------------------|---------------------------|---|
|  | 241740 | Ground, COM | B | 29 JUN 2017 | Preliminary - Awaiting QC Evaluation | | | On-Duty | N00060 | N57012 (inactive) |  |
|  | 609116 | Ground, SPOR | C | 07 AUG 2017 | Preliminary - Awaiting QC Evaluation | | | Off-Duty | N00060 | N57012 (inactive) |  |
|  | 858843 | Ground, COM | A | 13 MAR 2019 | Preliminary - Awaiting QC Evaluation | | | On-Duty | USFLTFORCOM | NECC |  |

Sub-Section 3: To Update Investigations

- STEP 1:** From QC Search Results, locate the investigation you wish to update. Click the update action icon.
-  You will only see the update action icon if you have the permissions to update the investigation.
- STEP 2:** Update Event Investigation page will display. Edit fields as necessary.
- STEP 3:** Click “Update Event Investigation”.

*****Do not change any of the selections made in the report! Changing one selection could add or remove information already provided. We can only edit information in Narratives.*****



QUALITY CONTROL: SEARCH RESULTS

Time: 24 AUG 2020 12:12(Z)

SEARCH PARAMETERS

Criterion: Values
 Homepage Link: All US Navy Ground Occupational Reports w/ Released Messages Awaiting QC
 Event Discipline: Occupational (remove filter)
 Event Category: Ground (remove filter)
 Event Class: All
 Include deleted reports?: No
 Displaying Results: 25 out of 39

SEARCH REFINEMENT SHOW ALL | COLLAPSE ALL | HIDE ZERO

Event Status

| | |
|------------------------|----|
| Investigation | 0 |
| Awaiting Review | 0 |
| Awaiting QC Evaluation | 36 |
| Closed | 0 |

Investigation Type

Event Discipline

Event Class







Category

Subcategory


Last Message Released

Back to Event QC Homepage Search Event QC Investigations

To sort your search results, select the header you want to sort by.

| ACTION | Event ID | CATEGORY/ SUBCATEGORY | CLASS | Event Date | LAST MESSAGE STATUS | LAST MESSAGE RELEASE DATE | REJECTED DATE | Duty Status | COMV AUTH MAJ/COM | COMV AUTH ORGANIZATION | ONE LINER |
|---|----------|--------------------------|-------|-------------|--------------------------------------|------------------------------|---------------|-------------|----------------------|---------------------------|---|
|  | 241740 | Ground, COM | B | 29 JUN 2017 | Preliminary - Awaiting QC Evaluation | | | On-Duty | N00060 | N57012 (inactive) |  |
|  | 609116 | Ground, SPOR | C | 07 AUG 2017 | Preliminary - Awaiting QC Evaluation | | | Off-Duty | N00060 | N57012 (inactive) |  |
|  | 858843 | Ground, COM | A | 13 MAR 2019 | Preliminary - Awaiting QC Evaluation | | | On-Duty | USFLTFORCOM | NECC |  |

Sub-Section 4: To Reopen Event Investigations

- STEP 1:** From QC Search Results, locate the investigation you wish to update. Click the reopen action icon.
-  You will only see the reopen action icon if you have the permissions to reopen the investigation.

STEP 2: Reopen Event Investigation page will display. Provide justification.

STEP 3: Click “Reopen Investigation”.

*****This function will be turned off for the QC'er and is only available for the QC Manager Only.*****

| ACTION | EVENT ID | INVESTIGATION STATUS | EVENT DATE | DAYS OPEN | CLASS | CATEGORY & SUBCATEGORY | LAST MESSAGE STATUS | LAST MESSAGE RELEASE DATE | NEXT MESSAGE DUE (Days) | OBJECT 1, TIER 2 | DUTY STATUS | COMV AUTH MAJCOM | COMV AUTH ORGANIZATION | ONE LINER |
|------------------|----------|----------------------|-------------|-----------|-------|------------------------|---------------------|---------------------------|-------------------------|------------------------|-------------|------------------|------------------------|-----------|
| 🔍 🗑️ 🛑 📄 📅 🗑️ 🗑️ | 689308 | Closed | 03 JUN 2020 | 50 | D | Ground, IND | Final | 23 JUL 2020 | -- | Component Parts, Other | On-Duty | | NAVAL SAFETY CENTER | 👤 |

Sub-Section 5: Close Event Investigation without Creating Message

STEP 1: From QC Search Results, locate the investigation you wish to update. Click the close event without creating message icon. You will only see the close action icon if you have the permissions to act on the investigation.

STEP 2: Close Investigation page will display. Provide comments.

STEP 3: Click “Close Investigation”.

