

APPENDIX D

UNIT TRAINING PACKAGE FOR NEW DA FORM 285

This training package gives information to help the unit commander and safety officer/NCO carry out their responsibilities under the new accident reporting system. Send questions and comments about this package to Commander, U.S. Army Safety Center, ATTN: CSSC-RR, Fort Rucker, AL 36362.

This package consists of the following sections and appendices:

- Section I - Why Investigate and Report? (page 1)
- Section II - What to Investigate and Report (page 2)
- Section III - Who Investigates and Reports (page 3)
- Section IV - How to Investigate and Report (page 4)
- Section V - How to Use Accident Information (page 14)
- Appendix A - Definitions of Terms (page A-1)
- Appendix B - Investigating and Reporting Special Accident Cases (page B-1)
- Appendix C - Types of Accident Locations (page C-1)
- Appendix D - Injury/Illness Types and Results (page D-1)
- Appendix E - Body Parts (page E-1)
- Appendix F - Definitions, Examples, and Key Words for Personnel Errors, Materiel Failures/Malfunctions, and Environmental Conditions (page F-1)
- Appendix G - Descriptions and Examples of Corrective Actions (page G-1)
- Appendix H - Examples of Completed DA Form 285 (page H-1)

SECTION I. Why Investigate and Report?

The Army investigates and reports accidents to:

1. Meet the legal/regulatory needs of:
 - a. Occupational Safety and Health Act (Public Law 91-596).
 - b. Executive Order 12196.
 - c. 29 CFR, Part 1960 (Basic Program Elements for Federal Employee Occupational Safety and Health Programs).
 - d. DOD Instruction 1000.19, subject: Mishap Investigation, Reporting, and Recordkeeping.
 - e. AR 385-40, Safety: Accident Reporting and Records.
2. Help commanders from MACOM to unit level identify accident losses and carry out actions to correct the causes of accidents.
3. Get the information needed to help decide accident prevention priorities.
4. Supply accident data to higher headquarters.

SECTION II. What to Investigate and Report

NOTE: All terms underlined in this section are explained in appendix A, page A-1.

All classes of Army accidents are reportable to the installation or organization safety office. However, only certain classes of accidents are recordable, i.e., require a DA Form 285. DA Form 285 must be completed on the following:

1. Classes A, B, and C accidents, and selected Class D accidents with Army property damage over \$1,000.

2. Class D accidents dealing with occupational illnesses caused by repeated exposures over a period of time. Examples are noise-induced hearing loss, asbestosis, radiation poisoning, organic solvent exposure, dermatosis, silicosis, etc.

Occurrences that are not accidents are listed in appendix A, pages A-2 and A-3. These do not have to be reported to the safety office, and a DA Form 285 does not have to be completed on them. Contact your safety office when in doubt.

SECTION III. Who Investigates and Reports

For accidents that require a DA Form 285, the commander or supervisor directly responsible for the operation, materiel, or people involved in the accident will make sure that:

1. An investigation is performed to get the information required by DA Form 285.
2. DA Form 285 is completed per instructions contained in this package. The form must be forwarded to the safety office within 7 days of the accident. ARNG reports will be sent to the state safety office.
3. Required support is provided to the safety office investigation when the accident requires a DA Form 285-1. The safety office will identify accidents that require a DA Form 285-1. The safety office is solely responsible for conducting the DA Form 285-1 investigation and forwarding the report. The only unit requirement is to provide support asked for by the safety office.

Special cases. It will not always be clear who is responsible for investigating an accident and submitting a DA Form 285. For example:

1. Accidents involving people in Permanent Change of Station (PCS); Temporary Duty (TDY); pass, leave, or Absent Without Leave (AWOL) status.
2. Accidents involving more than one command.
3. ARNG training accidents on Army installations.
4. Accidents involving Army personnel or materiel on installations jointly occupied or under the command of another service or Government agency.

The responsibilities for investigating and reporting such special cases are explained in appendix B.

Figure 1 (page 5) presents a summary of actions to be taken from accident identification to accident investigation.

SECTION IV. How to Investigate and Report

Prepare a plan

Write a preaccident plan for the unit SOP. The plan should include provisions to:

1. Explain to unit personnel what an accident is and to whom it must be reported.
2. Appoint an officer/NCO to investigate accidents and complete the reports. They should also serve as the point of contact (POC) for unit accidents.
3. List the duties of people appointed to investigate and complete reports.
4. Set up POCs (office and phone number) to provide the following types of technical help for the investigation.
 - a. Medical. The medical treatment facility commander is required to support investigations. This support includes evaluations of human and environmental factors which contributed to the accident.
 - b. Military Police. The provost marshal office (PMO) is required to support investigations to include providing DA Form 3946, Military Police Traffic Accident Report.
 - c. Materiel. Direct Support and General Support Organizations, the Director of Industrial Operations, and the Directorate of Facilities Engineering are required to support investigations. This support will include technical investigations to determine the type and cause of materiel failures/malfunctions.
 - d. Investigation and report completion. Units can get technical aid from the organization or installation safety office. Further help can be obtained from Commander, U.S. Army Safety Center, ATTN: CSSC-DA, Fort Rucker, AL 36362, AUTOVON 558-6595.

The list of POCs established for 4a, b, c, and d above should be kept current.

Supply materiel and equipment

1. Keep a supply of DA Form 285 on hand.
2. Provide access to ARs, TMs, FMs, and SOPs that apply to the jobs, operations, and equipment likely to be involved in unit accidents.
3. Furnish tape recorder, camera, tape measure, and other equipment needed to carry out investigations and to record evidence. Line up services such as those of a photographer to be used when needed.

Investigate

1. Notification. The investigation begins when the unit finds out about an accident. There are several ways a unit might learn of an accident that

involves its operations, personnel, or equipment. These include:

a. Direct sources. The unit may be told of an accident by people involved, witnesses, MPs, a hospital, or the installation safety office.

b. Secondary sources. The unit may detect an accident by keeping a check on sources such as the MP desk blotter, hospitals, Public Information Office, TV, radio, and newspapers.

2. Determine proper investigation and reporting actions. Follow the steps in Figure 3-1 to decide which actions the accident requires.

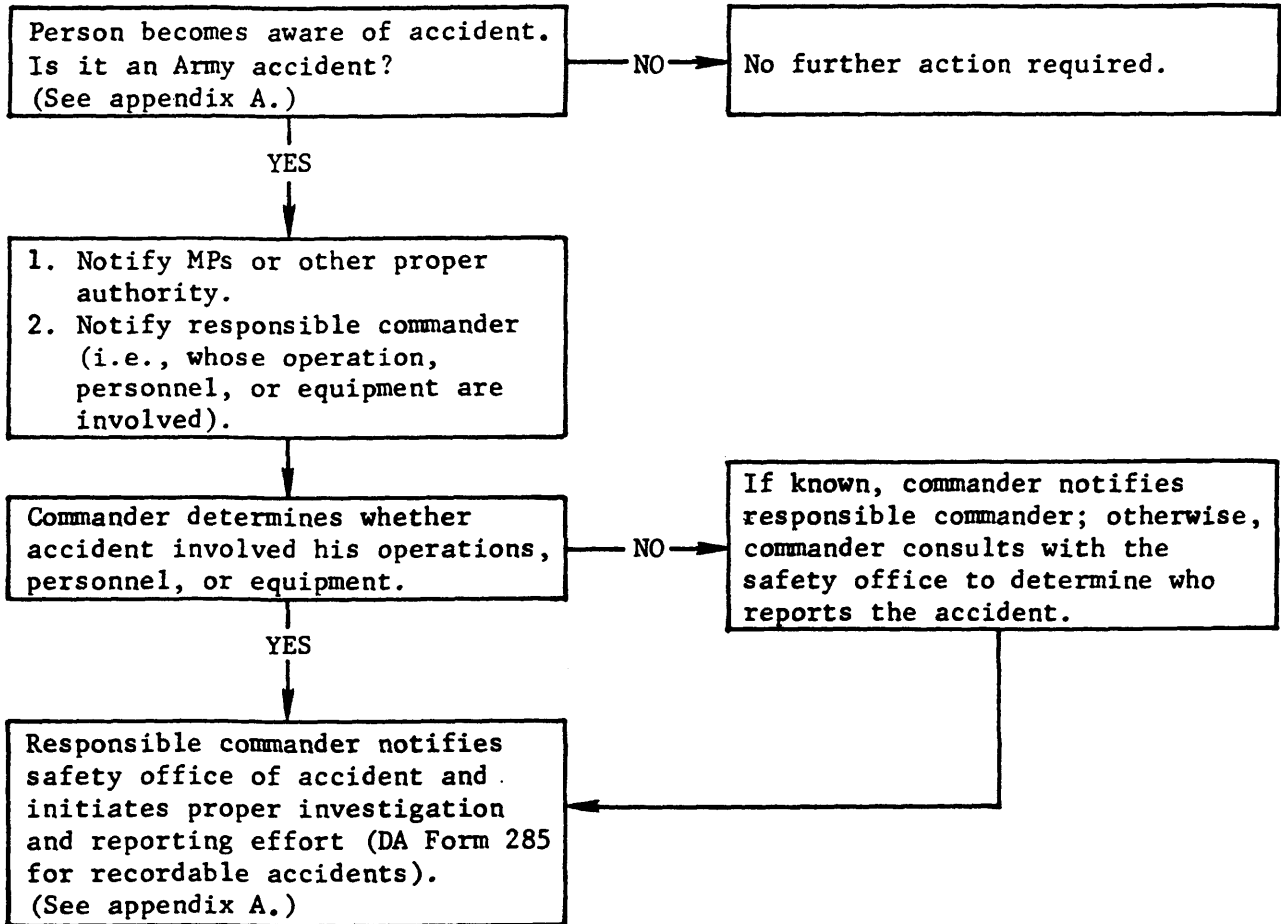


FIGURE 3-1--Summary of Actions from Accident Identification to Investigation

3. Record preliminary information. If the accident must be reported on DA Form 285, record any basic information that is available:

- a. Time and location of the accident.
- b. Personnel involved in the accident.
- c. Property involved in the accident.

d. Sequence of events.

e. Cause factors.