*****This function will be turned off for the QC'er.*****

| ACTION | EVENT ID | CATEGORY/ SUBCATEGORY | CLASS | EVENT DATE | LAST MESSAGE STATUS | LAST MESSAGE RELEASE DATE | REJECTED DATE | DUTY STATUS | COMV AUTH MAJCOM | COMV AUTH ORGANIZATION | ONE LINER |
|------------------|----------|-----------------------|-------|-------------|--------------------------------------|---------------------------|---------------|-------------|------------------|------------------------|-----------|
| 🔍 🗑️ 🛑 📄 📅 🗑️ 🗑️ | 241740 | Ground, COM | B | 29 JUN 2017 | Preliminary - Awaiting QC Evaluation | | | On-Duty | N00060 | N57012 (inactive) | 👤 |
| 🔍 🗑️ 🛑 📄 📅 🗑️ 🗑️ | 609116 | Ground, SPOR | C | 07 AUG 2017 | Preliminary - Awaiting QC Evaluation | | | Off-Duty | N00060 | N57012 (inactive) | 👤 |
| 🔍 🗑️ 🛑 📄 📅 🗑️ 🗑️ | 858843 | Ground, COM | A | 13 MAR 2019 | Preliminary - Awaiting QC Evaluation | | | On-Duty | USFLTFORCOM | NECC | 👤 |

Sub-Section 6: Approve Message with Comments

STEP 1: From QC Search Results, locate the investigation you wish to update. Click the approve with comments action icon. You will only see the approve with comments action icon if you have the permissions to act on the investigation.

STEP 2: QC: Approve Message With Comments page will display. Preview Message.
Provide comments.

STEP 3: Click “QC Approve With Comments”.

*****See Section 4.1 for our Standard Approval Message (Page 36 of SOP)*****

| ACTION | EVENT ID | CATEGORY; SUBCATEGORY | CLASS | EVENT DATE | LAST MESSAGE STATUS | LAST MESSAGE RELEASE DATE | REJECTED DATE | DUTY STATUS | CONV AUTH MAJCOM | CONV AUTH ORGANIZATION | ONE LINER |
|-----------------------------|----------|-----------------------|-------|-------------|--------------------------------------|---------------------------|---------------|-------------|------------------|------------------------|-----------|
| 🔍 🗑️ 📄 🗑️ 🗑️ 🗑️ 🗑️ 🗑️ 🗑️ 🗑️ | 241740 | Ground; COM | B | 29 JUN 2017 | Preliminary - Awaiting QC Evaluation | | | On-Duty | N00060 | N57012 (inactive) | 👤 |
| 🔍 🗑️ 📄 🗑️ 🗑️ 🗑️ 🗑️ 🗑️ 🗑️ 🗑️ | 609116 | Ground; SPOR | C | 07 AUG 2017 | Preliminary - Awaiting QC Evaluation | | | Off-Duty | N00060 | N57012 (inactive) | 👤 |
| 🔍 🗑️ 📄 🗑️ 🗑️ 🗑️ 🗑️ 🗑️ 🗑️ 🗑️ | 858843 | Ground; COM | A | 13 MAR 2019 | Preliminary - Awaiting QC Evaluation | | | On-Duty | USFLTFORCOM | NECC | 👤 |

QUALITY CONTROL: APPROVE MESSAGE WITH COMMENTS

Event Report #57281

Event Header

Event Report #: 57281 CLASS: C
 Duty Status: On-Duty ACFT: OMS Naval Safety Center
 Event Date: 25 MAY 2020
 One Liner: RUNNING PRT SVM SLIPPED AND FELL, RIGHT ANKLE SPRAIN, 7 DAYS LWT
 Investigation Process: Privileged Safety Investigation without a Promise of Confidentiality
 Made in Work; Date: Awaiting QC Review
 ACFT: OMS -

SHORT LINKS: Event • Messages • Data Viewer • Worksheet

Event Tools (0): (0/0)

MESSAGE AWAITING QC EVALUATION

RELEASE DATE: 17 AUG 2020 1553(Z)

CLASSIFICATION: UNCLASSIFIED

FROM: Naval Safety Center (NAVAL SAFETY CENTER)
 SUBJECT: Final: On-Duty, Class C, 26 MAY 2020, Ground, Sports, Recreation, and Individual Fitness, Event Report # 657281

1. GENERAL INFORMATION
 AFSAS Report Number: 657281
 Unit Control Number: 12345
 One Liner: RUNNING PRT SVM SLIPPED AND FELL, RIGHT ANKLE SPRAIN, 7 DAYS LWT
 Convening Authority: Naval Safety Center
 Event Duty Status: On-Duty
 Event Type:

Preview Message

Grade: CTR
 Organization: NAVAL SAFETY CENTER/SP
 Email: kyle.melton@navy.mil
 DSN: (312)-
 Commercial USA: (737) 444-3529 x7165

QC EVALUATION

Updated One Liner Updated Event Category Corrected Cost Set Object as repairable Clear All

QC Evaluation: *

This field contains 0 characters with 0 words in 0 paragraphs.

INFORMATION: Upon Submission AFSAS will:

- Publish this message via Message Rules.
- Make this message available via the Manage Messages page.
- Migrate all Recommendations to the Hazard Management module.
- Migrate this Event Investigation to the Datawarehouse.
- Close this Event Investigation.

Send comments to all named investigators for this investigation.

Spell Check QC Approve With Comments Cancel

Use buttons to provide quick comments for approving

Sub-Section 7: Reject Messages with Comments

STEP 1: From QC Search Results, locate the investigation you wish to update. Click the reject message with comments action icon. You will only see the reject with comments action icon if you have the permissions to act on the investigation.

STEP 2: QC: Reject With Comments page will display. Enter rejection reason.

STEP 3: Click “Reject and Send Comments”.

*****See Section 4.2 for our Standard Rejection Message and Criteria (Page 36 of SOP)*****

| ACTION | EVENT ID | CATEGORY; SUBCATEGORY | CLASS | EVENT DATE | LAST MESSAGE STATUS | LAST MESSAGE RELEASE DATE | REJECTED DATE | DUTY STATUS | CONV AUTH MAJCOM | CONV AUTH ORGANIZATION | ONE LINER |
|-----------------------------|----------|-----------------------|-------|-------------|--------------------------------------|---------------------------|---------------|-------------|------------------|------------------------|-----------|
| 🔍 🗑️ 📄 🗑️ 🗑️ 🗑️ 🗑️ 🗑️ 🗑️ 🗑️ | 241740 | Ground; COM | B | 29 JUN 2017 | Preliminary - Awaiting QC Evaluation | | | On-Duty | N00060 | N57012 (inactive) | 👤 |
| 🔍 🗑️ 📄 🗑️ 🗑️ 🗑️ 🗑️ 🗑️ 🗑️ 🗑️ | 609116 | Ground; SPOR | C | 07 AUG 2017 | Preliminary - Awaiting QC Evaluation | | | Off-Duty | N00060 | N57012 (inactive) | 👤 |
| 🔍 🗑️ 📄 🗑️ 🗑️ 🗑️ 🗑️ 🗑️ 🗑️ 🗑️ | 858843 | Ground; COM | A | 13 MAR 2019 | Preliminary - Awaiting QC Evaluation | | | On-Duty | USFLTFORCOM | NECC | 👤 |

Preview Message

Associated Findings: 1 - SVM score improper footwear
 Causal Factor: AE201 - Inadequate Real-Time Risk Assessment
 Associated Findings: 1 - SVM score improper footwear

14. EVENT LEVEL DOD HUMAN FACTORS
 15. MATERIEL FACTORS
 16. OBJECTS INFORMATION
 There are no Objects entered for this event.

17. SAFETY INVESTIGATION BOARD PERSONNEL
 POSITION: SINGLE INVESTIGATING OFFICER
 Name: Sether, Kyle W.
 Grade: CTR
 Organization: NAVAL SAFETY CENTER/SP
 Commercial USA: (757) 444-3520 x7165
 Email: kyle.sether.cb@navy.mil

18. RELEASING OFFICIAL
 Name: Kyle Sether
 Grade: CTR
 Organization: NAVAL SAFETY CENTER/SP
 Commercial USA: (757) 444-3520 x7165
 Email: kyle.sether.cb@navy.mil

SUSPENSE DATE
 Submit corrected message in days.
 Calculated Suspense Date: 03 SEP 2020

SEND A REJECTION NOTIFICATION TO THE FOLLOWING RECIPIENTS

Required:
 Naval Safety Center (Convening Authority)/SEG
 Sether, Kyle W.: NAVAL SAFETY CENTER/SP (SIO)
 Naval Safety Center (Convening Authority)/SE
 CTR, Sether, Kyle W.: NAVAL SAFETY CENTER/SP (Releaser)

Optional:
 Organizations
 AFSEC
 AFSEC personnel

Additional:

QC EVALUATION

QC Rejection Reason:

Enter Justification

Use buttons to provide quick comments for rejecting

This field contains 0 characters with 0 words in 0 paragraphs.
 QC rejection reason contains privileged information, do not show in e-mail.

Sub-Section 8: Move to Data Warehouse

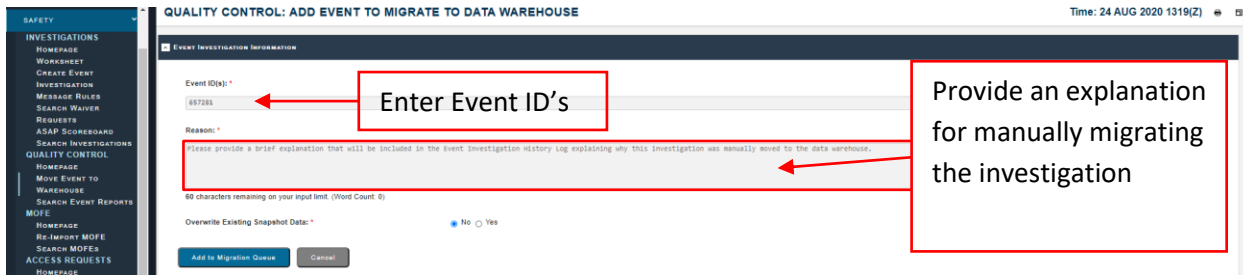
STEP 1: From QC Search Results, locate the investigation you wish to update. Click the move data to warehouse action icon. You will only see the action icon if you have the permissions to act on the investigation.

STEP 2: Add Event to Move to Data Warehouse page will display. Enter reason.