4. Check published guidance. Based on preliminary information, check ARs, TMs, FMs, SOPs, and common practices regarding suspected cause factors. For example, an M151A1 $\frac{1}{2}$ -ton truck accident is suspected to have been caused by driver error. The investigator should read the operator's manual for the M151A1 (TM 9-2320-218-10). This will help determine if the vehicle was operated correctly.

5. Look at the accident scene and all property involved. The purpose of examining the accident scene and any property involved is to:

a. Get a "mental picture" of the physical layout of the accident scene. This will help in understanding the sequence of events.

b. Prove or disprove cause factors reported in preliminary information.

c. Find cause factors not reported in preliminary information.

d. Decide whether technical investigations are required, e.g., to determine the cause of a materiel failure/malfunction.

e. Get a frame of reference and background knowledge. This will help in interviewing people involved and witnesses.

6. Interview people involved and witnesses. The goals of interviewing are to:

a. Collect all information from people involved and witnesses about the sequence of events, cause factors, and background. For example, confirm the time and location of the accident; weather and other environmental conditions existing at the time of the accident; the names, SSNs, and addresses of people involved.

b. Decide whether technical investigations are required.

c. Find corrective action(s) for each cause factor. List at least one for each cause factor.

7. Analyze information. Using information collected during the investigation, perform the following tasks:

a. Write down what happened in the order that it happened.

b. Write down the cause factors as follows:

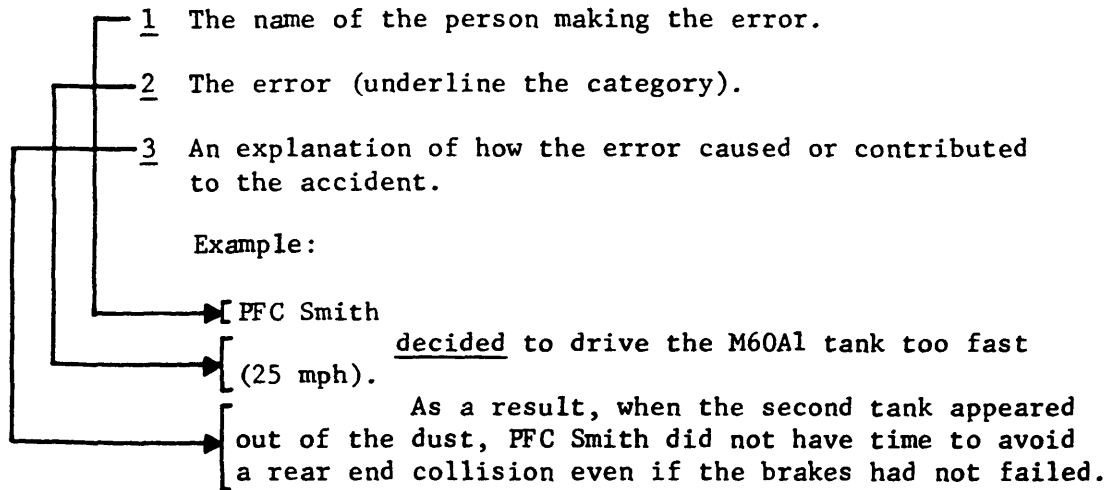
(1) For each error (mistake) found during the investigation:

(a) Confirm the error by comparing it with this definition: "An error is job performance which is different from that required by the operational situation and caused or contributed to the accident. Required performance includes that which normally can be expected of a person due to (1) school training, (2) on-the-job training, (3) regulations, technical

manuals, and other guides, (4) SOP, or (5) commonly accepted practices. An error is assigned only when the task could have been performed satisfactorily by most people in the same operational situation."

(b) See the instructions attached to DA Form 285. From the list at item 30, choose the category that best describes the confirmed error. Use the definitions and examples at appendix F of this pamphlet to help choose the best category.

(c) Use the selected error category in a paragraph that tells what happened. In the paragraph include:

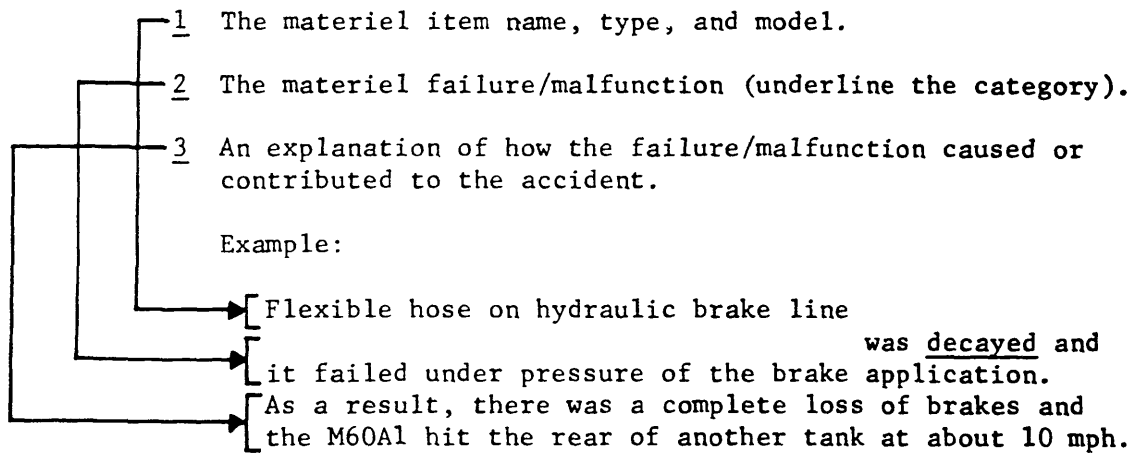


(2) For each materiel failure/malfunction found during the investigation:

(a) Confirm the failure/malfunction by comparing it with this definition: "A materiel failure/malfunction is materiel that (1) stops working entirely, (2) works, but not the way it is supposed to, or (3) works as designed but does not meet operational needs. A materiel failure/malfunction is cited only when it caused or contributed to the accident."

(b) See the instructions attached to DA Form 285. From the list at item 32, choose the category that best describes the confirmed materiel failure/malfunction. Use the definitions and examples at appendix F of this pamphlet to help choose the best category.

(c) Use the selected materiel failure/malfunction category in a paragraph that tells what happened. In the paragraph include:

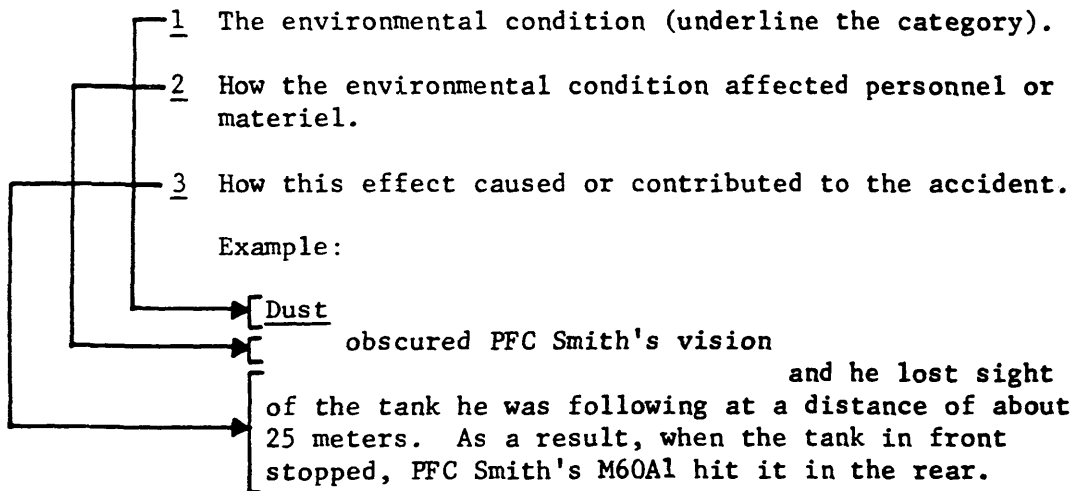


(3) For each environmental condition found during the investigation:

(a) Confirm the environmental condition by comparing it with this definition: "An environmental condition is any part of the natural or manmade environment that affects personnel or materiel and thereby causes or contributes to an accident."

(b) See the instructions attached to DA Form 285. From the list at item 34, choose the category that best describes the confirmed environmental condition. Use the definitions and examples at appendix F of this pamphlet to help choose the best category.

(c) Use the selected environmental condition category in a paragraph that tells what happened. In the paragraph include:



c. Determine and report one or more corrective actions for each personnel error (item 30), materiel failure/malfunction (item 32), and environmental condition (item 34). Base corrective actions on the physical evidence and interviews with people involved, witnesses, and experts.

(1) Confirm each corrective action by comparing it with this definition: "A corrective action is an action required to correct, or at

least reduce, the operational impact of a cause factor. A corrective action may be directed at any command level for implementation and is not to be restricted by any current technology or budgetary, personnel, and/or equipment limitations."

(2) See appendix G of this pamphlet. Choose the category(s) that best describe the confirmed corrective action(s).

(3) Use the category(s) you select in a sentence(s) to describe the corrective action(s).

8. Complete DA Form 285. Now that the accident information has been collected, checked, and analyzed, it must be entered on DA Form 285. Examples of completed forms are at appendix H. The following comments are offered to clarify certain items on the form and in the instructions. These comments should also be used as a checklist before DA Form 285 is sent forward.

General

Be sure to attach any backup reports. For example, include MP reports and technical investigation reports on materiel failures/malfunctions.

Occasionally, new information will become available after the initial accident report has been submitted. In these cases, the new information should be forwarded through the installation/division safety office to the U.S. Army Safety Center. It will be included in the official record of that accident.

NOTE: Blocks outlined in heavy black borders are for Army Safety Center use only. Do not write in these blocks.

ITEM 1: Enter the six-digit unit identification code of the specific organizational unit or activity having the accident, e.g., battery, company, troop.

ITEM 2d: Report the time of the accident in military time. For example, enter 1530, not 3:30 p.m.

ITEM 5: The exact location of the accident should also include the type of location. See the list at appendix C. Choose the type that represents the location's primary function. For example, a person injured in the kitchen of a private residence is considered in "Family Housing," not in a "Dining Facility."

Section A - Personnel Involved

Complete the Personnel Involved section for:

1. People who were injured in the accident.
2. People who made errors that caused or contributed to the accident.

3. The property custodian or the hand receipt holder in cases where no one was injured or made errors. Report only items 6, 7, and 8 in these cases.

Do not complete this section for vehicle/equipment operators unless they were injured or made errors that caused or contributed to the accident. If the installation or MACOM requires that the operator be identified, do so in item 35.

At least one Personnel Involved section must be completed on each report. In accidents where no person was involved but there was damage to property, report items 6, 7, and 8 for the property custodian or the hand receipt holder.

Complete items 7 through 16 for Government personnel only. Government personnel are those listed in item 17 except for Army contractors, dependents, or non-DOD civilians.

ITEM 8: Report a personal identification number for each person involved. Each MACOM will assign a number for persons who do not have SSNs, e.g., employee number, internal ID card number, local SSN equivalent number.

ITEM 12: For military MOS, give the full series number including the alphabetic character, e.g., 15A35, 100B. For civilians, give the full job series number, e.g., WB3566, GS081. Do not give the job title. Get the MOS or job series number from the person's personnel file.

ITEM 13: This item refers to current military flight status.

ITEM 15: Continuous duty means time since the person reported for work. In cases of extended operations such as field exercises, continuous duty means the time since the person reported for work that day or that shift.

ITEM 16: Complete this item only if the person was on continuous duty for more than 8 hours before the accident. Report the number of hours sleep this person had in the 24 hours before the accident.

ITEM 17: These classifications are defined in chapter 2 of AR 385-40.

ITEM 18: If the person was performing more than one activity at the time of the accident, record the one that is most relevant to the cause of the accident. For example, the unit commander was writing an after-action report while a passenger in an M151A1 jeep. The jeep ran off the road and turned over, injuring the unit commander. The most appropriate activity for the unit commander would be "passenger," not "preparing report."

ITEM 21: Tactical training is defined as "training that uses or develops combat or combat support skills."

ITEM 22: The category "other operation" is listed in the instructions for this item. This term refers to all operations peculiar to normal military life, combat, or tactical training. This category includes marching in parades, drills, police call, formation, barracks detail, maintaining personal military equipment, setting up or taking down unit equipment, hand-to-hand

combat training, tactical parachuting/rapelling, infiltrating/assaults, patrolling/scouting, etc.

ITEMS 23-28: If the person suffers more than one injury, report only the most severe injury. Information entered in items 23 through 28 should be taken from official documents such as DD Form 689 (sick slip), CA-1, CA-2, CA-16 (for DA civilian employees), and LS/BEC 202 (for nonappropriated fund employees). Obtain other information through interviews with the injured person, his or her doctor, and hospital personnel.

ITEM 24: Complete this item only if the injury severity was checked as block a, b, c, or d in item 23. In a fatal case, enter days lost before death, if any. Leave this item blank or enter "NA" for all other levels of injury.

ITEM 25: Always complete this item if the injury severity was item 23e. Also complete it if the injury severity was checked as block c or d in item 23 if the injury resulted in both "days away from work" and "days of restricted work activity." Leave this item blank or enter "NA" if the injury severity is other than items 23c, 23d, or 23e.

ITEM 26: See appendix D of this package. Choose the appropriate term to describe the person's injury or occupational illness. Where appropriate, also include the result of the injury (appendix D). For example, state: asphyxiation--drowned; blister--infection; concussion--unconsciousness; noise--hearing loss. If necessary, consult the medical staff to decide the best terms to use.

ITEM 27: To describe the body part involved, choose a type from the list at appendix E. The description should be in three parts: Body Part--Aspect--Qualifier (example: upper arm--left--bone; back--lower--muscles; foot--right--skin).

ITEM 28: When entering the cause of injury/illness:

1. Use one of the events listed in the instructions attached to DA Form 285.
2. Underline the thing or agent which actually caused the injury or illness. For example, "Struck against door;" "Exposure to noise."

ITEM 30: In the sentence describing the error, the error used must be from the list in the instructions or a key word substitute from appendix F. Also, underline the error, e.g., "Due to improper attention, SGT Jones did not yield the right of way."

Section B - Property and/or Materiel Involved

ITEM 31: Property involved includes non-Army as well as Army property. Enter the dollar cost of damage to non-Army property in item 31c only if the damage resulted from an Army operation. Property should be listed in this section only when it is damaged in the accident, or its use or misuse contributed to the accident. For example:

1. An M151A2 vehicle was damaged in an accident. The M151A2 will be entered in this section (damage).

2. An M151A2 struck and injured a pedestrian. There is no damage to the vehicle. The M151A2 is entered in this section (use or misuse).

3. An off-duty military member received a lost-duty-time injury when he hit a utility pole with his POV (1965 Chevrolet). The 1965 Chevrolet will be entered in this section (use or misuse). But no entry will be made for damage to the vehicle. (Damage was not a result of Army operations.)

4. A civilian driving his POV (1976 Ford) made a driver error which resulted in \$1,000 (or more) damage to an Army M880 truck being driven by a military driver. The 1976 Ford (use or misuse) and the M880 (damage) will be entered in this section. But only the damage to the M880 will be shown. (Damage to non-Army property was not a result of Army operations.) (Note: If the accident had resulted from a driver error by the military driver, the amount of damage for both vehicles would be entered.)

5. A parachutist was injured due to an improper landing position. The type of parachute used will be entered.

6. A person was injured by falling from a ladder. The type ladder used will be entered.

ITEM 32: In the sentence describing the materiel failure/malfunction, the term used must be from the list in the instructions or a key word substitute from appendix F. Underline the failure/malfunction. For example, "M60A1 fuel line connector vibrated loose and sprayed fuel over the engine, causing a fire."

ITEM 33: DA Pam 738-750 requires a Category I EIR for materiel failures or malfunctions that cause or contribute to accidents. For each failure/malfunction listed in item 32, the EIR control number must be entered in item 33.

Section C - Environmental Conditions Involved

ITEM 34: In the sentence describing the environmental condition, the condition listed must be from the list in the instructions or a key word substitute from appendix F. Underline the condition. For example, "Driver's vision was restricted by fog." The sentence must identify the person and/or materiel affected by the environmental condition.

Section D - Description and Corrective Action

ITEM 35: In the sequence of events:

1. Point out each error that caused or contributed to the accident. Give the name of the person who committed the error.

2. Show the relationship of people involved to materiel listed in item 31. For example, "SGT Jones, passenger in M151A2. . .;" "PVT Smith was lighting the immersion heater. . . ."

3. Tell how environmental condition(s) affected personnel or materiel. For example, "PVT Garrett's vision was restricted by dust. . .;" "Extreme low temperature caused the water pipe to burst. . . ."

The sequence of events gives the best overall "picture" of the accident. Do not let the size of block 35 restrict the description. Continue on an attached sheet.

ITEM 38: The type of command review required is a local decision. Contact the safety office at installation or equivalent level for guidance.

SECTION V. How to Use Accident Information

AR 385-40 assigns command responsibility for the use of accident information as follows:

1. The commander or supervisor directly responsible for the operation, materiel, or persons involved in an accident will take corrective actions within their responsibility and capability (par. 3-3a(4)).

2. Commanders at all levels will use accident experience and accident investigation findings to correct accident causes under their control. Special emphasis will be given to analyses of maneuver and training exercise accidents for prevention purposes (par. 3-3f).

Carry out corrective actions. The unit commander or safety officer/NCO should assign a certain person to carry out each DA Form 285 corrective action that can be taken at unit level. He should make sure that the assigned person carries out that responsibility. Suspense dates, frequent checks, and committee reports will help. Once carried out, the effectiveness of the corrective actions should be confirmed by a followup evaluation.

Study accident information. The unit safety officer/NCO should frequently study unit accident reports. This will reveal any patterns in unit accidents and their causes. Corrective actions can then be taken. The safety officer/NCO can get information on like accidents at installation, MACOM, or DA levels. Maybe someone else's solution can solve his unit's problem.

Figure 3-2 is a summary of how a unit can use accident information.