STEP 3: Click "Add to Migration Queue".

*****This function will be turned off for the QC'er.*****

| ACTION | EVENT ID | CATEGORY; SUBCATEGORY | CLASS | EVENT DATE | LAST MESSAGE STATUS | LAST MESSAGE RELEASE DATE | REJECTED DATE | DUTY STATUS | CONV AUTH MAJCOM | CONV AUTH ORGANIZATION | ONE LINER |
|--------|----------|-----------------------|-------|-------------|--------------------------------------|---------------------------|---------------|-------------|------------------|------------------------|-----------|
| | 241740 | Ground, COM | B | 29 JUN 2017 | Preliminary - Awaiting QC Evaluation | | | On-Duty | N00060 | N57012 (inactive) | |
| | 609116 | Ground, SPOR | C | 07 AUG 2017 | Preliminary - Awaiting QC Evaluation | | | Off-Duty | N00060 | N57012 (inactive) | |
| | 858843 | Ground, COM | A | 13 MAR 2019 | Preliminary - Awaiting QC Evaluation | | | On-Duty | USFLTFORCOM | NECC | |



Sub-Section 9: Mark Event Report as Deleted

STEP 1: From QC Search Results, locate the investigation you wish to update. Click the mark as deleted action icon.

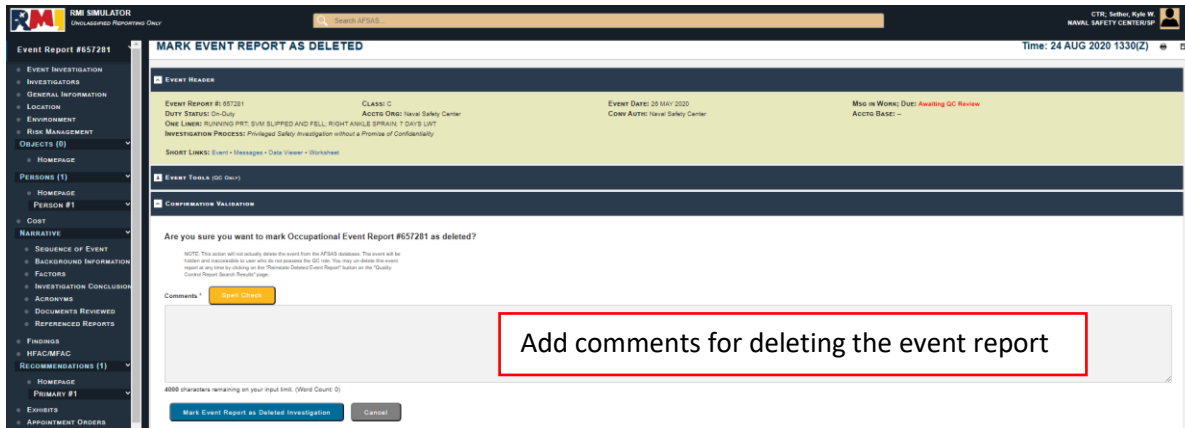
STEP 2: Mark Event Report As Deleted page will display. Enter justification.

STEP 3: Click “Delete Investigation”.

*****This function will be turned off for the QC'er.*****

Note: This action does not delete the event from the database. The event will be hidden to users who do not possess the QC role. Users with the QC role may un-delete the event at any time by clicking on the “Reinstate Deleted Event Report” button on the “Quality Control Report Search Results” page.

| ACTION | EVENT ID | CATEGORY/ SUBCATEGORY | CLASS | EVENT DATE | LAST MESSAGE STATUS | LAST MESSAGE RELEASE DATE | REJECTED DATE | DUTY STATUS | COMV AUTH MAJCOM | COMV AUTH ORGANIZATION | ONE LINER |
|--------|----------|--------------------------|-------|-------------|--------------------------------------|------------------------------|---------------|-------------|---------------------|---------------------------|--------------|
| | 241740 | Ground; COM | B | 29 JUN 2017 | Preliminary - Awaiting QC Evaluation | | | On-Duty | N00060 | N57012 (inactive) | |
| | 609116 | Ground; SPOR | C | 07 AUG 2017 | Preliminary - Awaiting QC Evaluation | | | Off-Duty | N00060 | N57012 (inactive) | |
| | 858843 | Ground; COM | A | 13 MAR 2019 | Preliminary - Awaiting QC Evaluation | | | On-Duty | USFLTFORCOM | NECC | |