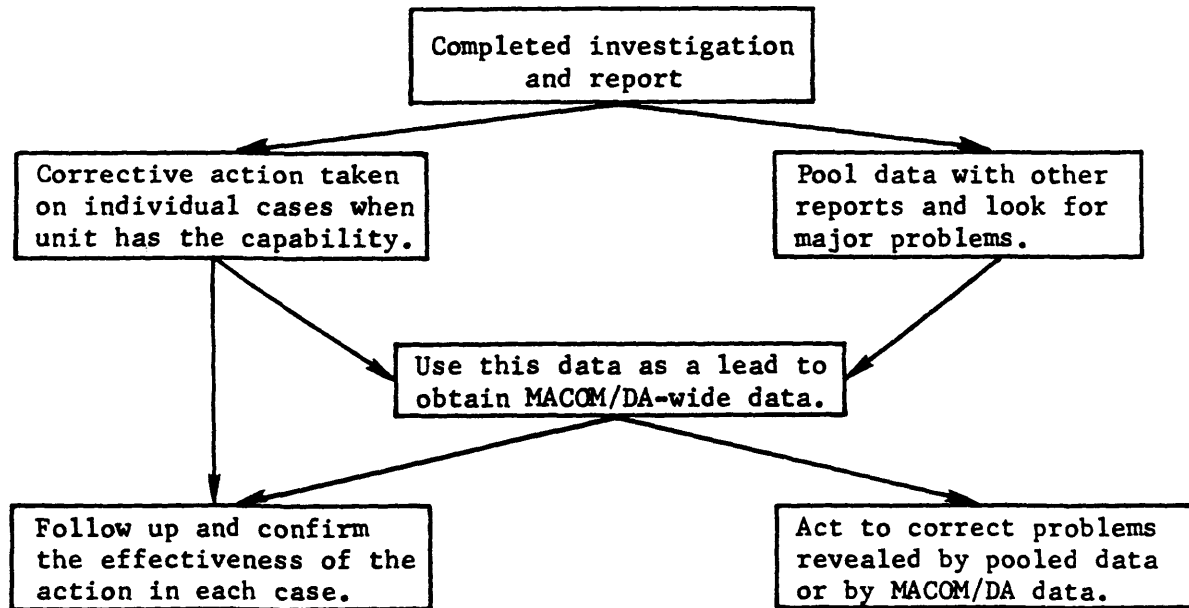


FIGURE 2.--Unit Level Use of Accident Report Information

APPENDIX A

Definitions of Terms

Army accident: An unplanned event or series of events that results in one or more of the following:

1. Damage to Army property.
2. Injury to military personnel, on or off duty.
3. Injury to on-duty Army civilian personnel or Army contractor personnel.
4. Occupational illness to Army military personnel, Army civilian employees, or contractor personnel.
5. Injury or illness to non-Army personnel or damage to non-Army property as a result of Army operations.

Reportable accident: All Army accidents are reportable to the local activity or installation safety office.

Recordable accident: A recordable Army accident requires completion of a DA Form 285 and consists of:

1. Classes A, B, and C accidents.
2. Class D accidents dealing with occupational illnesses caused by repeated exposures over a period of time. Examples are noise-induced hearing loss, asbestosis, radiation poisoning, organic solvent exposure, dermatosis, silicosis, etc.

Classes of accidents:

1. Class A accident.
 - a. Results in a total cost of property damage (including labor) and personnel injury equal to or greater than \$500,000.
 - b. An injury or occupational illness occurs which results in a fatality or permanent total disability.
2. Class B accident.
 - a. Results in a total cost of property damage (including labor) and personal injury equal to or greater than \$100,000 but less than \$500,000.
 - b. An injury or occupational illness that results in permanent partial disability or hospitalization of five or more personnel.

3. Class C accident.

a. Results in a total cost of property damage (including labor) equal to or greater than \$10,000 but less than \$100,000.

b. An injury or occupational illness that results in a lost workday case with days away from work.

4. Class D accident.

a. Results in a total cost of property damage of less than \$10,000.

b. An injury or occupational illness that results in a lost workday case with days of restricted work activity or a nonfatal case without lost workdays.

Occurrences that are not accidents:

1. Damage or injury by direct action of an enemy force. Damage or injury as a direct result of action by an enemy force is not an Army accident. It is termed a combat loss when one or more of the following conditions exist:

a. Damage, loss, or injury caused by enemy action or sabotage.

b. Damage, loss, or injury due to evasive action taken to avoid enemy fire.

c. Failure of equipment or an individual to return from a combat mission when the last known position was over or in enemy territory.

2. Malfunction or failure of component parts that are normally subject to fair wear and tear and have a fixed useful life less than the complete weapons system or unit of equipment, provided that:

a. The malfunction or failure is the only damage, and

b. The sole corrective action is to replace or repair that component part. (NOTE: When a malfunction or failure of a component part causes damage to another component, the occurrence is an accident. For example, tire or engine failure which causes damage to the vehicle would constitute an accident.)

3. Injuries associated with nonoccupational diseases where the disease itself, not the injury, is the true cause of the lost time. (Example: A minor cut suffered by a hemophiliac ("bleeder") results in time away from work. This is not considered an Army accident.)

4. Attempted or successful suicide or homicide, or intentional self-inflicted injuries.

5. Injuries resulting from attack, assault, or other altercations unless incurred in the performance of official duties where an attack or assault would not be a felony. (Example: A nurse is assaulted by a patient in a mental hospital.)

6. Injuries sustained before entry into service or employment unless specifically aggravated by current tenure of service.

7. Infective and parasitic diseases and poisonings caused by specific organisms and toxins (such as food-borne disease), unless the disease is directly related to or the result of the worker's employment. For example, hepatitis experienced by an employee working with hospital instruments or involved in waste disposal would be considered an Army accident (occupational disease). Acute respiratory diseases in employees (in basic trainees, in particular) are not Army accidents because of the inability to separate occupational from other environmental transmission of these diseases.

8. Hospitalization for observation or administrative reasons not related to the immediate injury or occupational illness.

9. Hospitalization for treatment where the patient is kept beyond the day of admission solely for administrative reasons.

10. Injuries resulting from preexisting musculoskeletal disorders or by minimum stress and strain. (Example: simple, natural, nonviolent body positions or actions as in dressing, sleeping, coughing, or sneezing.) These are injuries unrelated to accident-producing agents or environments in daily work or recreation.

11. Injuries or fatalities to persons in the act of escaping from or eluding military or civilian custody or arrest.

12. Death due to natural causes which are unrelated to the work environment.

13. Expected damage to Army equipment or property incurred during authorized testing, including missile and ordnance firing and authorized intentional destruction of Army property and equipment.

14. Property damage as a result of vandalism, riots, civil disorders, or felonious acts such as arson.

15. Adverse reactions of the body resulting directly from the use of alcohol or other drugs not administered by or under the direction of competent medical authority.

APPENDIX B

Investigating and Reporting Special Accident Cases

Accidents involving persons in permanent change of station (PCS), temporary duty (TDY), pass, leave, or absent-without-leave (AWOL) status. Such accidents:

1. Will be investigated by the commander located closest to the accident scene. A DA Form 285 will be completed and sent to the safety office of the command sustaining the loss. (Exception: PCS accidents. See par. 3 below.)

2. Will be included in the experience of the activity of MACOM to which the person is permanently assigned. (Exception: PCS accidents. See par. 3 below.) For military, permanently assigned means on the SIDPERS unit strength report. For civilians, it means assigned by current SF 50 (Notification of Personnel Action).

3. Involving military persons in PCS status (with or without leave) or civilians in PCS status will be reported on DA Form 285 directly to Commander, U.S. Army Safety Center (USASC), by the commander closest to the scene of the accident. The unit identification code on DA Form 285 will be W000. PCS status ends on assignment order reporting date or arrival date, whichever occurs first.

4. Involving Army civilians on TDY after normal duty hours are not recordable unless their activity is a part of the TDY assignment or any Army operation.

5. Involving Army and foreign military students on TDY for more than 30 days at Army schools will be included in the experience of the school's MACOM.

Accidents involving more than one command.

1. The safety office will send a copy of DA Form 285 to the other command(s) concerned. A forwarding letter will tell which command will record the accident, injuries, property damage, and exposure data.

2. After concurrence is reached on command responsibilities and losses, DA Form 285 will be sent to Commander, USASC.

ARNG training accidents on Army installations will normally be investigated by the National Guard. The installation commander will provide aid as requested. The report will be sent to the responsible State safety office.

Commanders will set up procedures to report accidents involving Army personnel or materiel on installations jointly occupied or under the command of another service.

Commanders of U.S. Army Medical Department activities and treatment facilities will submit a followup DA Form 285 when an injured individual dies after being transferred to an Army medical holding unit. A copy of this report will be

furnished to the installation/division safety office which submitted the initial accident report.

Field exercises and maneuvers. HQDA will sometimes need more information on accidents occurring on field exercises and maneuvers. This requirement will be sent through command channels before exercises begin.

APPENDIX C

Types of Accident Locations

(For use, refer to instructions for item 5 on page 16.)

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- | | |
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| A. Maintenance/Fabrication Facility | H. Plants and Factories |
| B. Travel Ways | I. Recreation/Entertainment Facilities |
| C. Other Operational Facilities/Areas | J. Housing Facilities |
| D. Training Areas | K. Freight and Passenger Terminals |
| E. Service Facilities | L. School Facilities |
| F. Terrain and Water Locations | M. Hobby Shop |
| G. Storage Facilities | |

LOCATIONS

- A. MAINTENANCE/FABRICATION FACILITY (Includes facilities from unit through depot level)
1. Vehicle facility (e.g., motor pool, garage, washrack, maintenance shop, vehicle overhaul/rebuild facility)
 2. Aircraft facility (e.g., hangar, maintenance shop, engine runup area, defueling area, aircraft overhaul/rebuild facility, engine test cell)
 3. Vessel maintenance facility (e.g., dock, vessel overhaul/rebuild facility)
 4. Engineer facility (e.g., carpentry shop, electrical shop, plumbing shop, sheet metal shop)
 5. Other maintenance/fabrication facility (e.g., missile, tire rebuild)
- B. TRAVEL WAYS (Note: waterways are under Terrain and Water Locations, motor pool/park is under Maintenance/Fabrication Facility).
1. Pedestrian way (e.g., sidewalk, crosswalk, path, trail)
 2. Vehicle trail (e.g., tank trail, jeep trail, bike trail, motorcycle trail)
 3. Roadway (e.g., street, highway, curb, shoulder, driveway, bridge)
 4. Parking lot

5. Aircraft way (e.g., flight line, flight ramp, taxiway, runway)
6. Railroad/railyard

C. OTHER OPERATIONAL FACILITIES/AREAS

1. Office building (e.g., CPO, finance and accounting, AG, safety, research, administrative, computer facility, community services)
2. Communications facilities (e.g., communication centers, MARS station, tower/antenna station)
3. Construction sites (e.g., buildings, roads, dams, airfields, railroads, parking lots, tunnels, quarries)
4. Security/law enforcement facilities (e.g., stockade, prison, gatehouse, guardhouse)

D. TRAINING AREAS

1. Range - small arms/individual weapons
2. Range - crew served weapons
3. Range - aerial firing/bombing
4. Range - infiltration course
5. Dedicated training area - nonfiring (e.g., obstacle/confidence course, parachute drop zone, landing zone (LZ), stage field)
6. Temporary training area (e.g., unit assembly area, bivouac area)

E. SERVICE FACILITIES

1. Library
2. Chapel/church
3. Child care center
4. Post office
5. Laboratory (e.g., medical, photographic, materiel testing, nuclear-biological-chemical)
6. Medical care facility (e.g., dispensary, clinic, hospital, nursing home, dental clinic, mental health facility)
7. Fire station
8. Commissary

9. Post exchange
 10. Dining facilities (e.g., messhall, cafeteria, snack bar, open mess)
 11. Post exchange service station
 12. Museum
 13. Animal care facility (e.g., animal hospital, animal pound)
 14. Refuse disposal area (e.g., garbage dump)
 15. Laundry/cleaning facility (e.g., post laundry, laundromat)
- F. TERRAIN AND WATER LOCATIONS (Exclude locations used primarily for recreation - see also Recreation/Entertainment Facilities)
1. Sloped terrain (e.g., slope, embankment, ditch, ravine, cliff, canyon, mountain)
 2. Wooded terrain (e.g., woods, forest, swamp, marsh)
 3. Open terrain (e.g., field, desert, plain, parade ground, right of way)
 4. Moving bodies of water (e.g., waterway, canal, creek, stream, river)
 5. Standing bodies of water (e.g., pond, lake, reservoir, ocean)
- G. STORAGE FACILITIES
1. Storage buildings (e.g., ammunition bunker, warehouse, barn, paint shed, POL storage shed, meat locker)
 2. Outside storage area (e.g., equipment park, POL dump, property disposal area, cage, holding pen, salvage yard, stockyard)
- H. PLANTS AND FACTORIES (Excludes overhaul/rebuild facilities)
1. Heating plant
 2. Printing plant
 3. Electric generating plant (includes power substations)
 4. Ammunition/weapons manufacturing plant
 5. Other industrial plants and factories (e.g., chemical plants, foundries, food and animal processing plants)
- I. RECREATION/ENTERTAINMENT FACILITIES (Facilities used primarily for recreation - see also Terrain and Water Locations)

1. Indoor facilities (e.g., bowling alley, gym, indoor skating rink, indoor theaters, dance room, reading room, billiard room, cocktail bar, stadium, swimming pool)
 2. Outdoor facilities (e.g., playing fields, tennis court, volleyball court, picnic area, golf course, driving range, outdoor theater, swimming pool, camping ground, stadium)
- J. HOUSING FACILITIES (Includes building and grounds)
1. Family housing (e.g., private residence, post family housing, guest house, family living in apartment/motel/hotel)
 2. Individual housing (e.g., BOQ, barracks, dormitory, guesthouse, individual living in apartment/motel/hotel)
- K. FREIGHT AND PASSENGER TERMINALS (Includes all facilities necessary for operating the terminal, e.g., airport includes control tower)
1. Airport/airfield
 2. Rail station/yard
 3. Port/dock/wharf
 4. Vehicle terminal (e.g., bus station, truck terminal)
- L. SCHOOL FACILITIES (Includes buildings, grounds, classrooms)
1. Dependent school facilities (e.g., grades K-12)
 2. Technical training/occupation related school facilities - Army operated (e.g., aviation school, maintenance school, administrative school, safety school, ordnance school)
 3. Technical training/occupation related school facilities - not Army operated (e.g., university sponsored courses, private industry sponsored courses, college, trade school)
- M. HOBBY SHOP
1. Auto hobby shop
 2. Woodworking hobby shop
 3. Other hobby shop (ceramic, electronic, lapidary, photography, decoupage, metalworking)

APPENDIX D

Injury/Illness Types and Results

(For use, refer to instructions for item 26 on page 18.)

Burns (Chemical)

First Degree
Second Degree
Third Degree
Fourth Degree

Burns (Thermal)

First Degree
Second Degree
Third Degree
Fourth Degree

Dismemberments

Amputation
Avulsion (Evisceration)
Decapitation

Environmental Exposure

Decompression/Bends
Frostbite
Heat Exhaustion
Heatstroke
Hypothermia
Immersion Foot
Noise
Radiation (Other than Burns)

Environmental: Intake

Asphyxiation (Suffocation)
Hypoxia

Fractures

Chip
Compound
Compression
Crushed/Depressed
Incomplete (Greenstick)
Simple

Stress Injuries

Dislocation
Sprain (wrenching of joint
with stretching or tearing
of ligaments)
Strain (stretched ligaments
or muscles)

Wounds

Abrasion (Scraping)
Bite
Blister
Contusion (Bruise, Hematoma)
Crushed
Laceration/Cut
Puncture, Perforation, or Penetration
Transection (Cut across)

Miscellaneous

Collapsed Lung
Concussion
Dermatitis
Exhaustion (Physical exhaustion not
related to heat or cold)
Foreign Object Retained
Herniation/Rupture
Inflammation (Irritation)
Multiple Fatal Injuries
Internal Injury
Multiple Injuries

Results of Injury/Illness

Amnesia
Cardiac Arrest
Drowned
Edema
Embolism
Emphysema
Exsanguination
Hearing Loss (Acute)
Hemorrhage
Hemo-pneumothorax
Hemothorax
Infection
Occlusion
Paralyzed
Pneumoconioses
Pneumothorax
Poisoning
Shock Due to Trauma (Emotional or
Physical)
Syncope (Fainting)
Unconsciousness
Vision Loss
Repeated Trauma Disorders (specify)
Other Occupational Illness (specify)

APPENDIX E

Body Parts

(For use, refer to instructions for item 27 on page 18.)

Body in General

Head

Head Less Face

Brain

Ears

Hair

Scalp

Skull

Temple

Face

Cheeks

Eyes

Forehead

Jaws

Lips

Mouth

Nose

Teeth

Tongue

Gums

Chin

Neck

Esophagus

Larynx

Trachea

Vertebra

Trunk

Abdomen

Colon

Gall Bladder

Intestines

Kidney

Liver

Pancreas

Spleen

Stomach

Trunk (cont'd)

Back

Scapula

Spinal Cord

Vertebra

Chest

Clavicle

Diaphragm

Heart

Lungs

Mammary

Ribs/Side

Sternum

Pelvis

Bladder

Buttocks

Genitalia

Hip

Rectum/Anus

Upper Extremities

Upper Arm

Shoulder

Elbow

Lower Arm

Wrist

Hand

Finger

Knuckle

Thumb

Lower Extremities

Upper Leg

Knee

Lower Leg

Ankle

Foot

Arch

Ball

Heel

Toes

ASPECT

Right
Left
Bilateral/Both
Central (Including Internal Organs)
Front (Anterior/Ventral)
Back (Posterior/Dorsal)
Upper (Superior/Cranial)
Lower (Inferior/Caudal)
Midline (Medial/Mesial)
Multiple Sites
Whole Body Region (General)
Whole Body Part

QUALIFIER

Blood Vessels (Veins, Arteries, etc.)
Bones/Skeletal
Cartilage
Glands
Joints
Muscles
Nerves
Skin/Membrane
Tendons/Ligaments
Multiple

APPENDIX F

Definitions, Examples, and Key Words for Personnel Errors, Materiel Failures/Malfunctions, and Environmental Conditions

GENERAL. Use these definitions and examples for items 30, 32, and 34 of DA Form 285. They are given so all users will have the same understanding of what the factors mean. Also, a list of key words is given for each factor. A key word can be used in place of the factor name to give users more flexibility in describing the cause of an accident.

PERSONNEL ERRORS: Mistakes made by Army personnel that contributed to the accident.

1. Inadequate inspection/search. Failure to properly look, listen, or feel in different locations for something, not knowing if, where, or when it may occur.

Examples: . Inspect equipment or vehicle to decide its operational readiness.
. Read forms, notices, SOPs, TMs, ARs, etc., to get needed information.
. Search field of view for hazards, e.g., look in both directions at an intersection; look where walking.

Key words: locate or read

2. Improper attention. Failure to pay attention to one or more activities or operations.

Examples: . Watch performance of personnel to guard against mistakes.
. Scan instruments for signs of proper vehicle or equipment functioning.
. Instructor watching performance of both student and vehicle.
. Exercise quality control over maintenance.

Key words: divide attention, monitor, scan, survey, time share, or watch

3. Failed to recognize. Failure to determine what something is and what its characteristics are so it can be distinguished from other things that are similar.

Examples: . Identify a control by feeling its shape.
. Recognize status of an on-off switch by feeling its position.
. Recognize changes in engine or machine sounds as a possible malfunction.

Key words: identify, discriminate, or distinguish

4. Misjudged clearance/speed/weight/size. Improper evaluation of size, weight, temperature, movement, direction, distance, or sound of things seen, heard, or felt without the use of measurement devices.

Examples: . Estimate clearance between vehicle and building or another vehicle.
. Judge rate of closure between vehicle and curve in road (entry into a turn too fast).
. Estimate weight and size of objects to decide how to lift, carry, or store.

Key words: compare, estimate, or evaluate

5. Misinterpreted. Failure to properly apply logic, rules, or computational steps to information so it can be correctly interpreted and used in performing the task at hand.

Examples: . Compute vehicle or equipment fuel consumption.
. Interpret clues to find the source of an engine malfunction.