Sub-Section 10: Tabs (Documents & Attachments)

| STATUS | NAME | NON-PRIVILEGED EXHIBITS (PART 3) | PRIVILEGED EXHIBITS (PART 2) | POST-INVESTIGATIVE EXHIBITS (PART 3) | FILES FILE SIZE |
|----------|-------------------------------------|----------------------------------|------------------------------|--------------------------------------|-----------------|
| Optional | Appointment Orders | 0 | 0 | 0 | 0 bytes |
| Optional | Casual Notifications | 0 | 0 | 0 | 0 bytes |
| Optional | Casual Responses | 0 | 0 | 0 | 0 bytes |
| Optional | Damage Summary | 1 | 0 | 0 | 1 1.22 KB |
| Optional | Deficiency Reports | 0 | 0 | 0 | 0 bytes |
| Optional | Diagrams | 0 | 0 | 0 | 0 bytes |
| Optional | Evidence Transfer Document | 0 | 0 | 0 | 0 bytes |
| Optional | Guidance, Official | 0 | 0 | 0 | 0 bytes |
| Optional | Guidance, Unofficial | 0 | 0 | 0 | 0 bytes |
| Optional | Investigation Comments and Feedback | 0 | 0 | 0 | 0 bytes |
| Optional | Investigation Outbriefing | 0 | 0 | 0 | 0 bytes |
| Optional | Investigation Products | 0 | 0 | 0 | 0 bytes |
| Optional | Law Enforcement Reports | 0 | 0 | 0 | 0 bytes |
| Optional | Maintenance and Equipment Records | 0 | 0 | 0 | 0 bytes |
| Optional | Maps and Charts | 0 | 0 | 0 | 0 bytes |
| Optional | Medical Analysis | 0 | 0 | 0 | 0 bytes |
| Optional | Medical Information | 0 | 0 | 0 | 0 bytes |
| Optional | Minority Reports | 0 | 0 | 0 | 0 bytes |
| Optional | Mission Records | 0 | 0 | 0 | 0 bytes |
| Optional | Non-Disclosure Agreements | 0 | 0 | 0 | 0 bytes |
| Optional | Parametric Data | 0 | 0 | 0 | 0 bytes |
| Optional | Photographs | 0 | 0 | 0 | 0 bytes |
| Optional | Radar Data and Plots | 0 | 0 | 0 | 0 bytes |
| Optional | SIB Contact Information | 1 | 0 | 0 | 1 1.89 KB |
| Optional | Technical and Engineering Reports | 0 | 0 | 0 | 0 bytes |
| Optional | Testimony and Statements | 0 | 0 | 0 | 0 bytes |
| Optional | Training Records | 0 | 0 | 0 | 0 bytes |
| Optional | Transcripts (Not Interviews) | 0 | 0 | 0 | 0 bytes |
| Optional | Videos | 0 | 0 | 0 | 0 bytes |
| Optional | Weather Records | 0 | 0 | 0 | 0 bytes |
| Optional | Witness List | 1 | 0 | 0 | 1 2.14 KB |
| Optional | Other | 0 | 0 | 0 | 0 bytes |

Sub-Section 11: RMI Help Desk Contact Information

Help Viewer: Welcome to AFSAS / RMI-SIR / DHA SAS Help Print

Welcome to AFSAS / RMI-SIR / DHA SAS

Getting Help

For Naval RMI or DJRS help with Risk Management Information (RMI) - Dive Jump Reporting System (DJRS) or Streamlined Incident Reporting (SIR), contact the Navy help desk at nescd@nescd-mail.onbmcc.mil or call 1-833-NESDNow (637-3669). Select option 1: "Unclass", => option 1: "IT Business Systems" => option 5: "RMI" for RMI support. The Amelia Artificial Intelligence (AI) takes all support calls for RMI, but if you prefer to speak to a help desk agent, simply say "Agent" and you will be connected with an agent promptly. You may also visit the Digital Workplace (DWP) at <https://nescd-dwp.onbmcc.mil> to search Knowledge Articles or submit a ticket request for Naval RMI support. When prompted, select "Sign in with CAC/PIV" to access the DWP.

Notice: NESD only accepts emails from .mil addresses. Contractor emails will not be received. Please use your official government email when contacting the NESD help desk for Naval support with RMI.

For Air Force AFSAS help, contact the AFSAS Help Desk at COMM: 505-846-6376; DSN: 246-6376; AFSAS.AFSEC@us.af.mil.

For DHA SAS help, within DHA contact the DHA SAS Help Desk or external to DHA, DHA Safety Notice: DHA employees should not submit Feedbacks without first contacting the DHA SAS Help Desk.

FEEDBACK

HELP

GETTING HELP

HELP FILES AND USER GUIDE

DOD POLICIES

AFSAS POLICIES

NAVAL POLICIES

This is the contact information for the RMI Help Desk. These can be used as an extra resource to assist a customer in need.

This information can be accessed on the left bottom Help Tab

Notes Section:

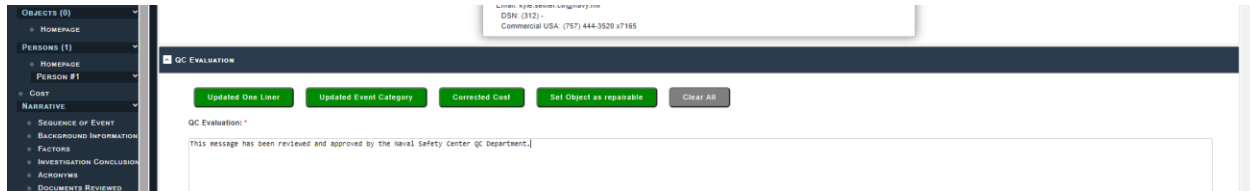
Section 4: Approving & Rejecting Messages

The following section explains and outlines specific procedures and standard comments to add into reports when approving or rejecting a report message.

Sub-Section 1: Standard Approval Message

Once you have verified that the information in the message has been reviewed and is ready for approval, use the following comment to “Approve the Message WITH Comments”.

- ***“This message has been reviewed by the Naval Safety Command QC Department”***

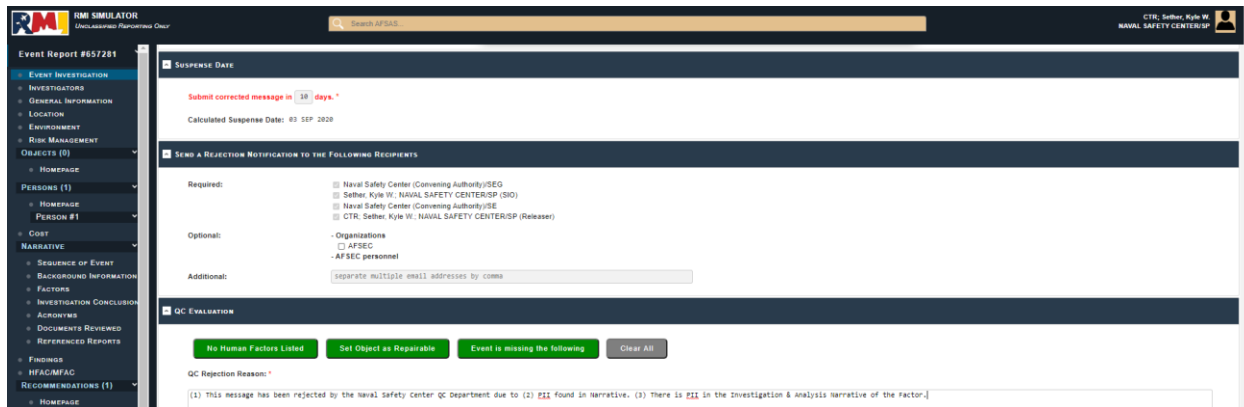


Sub-Section 2: Standard Rejection Criteria & Message

Once you have verified that the information in the message has been reviewed and is ready for rejection, use the following comments to “Reject the Message WITH Comments”.

There are three steps to every rejection:

1. Standard rejection message
 - a. Use the following comment to “Reject the Message WITH Comments”
 - b. ***“This message has been rejected by the Naval Safety Command QC Department due to ...”***
2. Rejection criteria chosen (choose one or more that are applicable)
 - a. Rejection options (examples; not limited to the following)
 - i. Incomplete Narrative (EX: not providing who, what, when, where, why, how)
 - ii. Inconsistent / contradictory information inside narrative or selections
 - iii. PII in narratives, factors, recommendations, findings, conclusions, and documents attached to reports
 - iv. Excluded event specific information (EX: EIC / NSN for property damage, diving specific information, ordinance / weapon specific information)
 - v. Filed incorrectly (EX: incorrect mishap type or event type)
 - vi. Dive log not properly linked to report through the Autolink function in DJRS
3. Referencing rejected information
 - a. Following the rejection reason, cite specific page and fields attributing to the rejection
 - b. Example: Factor – Investigation & Analysis Narrative – PII in Narrative
 - c. Example: HFAC/MFAC – Person Level Human Factors – Why does off-duty HFAC apply to on-duty mishap?
4. Example rejection message with all steps
 - a. ***“This message has been rejected by the Naval Safety Command QC Department due to PII found in Narrative. There is PII in the Investigation & Analysis Narrative of the Factor.”***



Section 5: QC Resources & Tools

The following section outlines and provides various QC resources and tools that are available to the QC'er in order to perform various QC duties.

Sub-Section 1: Personally Identifiable Information

Department of the Navy Chief Information Officer

What is Personally Identifiable Information?

The following information is provided to help you better understand what constitutes personally identifiable information (PII). It also attempts to explain what PII elements are considered "*sensitive*" and "*non-sensitive*" and the roll these categories play when reporting a loss or compromise of PII (i.e., a breach) or determining when a Privacy Impact Assessment (PIA) is required for an information technology system.

Context can be very important when determining whether a PII breach is considered high or low risk with regard to the potential for individual harm or identity theft.

PII is defined in DoD 5400.11-R, Department of Defense Privacy Program, May 14, 2007 as:

Personal Information. Information about an individual that identifies, links, relates, or is unique to, or describes him or her, e.g., a social security number; age; military rank; civilian grade; marital status; race; salary; home phone numbers; other demographic, biometric, personnel, medical, and financial information, etc. Such information is also known as personally identifiable information (i.e., information which can be used to distinguish or trace an individual's identity, such as their name, social security number, date and place of birth, mother's maiden name, biometric records, including any other personal information which is linked or linkable to a specified individual).