Key words: calculate, categorize, code, compute, itemize, process, tabulate, or translate

6. Failed to anticipate. Failure to expect immediately upcoming events (short-term planning) to be prepared to act or react accordingly.

Examples: . Driver "keeps ahead" of the vehicle, e.g., is prepared for common emergencies such as skids, tire blowouts, brake failures, and engine power losses.
. Driver anticipates another driver's action (defensive driving).
. Instructor anticipates a student's action or reaction.

Key words: expect, foresee, prepare for

7. Inadequate planning. Failure to properly organize actions and plan for future job needs.

Examples: . Schedule work.
. Plan mission.
. Assign personnel to duties, e.g., driver selection.
. Allocate equipment, vehicles, and other resources for job or mission.

Key words: allocate, assign, coordinate, direct, organize, or schedule

8. Improper decision. Selection of an improper course of action when:
a. The best choice could be made using available information,
b. The best choice could be carried out using available resources,
and/or

c. One rule, principle, or procedure for deciding the course of action clearly applied.

Examples: . Make "go-no-go" decision based on weather conditions, crew qualifications, and vehicle capabilities.
. Decide whether to use personal protective equipment considering hazards of existing conditions.

Key words: choose, determine, analyze, elect, or select

9. Inadequate improvising/troubleshooting/problem solving. Failure to devise a workable course of action when:

a. The best course of action could not be decided using available information,

b. The best course of action could not be carried out using available resources, and/or

c. One rule, principle, or procedure for deciding the course of action did not clearly apply.

Examples: . Make a field-fix replacement for a broken part.
. Devise a way of communicating after communications equipment failed.
. Change road march following distances according to weather, visibility, or road conditions.

Key words: adapt, devise, fabricate, or invent

10. Failed to follow procedures/orders/laws. Failure to use the proper written or verbal instruction as specific guidance in performing a task.

Examples: . Use a checklist to perform before-during-after operation inspections of a vehicle.
. Remember and execute emergency procedures in case of brake failure.
. Use the maintenance manual to complete quarterly service on a vehicle.

Key words: carry out or execute

11. Failed to comply with general rules/principles. Failure to use the proper rule, principle, or commonly accepted practices as general guidance in performing a task.

Examples: . Avoid using highly flammable fluids for cleaning purposes.
. Reduce speed as visibility decreases or hazardous road conditions are encountered.
. Ensure proper safety guards are in place before operating tools, machines, or equipment.

Key words: comply with or obey

12. Improper simple physical action. Improper performance of separate simple movements made with a certain purpose in mind, e.g., completing job, task, or part of a task. A task may demand that such movements be made once, repetitively, or in sequence and require the person to estimate when to start, how much force to use, how long and how many times to apply the force, and when to stop.

Examples: . Activate a toggle switch or start-stop button, shift vehicle transmission lever, or lift objects (positioning actions).
. Hold a chisel to a grindstone, hold a hand drill in place while drilling, or hold an electrode in place while welding (static actions).
. Hammer, turn handcrank, operate a jack, screwdriver, or socket wrench (repetitive actions).
. Type, operate calculator, or carry out a sequence of actions to start a vehicle (serial actions).

Key words: Lift, hold, drop, hit, push, pull, sit, stand, reach for, open, close, connect, disconnect, activate, press, turn, grasp, grip, set, or start

13. Improper complex physical action. Improper performance of action(s) involving coordinated movements to which continuous adjustments are made based on information related to the task at hand. A task involving such movements may require the person to estimate when to start, how much force to apply, how long to continue, and when to stop.

Examples: . Operate steering wheel.
. Apply accelerator, brakes, or clutch (transmission).
. Walking, carrying, running, swimming, or throwing.
. Track target with a gun.
. Guide material through a band saw following a pattern.

Key words: walk, run, crawl, climb, carry, jump, align, adjust, steer, brake, aim, accelerate, swim, throw, or track

14. Inadequate communication. Failure to convey facts, instructions, or directives required to perform a task by speaking, writing, signaling, or otherwise giving information to be acted on.

Examples: . Vehicle commander conducts premission briefing for crew.
. Unit commander gives personnel information (AR, TM, FM, SOP, etc.) required for job performance.
. Tank commander directs driver.
. Ground guide signals instructions to driver.

Key words: ask, answer, signal, inform, advise, direct, indicate, instruct, request, speak, transmit, or write

MATERIEL FAILURES/MALFUNCTIONS: Failures or malfunctions of Army materiel or equipment that contributed to the accident.

1. Overheated/burned/melted. Excessive heat caused materiel or equipment to fail or malfunction.

Examples: . M60 transmission overheated and failed due to strain of towing another M60 improperly.
. M110 howitzer engine overheated and failed due to coolant loss from improperly installed (loose) radiator connections.

Key words: blister, boil, carbonize, char, flame, fuse, or glaze

2. Froze (temperature). Excessive cold caused materiel/equipment to fail or malfunction.

Examples: . Water pipes froze and burst in warehouse due to unintentional shutdown of heating system.
. M151A1 engine block cracked while exposed to below-freezing temperatures with inadequate antifreeze protection.
. Plastic fuel line on M35 2½-ton truck engine cracked due to freezing weather. Fuel leaking from line was ignited by contact with hot engine parts causing extensive damage to engine compartment.

Key words: congeal or solidify

3. Obstructed/pinched/clogged. Function of materiel or equipment was hindered or completely cut off by an obstacle.

Examples: . Hangar door was obstructed by FOD in track. Door suddenly came loose under pressure and closed on servicemember's foot, breaking his ankle.
. Sewer system became clogged and sewage backed up into barracks, causing extensive damage to floor covering.

Key words: block, crimp, foul, or restrict

4. Vibrated. Side-to-side or forward-and-back movement of materiel or equipment caused it to fail or malfunction.

Examples: . Spring holding brake line out of steering mechanism on M813 5-ton truck vibrated out of its bracket. Brake line was cut and accident resulted.
. During operation, bulldozer operator's seat broke loose and the sudden shift produced back injury to driver. Seat was welded on; vibrations caused welds to fail.
. M60A1 fuel line connector vibrated loose and sprayed fuel over engine compartment, causing fire.

Key words: flutter, oscillate, or shake

5. Rubbed/worn/frayed. Friction-producing movement was applied to materiel or equipment to such an extent that it failed or malfunctioned.

Examples: . M60A1 wire bundle and hydraulic line chafed, wires shorted, line ruptured, and fire resulted.
. Brakes on 5-ton truck failed due to worn brake shoes.

Key words: abrade, chafe, fret, groove, score, or scrape

6. Corroded/rusted/pitted. Gradual wearing away (usually by chemical action) of materiel or equipment to such an extent that it failed or malfunctioned.

Examples: . Retaining pin for M548 steering control arm pin broke due to rust. Pin fell out, control arm came off, directional control was lost, and accident resulted.
. Pier cleat broke while barge was being docked. Cleat hit servicemember, producing injury. Cleat failed due to salt water corrosion.

Key words: erode or oxidize

7. Overpressured/burst. Steady or abrupt force was applied over the surface of materiel or equipment to such an extent that it failed or malfunctioned.

Examples: . XM688 radiator overheated. When servicemember (SM) turned radiator cap to pressure release position, pressure was so great that one of the cap retaining lips broke. Cap blew off, and SM received burns to his face and arms.
. Tire rim on 2½-ton truck blew apart while being inflated, resulting in fatal injury.

Key words: balloon, bulge, explode, rupture, or swell

8. Pulled/stretched. Steady or abrupt force applied to materiel or equipment caused it to move toward the force, in whole or in part, to such an extent that it failed or malfunctioned.

Examples: . Trailer with 8 tons of empty 105mm shell casings was being lifted by crane. The 5/8-inch wire rope pulled apart, and trailer fell to ground. Wheels, axle, and frame were damaged.
. M561 gamma goat was being transported by C-141 aircraft. Tiedown ring pulled out of M561 and vehicle broke loose and damaged the aircraft.

Key word: elongate

9. Twisted/torqued. Steady or abrupt application of twisting forces caused materiel or equipment to fail or malfunction.

Examples: . M34 2½-ton truck was pulling trailer. Lug bolts broke, wheel came off, and trailer overturned. Bolts broke due to overtorque during installation.
. Transmission of M764 boring machine failed because of torque overloads resulting from auger striking hard materiel.

Key word: turn

10. Compressed/hit/punctured. Steady or abrupt application of force that presses/impacts materiel or equipment causing it to fail or malfunction.

Examples: . Missile guidance system container bracket on M113 carrier failed due to repeated impact from rough roads. Guidance system fell and was severely damaged.
. M113 aluminum idler hub cover was struck and shattered by rocks in rough terrain and, eventually, spindle was ruined by contamination.

Key words: chip, collapse, crush, dent, nick, pinch, press, push, or spall

11. Bent/warped. Changing materiel or equipment from an original straight, level, or even condition through the application of force to such an extent that it failed or malfunctioned.

Examples: . While towing M60A1, M88 tow bar broke, causing an accident. Bar broke because it was bent from previous use.
. M48 chaparral limit switch brackets for erect-retract motor bent. The motor continued running and lifted jackscrews out of their bearings, resulting in expensive repair job.

Key words: bow or buckle

12. Sheared/cut. Failure or malfunction was caused by steady or abrupt force applied to materiel, resulting in a break with the two parts sliding parallel to each other in different directions.

Examples: . Teeth in supporting gears of engine test stand sheared. Servicemember was injured when test stand collapsed and hit his left leg.
. Retaining rivet on 5-ton truck clutch disk pad sheared. Pad came loose and produced impact damage to flywheel.

Key words: chop or sever

13. Decayed/decomposed. Chemical or biological action resulted in a gradual decline in materiel or equipment strength to such an extent that it failed or malfunctioned.

Examples: . Rubber section of brake line on M817 5-ton truck ruptured when brakes were applied. Vehicle ran into rear of M151A2. Failure occurred due to decomposed condition of rubber brake line.
. Rubber piston seal in brake master cylinder of F1500M road grader decayed and failed, causing loss of fluid and brake failure which resulted in an accident.

Key words: mildew, rot, or spoil

14. Electric current action. Action of electric current caused materiel or equipment to fail or malfunction.

Examples: . Weak contact caused short in oil fuse cutout and fire started.
. M163 Vulcan was operated with batteries slightly discharged. Low voltage condition caused generator and regulator to fail.

ENVIRONMENTAL CONDITIONS: Environmental factors that contributed to the accident.

1. Illumination. Too much or too little light that has a negative influence on vision.

Examples: . Light available for climbing/descending stairs, reading instruments, repairing equipment, driving, etc.

Key words: bright, dark, dim, glare, or light

2. Precipitation. Climatic precipitation that has a negative influence on human or machine performance.

Examples: . Road or walkway made slippery by rain, snow, ice, etc.
. Visibility restricted by fog, rain, snow, etc.
. Condensed moisture inside electrical devices, causing shorts and corrosion.

Key words: condensation, fog, frost, hail, ice, mist, rain, sleet, or snow

3. Contaminants. Natural or manmade elements that render materiel or the environment unsatisfactory for human or machine use and have a negative influence on performance.

Examples: . Driver's visibility restricted by dust, smoke, or smog.
. Effects of breathing toxic fumes, vapors, or gases.
. Fuel contaminated by water, sand, FOD, etc.
. Salt corrosion of vehicle parts.

Key words: carbon dioxide, carbon monoxide, chemicals, dust, foreign objects/debris, fumes, gases, impurities, mists, smog, smoke, toxic materials, or vapors

4. Noise. Unwanted sound that produces hearing loss, disturbs/distracts attention from task at hand, or interferes with communication.

Examples: . Noise from engines, hammering, riveting, etc.
. Unexpected shout.
. Explosion or gunfire.
. Radio static.

Key words: bang, din, explosion, shout, or static

5. Temperature/humidity. Extremes of heat, cold, and humidity that have a negative influence on human or machine performance.

Examples: . Heat cramps/exhaustion/stroke caused by high temperature and humidity conditions.
. Engine failure or reduced performance due to operation in high temperatures.
. Shivering, numbness, or frostbite caused by low temperature conditions.

Key words: burn, chill, cold, freeze, heat, hot, numb, scald, scorch, or steam

6. Wind/turbulence. Natural or manmade air movement that has a negative influence on human or machine performance.

Examples: . Effect of turbulence on vehicle control.
. Destabilizing influence of gusting wind on personnel or equipment.

Key words: blow, blast, gust, hurricane, storm, tornado, or turbulence

7. Vibration. Repeated/periodic motions that have a negative influence on human or machine performance.

Examples: . Vehicle vibrations that reduce aiming or tracking accuracy.
. Automobile or ship vibrations or movements causing motion sickness or fatigue which in turn reduces performance.
. Goer vehicle "bounce" causing loss of control.
. Tracked vehicle instruments failing due to vibration.
. Vibration metal fatigue causing failure of tank control linkages.

Key words: bounce, buck, bump, jar, jolt, jump, oscillate, roll, shake, vibrate, shimmy, or sway

9. Radiation. Radiant energy emitted in waves or particles that has a negative influence on human or machine performance.

Examples: . Ionizing radiation such as x, gamma, and neutron that penetrates deeply and can cause damage to body tissues.
. Nonionizing radiation such as short and long radio waves, ultraviolet, masers, and lasers that do not penetrate deeply and usually produce thermal-type damage, e.g., sunburn, eye injuries.

Key words: alpha radiation, beta radiation, gamma radiation, ionizing, laser, maser, neutron radiation, nonionizing, radio waves, sunlight, ultraviolet, or x radiation

10. Work surface. Conditions (excluding precipitation) of natural or manmade work surfaces on which personnel and machines operate that have a negative influence on performance.

Examples: . Floors made slippery by wax, water, oil, etc.
. Dirt road made uneven by ruts or washouts.
. Potholes in paved roads.
. Sand, gravel, or rocks on walkway or road.
. Steep inclines (up or down).
. Large waves or strong currents in an ocean, lake, river, or stream.

Key words: holes, inclines, rocky, rough, rutted, slippery, steep, or uneven

11. Air pressure. Sudden or gradual changes in air pressure that have a negative influence on human or machine performance.

Examples: . High altitude operations on mountains produce insufficient oxygen for personnel or reduced engine power.
. Sudden decrease in air pressure produces decompression sickness, i.e., bends, chokes.
. Sudden increase in air pressure such as backblast from recoilless weapons, blast overpressure from large guns and explosives, or sonic booms caused by supersonic aircraft.

Key words: altitude, bends, blast, boom, chokes, decompression, explosion, or hypoxia

12. Electricity. Natural or manmade electrical current that has a negative influence on human or machine performance.

Examples: . Person or machine struck by lightning.
. Fuel explosion caused by static electricity discharge when fuel hose contacts tank/container.
. Person shocked on contact with exposed electrical wires or improperly grounded equipment.
. Electrical line surge causes electrical equipment to burn out.
. Heat generated from electrical wires or devices cause fire or burns.

Key words: burn out, electrocute, discharge, ground, lightning, shock, short, or static

APPENDIX G

Descriptions and Examples of Corrective Actions

These descriptions and examples are for the corrective actions section (item 36) of DA Form 285. They are given so all users will have the same understanding of what the corrective actions mean.

1. Improve school training. The improvement recommended should be directed toward the content or amount of school training needed to correct the accident-causing error. For example:

a. Provide school training for the person who made the error due to not being school trained.

b. Improve the content of a school training program to better cover the task in which the error was made.

c. Expand the amount of school training given on the task in which the error was made.

Example: Recommend TRADOC improve school training. That is, training programs should be revised, where appropriate, to include specific training on handling and use of pyrotechnic simulators used in the Army.

2. Improve unit training. The improvement recommended should be directed toward the content or amount of unit training needed to correct the accident-causing error. For example:

a. Provide unit training for the person who made the error due to not being unit trained.

b. Improve the content of unit training to better cover the task in which the error was made.

c. Expand the amount of unit training given on the task in which the error was made.

Example: Recommend the commander of Company A improve unit training of drivers by conducting special training on use of ground guides and requiring each driver to demonstrate satisfactory proficiency in moving his vehicle forward and rearward under the direction of a ground guide.

3. Revise procedures for operation under normal conditions. The changes recommended should be directed toward changing existing procedures or including new ones. If the change is to an AR, TM, FM, Soldiers Manual, or other Army publication, tell the date when DA Form 2028 was submitted.

Example: Recommend the commander of Company D revise procedures for operation under normal conditions by changing the unit SOP. It should require

that a basic list of rules be developed and posted on the use of buildings assigned to the company. These rules should include that stairways remain clear for unimpeded use of the handrail and that personnel be prohibited from congregating on stairways.

4. Revise procedures for operations under abnormal or emergency conditions. The changes recommended should be directed toward changing existing procedures or including new ones. If the revision is to an AR, TM, FM, Soldiers Manual, or other Army publication, tell the date when the DA Form 2028 was submitted.

Example: Recommend the commander of Fort Johnson revise procedures for operations under abnormal or emergency conditions. That is, the installation SOP should be changed to require contingency plans for the worst cases when storms are forecast in the area. For example, if winds are forecast to be 30 to 50 mph, preparations should be made to deal with 50-mph winds.

5. Ensure personnel are ready to perform. The purpose of this recommendation is to encourage supervisors to make sure that their people are capable of performing a job before making an assignment. They should consider training, experience, physical condition, and psychophysiological state (e.g., fatigue, haste, excessive motivation, overconfidence, effects of alcohol/drugs).

Example: Recommend commander of Company A ensure personnel are ready to perform by assuring that platoon leaders assign qualified drivers to operate unit vehicles.

6. Inform personnel of problems and remedies. This recommendation should be used when it is necessary to relay accident-related information to people at unit, installation, MACOM, or DA levels.

Example: Recommend commander of Company B inform personnel of problems and remedies. That is, tell all company tank commanders about this accident. Remind them that the tank is their responsibility and that they must comply with established procedures and common sense.

7. Positive command action. The purpose of this corrective action is to recommend that the supervisor take action to encourage proper performance and to discourage improper performance by his people.

Example: Recommend commander of Company C take positive command action. That is, counsel the person about the excessive speed that led to the accident. Set up a unit program to provide official recognition and a training holiday for drivers who receive no traffic citations and are accident-free for 1 year.

8. Provide personnel resources required for the job. This recommendation is intended to prevent an accident caused by not enough qualified people being assigned to perform the job safely.

Example: Recommend commander of Company B provide personnel resources required for the job. That is, take steps to make sure that at least two people are assigned to each vehicle whenever possible so that one can act as ground guide.

9. Redesign (or provide) equipment or materiel. This recommendation is made when equipment or materiel caused or contributed to an accident because:

- a. The required equipment or materiel was not available.
- b. The equipment or materiel used was not properly designed.

Example: Recommend Tank-Automotive Materiel Readiness Command (TARCOM) redesign equipment by modifying the right side rearview mirror on the M880 truck to eliminate the blind spot that currently exists to the right and rear of the vehicle.

10. Improve (or provide) facilities or services. This recommendation is made when facilities or services led to an accident because:

- a. The required facilities or services were not available.
- b. The facilities or services used were inadequate.

Example: Recommend commander of the Materiel Testing Directorate provide facilities for test course communications. That is, equip vehicles and the test course supervisor with two-way radios.