For purposes of determining whether individual notifications would be required if there were a PII breach or whether a PIA was required for an IT system that collects PII, PII elements are categorized as sensitive PII (i.e., if this information was lost or compromised it could potentially result in harm or identity theft) or non-sensitive PII, also known as Internal Government Operations or business related PII, (i.e., the risk of harm or identity theft associated with the loss or compromise would be minimal to non-existent). Non-sensitive PII is considered releasable to the public per DoD 5400.11-R (see paragraph C4.2.2.5). The context of any loss or compromise of PII must be taken into account when determining risk. For example, a list of personnel with office phone numbers would be considered non-sensitive PII. However, if this same list also indicated that these individuals had contracted a terminal disease it would now be considered sensitive PII.

Examples of sensitive PII elements include, but are not limited to:

- Name and other names used;
- Social Security number, full and truncated;
- Driver's license and other government identification numbers;
- Citizenship, legal status, gender, race/ethnicity;
- Birth date, place of birth;
- Home and personal cell telephone numbers;
- Personal email address, mailing and home address;
- Religious preference;
- Security clearance;
- Mother's middle and maiden names;
- Spouse information, marital status, child information, emergency contact information;
- Biometrics;
- Financial information, medical information, disability information;
- Law enforcement information, employment information, educational information; and
- Military records.

Examples of non-sensitive PII elements include, but are not limited to:

- Office location;
- Business telephone number;
- Business email address;
- Badge number

Sub-Section 2: Military Alphabet

Military Alphabet

| | |
|-------------|--------------|
| A - Alpha | N - November |
| B - Bravo | O - Oscar |
| C - Charlie | P - Papa |
| D - Delta | Q - Quebec |
| E - Echo | R - Romeo |
| F - Foxtrot | S - Sierra |
| G - Golf | T - Tango |
| H - Hotel | U - Uniform |
| I - India | V - Victor |
| J - Juliet | W- Whiskey |
| K - Kilo | X - X-ray |
| L - Lima | Y - Yankee |
| M - Mike | Z - Zulu |

Sub-Section 3: Navy & Marine Rank and Grade

| Navy Rank, Grade, Rate | | | Marine Rank, Grade, Rate | |
|------------------------|--|--------------------------------|--------------------------|---|
| Grade | Rank | Description | Grade | Rank |
| E-1 | SR-Seaman Recruit | Junior Enlisted | E-1 | PVT-Private |
| E-2 | SA-Seaman Apprentice | Junior Enlisted | E-2 | PFC-Private First Class |
| E-3 | SN-Seaman | Junior Enlisted | E-3 | LCpl-Lance Corporal |
| E-4 | PO3-Petty Officer Third Class | Noncommissioned Officer | E-4 | Cpl-Corporal |
| E-5 | PO2-Petty Officer Second Class | Noncommissioned Officer | E-5 | Sgt-Sergeant |
| E-6 | PO1-Petty Officer First Class | Noncommissioned Officer | E-6 | SSgt-Staff Sergeant |
| E-7 | CPO-Chief Petty Officer | Senior Noncommissioned Officer | E-7 | GySgt-Gunnery Sergeant |
| E-8 | SCPO-Senior Chief Petty Officer | Senior Noncommissioned Officer | E-8 | MSgt-Master Sergeant |
| E-9 | MCPO-Master Chief Petty Officer | Senior Noncommissioned Officer | E-8 | 1 st Sgt-First Sergeant |
| E-9 | CMDCM-Command Master Chief Petty Officer | Senior Enlisted Advisor | E-9 | MGySgt-Master Gunnery Sergeant |
| E-9 | MCPON-Master Chief Petty Officer of the Navy | Senior Enlisted Advisor | E-9 | SgtMaj-Sergeant Major |
| W-2 | CW2-Chief Warrant Officer 2 | Warrant Officer | E-9 | SMMC-Sergeant Major of the Marine Corps |
| W-3 | CW3-Chief Warrant Officer 3 | Warrant Officer | W-1 | WO-Warrant Officer |
| W-4 | CW4-Chief Warrant Officer 4 | Warrant Officer | W-2 | CWO2-Chief Warrant Officer 2 |
| W-5 | CW5-Chief Warrant Officer 5 | Warrant Officer | W-3 | CWO3-Chief Warrant Officer 3 |
| O-1 | ENS-Ensign | Junior Officer | W-4 | CWO4-Chief Warrant Officer 4 |
| O-2 | LTJG-Lieutenant Junior Grade | Junior Officer | W-5 | CWO5-Chief Warrant Officer 5 |
| O-3 | LT-Lieutenant | Junior Officer | O-1 | 2ndLT-Second Lieutenant |
| O-4 | LCDR-Lieutenant Commander | Junior Officer | O-2 | 1stLT-First Lieutenant |
| O-5 | CDR-Commander | Senior Officer | O-3 | CAPT-Captain |
| O-6 | CAPT-Captain | Senior Officer | O-4 | MAJ-Major |
| O-7 | RDML-Rear Admiral Lower Half | Flag Officer | O-5 | LtCol-Lieutenant Colonel |
| O-8 | RADM-Rear Admiral | Flag Officer | O-6 | Col-Colonel |
| O-9 | VADM-Vice Admiral | Flag Officer | O-7 | BGen-Brigadier General |
| O-10 | ADM-Admiral | Flag Officer | O-8 | MajGen-Major General |
| O-11 | FADM-Fleet Admiral | Flag Officer | O-9 | LtGen-Lieutenant General |
| | | | O-10 | Gen-General |

Sub-Section 4: Civilian Occupational Categories

| General Schedule System Occupations (GS) (“White Collar Occupational Series”) | | | | | |
|---|--|-------------|---------------------------------------|-------------|--|
| Pay Level | | | | | |
| GS-1 | GS-2 | GS-3 | GS-4 | GS-5 | GS-6 |
| GS-7 | GS-8 | GS-9 | GS-10 | GS-11 | GS-12 |
| GS-13 | GS-14 | GS-15 | | | |
| Occupational Series | | | | | |
| 0000 | Miscellaneous Occupations Group (Not Elsewhere Classified) | 0800 | Engineering & Architecture Group | 1600 | Equipment, Facilities and Services Group |
| 0100 | Social Science, Psychology, and Welfare | 0900 | Legal and Kindred Group | 1700 | Education Group |
| 0200 | Human Resources Management Group | 1000 | Information and Arts Group | 1800 | Inspection, Investigation, Enforcement, Compliance |
| 0300 | General, Admin, Clerical, and Office Services Group | 1100 | Business and Industry Group | 1900 | Quality Assurance, Inspection, Grading Group |
| 0400 | Natural Resources MGMT & Biological Science | 1200 | Copyright, Patent and Trademark Group | 2000 | Supply Group |
| 0500 | Accounting and Budget Group | 1300 | Physical Sciences Group | 2100 | Transportation Group |
| 0600 | Medical, Hospital, Dental & Public Health Group | 1400 | Library and Archives Group | 2200 | Information Technology Group |
| 0700 | Veterinary Medical Science Group | 1500 | Mathematical Sciences Group | | |
| EXAMPLE: GS-2210-13 GS-(Information Technology Group) Series- Level | | | | | |

| Federal Wage System Job Grading System (WG) (“Blue Collar Occupational Series”) | | | | | |
|---|---|-------------|--|-------------|--|
| WG | Non-Supervisory Positions | WL | Leader Positions | WS | Supervisory Positions |
| 2500 | Wire Communications Equipment Installation Maintenance Family | 4100 | Painting and Paperhanging Family | 5800 | Transportation/Mobile Equipment Maintenance Family |
| 2600 | Electronic Equipment Installation Maintenance | 4200 | Plumbing and Pipefitting Family | 6500 | Ammunition, Explosives & Toxic Materials Work |
| 2800 | Electrical Installation and Maintenance Family | 4300 | Pliable Materials Work Family | 6600 | Armament Work Family |
| 3100 | Fabric and Leather Work | 4400 | Printing Family | 6900 | Warehousing and Stock Handling Family |
| 3300 | Instrument Work Family | 4600 | Wood Work Family | 7000 | Packing and Processing |
| 3400 | Machine Tool Work Family | 4700 | General Maintenance & Operations Work Family | 7300 | Laundry, Dry Cleaning & Pressing Family |
| 3500 | General Services and Support Work Family | 4800 | General Equipment Maintenance Family | 7400 | Food Preparation & Serving Family |
| 3600 | Structural and Finishing Work Family | 5000 | Plant and Animal Work Family | 7600 | Personal Services Family |
| 3700 | Metal Processing Family | 5200 | Miscellaneous Occupations | 8200 | Fluid Systems Maintenance |
| 3800 | Metal Work Family | 5300 | Industrial Equipment Maintenance Family | 8600 | Engine Overhaul Family |

| | | | | | |
|-------------|---|-------------|---|-------------|--------------------------|
| 3900 | Motion Picture, Radio, Television, Sound Equipment Family | 5400 | Industrial Equipment Operation Family | 8800 | Aircraft Overhaul Family |
| 4000 | Lens and Crystal Work Family | 5700 | Transportation/Mobile Equipment Operation | 9000 | Film Processing Family |

Section 6: Quick Start Guide

Step 1: From the QC module find Dive/Parachute related events by setting these parameters: “Event Type = Occupational – Diving (on-duty)/Aerial Delivery (AD)/HRST/C and click Search Event Reports.

Step 2: From the search results QC any Events marked “Final – Awaiting QC Evaluation” by first clicking on the “Data Viewer” button in the Action section.

Step 3: In Data Viewer mode, verify that ALL the sections are filled out based on the criteria stipulated in the DoDI 6055.07, OPNAV-M 5102.1 and other related instructions based on type of event. Criteria includes but not limited to; proper classification, injury type and limitations, cost, equipment associated with event, HFAC and MFAC missing.

Step 4: Verify that there is no PII in the narrative section (i.e., PO2 Jones, ND1, Platoon E, his, hers and names of anyone).

Step 5: If there are changes to be made, reject the report with the following statement: “This message has been rejected by the Naval Safety Command QC Department due to... Verify the following information (list below all discrepancies) and delete and resubmit the original message after all changes are made”

Step 6: Be on the lookout for the new report.