11. Improve quality control. This recommendation is directed primarily toward the improvement of training, manufacturing, and maintenance operations where poor quality products (personnel or materiel) have led to accidents.

Example: Recommend commander of Company D improve quality control of maintenance by developing a checklist for inspections of work done on company vehicles.

12. Perform studies to get solution to system inadequacy. This recommendation should be made when corrective actions cannot be determined without a special study. Such studies can range from informal efforts at unit level to highly technical research projects performed by DA-level agencies.

Example: Recommend commander of the Materiel Testing Directorate perform a study to determine a test course layout that will reduce traffic congestion at specific intersections.

13. Improve supervision or coordination by higher command, unit commander, staff officer, or supervisor. The purpose of this recommendation is to improve the monitoring of personnel or organizational activities to make sure they are proceeding satisfactorily.

Example: Recommend Company C maintenance officer improve supervision of maintenance operations by ensuring that spot checks of work on vehicles are performed and that completed work is inspected before the vehicle is released.

UNITED STATES ARMY ACCIDENT INVESTIGATION REPORT						ACQUISITION CONTROL SYMBOL CDDPA-1418(a)			
NOTE: SPACES BELOW, DEFINED BY HEAVY LINES ARE FOR "SAFETY CENTER USE ONLY."									
1. UNIT IDENTIFICATION		2. TIME AND DATE OF ACCIDENT				3. TIME OF DAY (24-HR. INT.)		4. LOCATION	
A. UIC	B. DESCRIPTION	C. YEAR	D. MONTH	E. DAY	F. HOUR	<input type="checkbox"/> A. DAWN	<input checked="" type="checkbox"/> B. DAY	<input checked="" type="checkbox"/> C. ON-POST	<input type="checkbox"/> D. OFF-POST
WAGQEE	2/69 AR Bn	79	04	13	1430	<input type="checkbox"/> A. DAWN	<input checked="" type="checkbox"/> B. DAY	<input checked="" type="checkbox"/> C. ON-POST	<input type="checkbox"/> D. OFF-POST
5. EXACT LOCATION OF ACCIDENT 70th St and South Ave, Ft Cape, TX (vehicle trail)									
SECTION A - PERSONNEL INVOLVED									
6. NAME (Last - First - MI) Smith, William R.						7. ADDRESS (Or official address for all Government personnel) Co A, 2/69 AR Bn 9th AR Div Ft. Cape, TX 87656		8. SOCIAL SECURITY NUMBER 322-61-0771	
9. GRADE E3	10. AGE 19	11. SEX <input checked="" type="checkbox"/> A. MALE <input type="checkbox"/> B. FEMALE	12. MOS OR CIVILIAN JOB SERIES 11E00	13. FLIGHT STATUS <input type="checkbox"/> A. YES <input checked="" type="checkbox"/> B. NO	14. DUTY STATUS <input checked="" type="checkbox"/> A. ON DUTY <input type="checkbox"/> B. OFF DUTY	15. NO. OF HOURS ON CONTINUOUS DUTY BEFORE ACCIDENT 9	16. NO. OF HOURS SLEEP IN LAST 24 HOURS (If hours on duty more than 4) 7		
17. CLASSIFICATION AT TIME OF ACCIDENT (Check appropriate box)									
<input checked="" type="checkbox"/> A. ACTIVE ARMY		<input type="checkbox"/> D. OTHER US MILITARY		NATIONAL GUARD: <input type="checkbox"/> A. TECH <input type="checkbox"/> I. ROT- <input type="checkbox"/> J. AT <input type="checkbox"/> K. PFTD <input type="checkbox"/> L. PTM <input type="checkbox"/> M. ADT		<input type="checkbox"/> A. ARMY CIVILIAN		<input type="checkbox"/> F. ROTC	
<input type="checkbox"/> C. ARMY CONTRACTOR		<input type="checkbox"/> E. DEPENDENT		ARMY RESERVE: <input type="checkbox"/> A. ROT <input type="checkbox"/> B. AT <input type="checkbox"/> C. ADT <input type="checkbox"/> D. PTM		<input type="checkbox"/> G. ARMY CONTRACTOR		<input type="checkbox"/> H. CONTRACT HIRE	
<input type="checkbox"/> F. ROTC		<input type="checkbox"/> I. ROT- <input type="checkbox"/> J. AT <input type="checkbox"/> K. PFTD <input type="checkbox"/> L. PTM <input type="checkbox"/> M. ADT		FOREIGN NATIONAL: <input type="checkbox"/> P. DIRECT HIRE <input type="checkbox"/> Q. CONTRACT HIRE		<input type="checkbox"/> R. S. AUSA		<input type="checkbox"/> S. OTHER (Specify)	
18. THIS PERSON'S ACTIVITY/TASK AT TIME OF ACCIDENT Driving M60A1 tank									
19. IF THIS PERSON'S ACTIVITY WAS NECESSARY PART OF TRAINING, GIVE TYPE <input type="checkbox"/> A. BASIC (School) <input type="checkbox"/> B. ADVANCED (School) <input type="checkbox"/> C. OJT (Unit)									
20. WAS THIS PERSON'S ACTIVITY PART OF FIELD EXERCISE? <input checked="" type="checkbox"/> A. YES <input type="checkbox"/> B. NO									
21. WAS THIS PERSON'S ACTIVITY PART OF TACTICAL TRAINING? <input checked="" type="checkbox"/> A. YES <input type="checkbox"/> B. NO									
22. OPERATIONAL CATEGORY (Identify operational category that best describes the overall mission at time of accident) Maintenance									
23. SEVERITY OF INJURY TO THIS PERSON (Check only one)									
<input checked="" type="checkbox"/> A. FATAL <input type="checkbox"/> B. PERMANENT TOTAL DISABILITY <input type="checkbox"/> C. PERMANENT PARTIAL DISABILITY <input checked="" type="checkbox"/> D. LOST WORKDAY CASE - DAYS AWAY FROM WORK									
<input type="checkbox"/> E. LOST WORKDAY CASE - RESTRICTED WORK ACTIVITY <input type="checkbox"/> F. NONFATAL CASE WITHOUT LOST WORKDAYS									
<input type="checkbox"/> G. FIRST AID ONLY <input type="checkbox"/> H. NO INJURY <input type="checkbox"/> I. MISSING AND PRESUMED DEAD									
24. SEVERITY OF LOSS (Days)	25. SEVERITY OF INJURY (Days)	26. TYPE/NATURE OF INJURY/OCCUPATIONAL ILLNESS Laceration				27. BODY PART AFFECTED Chin - Central - Skin			
2	0	28. CAUSE OF INJURY/OCCUPATIONAL ILLNESS Struck against tank hull at driver's hatch				29. VEHICLE RESTRAINT SYSTEM <input type="checkbox"/> A. USED <input type="checkbox"/> B. NOT AVAILABLE <input checked="" type="checkbox"/> C. NOT APPLICABLE			
30. THIS PERSON'S ERRORS WHICH CAUSED OR CONTRIBUTED TO THE ACCIDENT (Describe each mistake and the result) PFC Smith made an improper decision to drive too fast (25 mph). As a result, he could not avoid hitting the stopped tank.									
SECTION B - PROPERTY AND/OR MATERIEL INVOLVED									
31. LIST ALL PROPERTY INVOLVED IN THE ACCIDENT, WHETHER DAMAGED OR NOT. IF ACCIDENT INVOLVED ARMY OPERATIONS, SHOW COST OF ANY DAMAGE									
NO.	A. NAME OF ITEM (Complete nomenclature, i.e., name, type, model)	B. OWNER OR REP	C. AMOUNT OF DAMAGE						
1	Tank M60A1	Army	\$500						
2									
3									
32. MATERIEL FAILURES/MALFUNCTIONS WHICH CAUSED OR CONTRIBUTED TO THE ACCIDENT (Tell what failed and how it failed) Flexible hose on hydraulic brake line was decayed and it failed under pressure of the hard brake application causing loss of brakes.									
33. CONTROL NUMBER FOR THE SIR COVERING EACH FAILURE/MALFUNCTION (Show 3 of SF 388) DR 9101/1									
SECTION C - ENVIRONMENTAL CONDITIONS INVOLVED									
34. ENVIRONMENTAL CONDITIONS WHICH CAUSED OR CONTRIBUTED TO THE ACCIDENT PFC Smith's vision was obscured by dust. As a result, he could not see the stopped tank in time to avoid hitting it.									
SECTION D - DESCRIPTION AND CORRECTIVE ACTION									
35. FULLY DESCRIBE THE ACCIDENT (When material is listed in Item 31, tell how involved personnel are related to it.) During the recovery phase of an FTX, a column of three M60A1 tanks was going down a dusty tank trail to the washrack. Lead tank had a mechanical problem and second tank stopped to help. Driver of third tank, PFC Smith, had lost sight of second tank because of dust and was only 10 meters away when he saw it. Brakes failed during hard brake application and PFC Smith's tank hit rear of second tank at about 10 mph.									
36. ACTION TAKEN, ANTICIPATED, OR RECOMMENDED TO CORRECT THE CAUSES OF THIS ACCIDENT: Recommend company commander counsel PFC Smith about driving too fast. EIR submitted on 20 Apr 79 on flexible hose failure. Recommend company commander revise SOP for intervehicular distance under dusty conditions.									
37. REPORTING OFFICER <i>[Signature]</i>					38. COMMANDER REVIEW <i>[Signatures]</i>				
SAFETY STAFF USE ONLY									
39. REPORT SUBMITTED <input type="checkbox"/> A. INITIAL <input type="checkbox"/> B. CHANGE		40. MAGAZIN	41. LOCAL REPORT NUMBER	42. ACCIDENT TYPE	43. TYPE OF VEHICLE COLLISION				
44. SAFETY STAFF POINT OF CONTACT (Include printed name and phone)				45. SPECIAL REQUIREMENTS			46. DATE REPORT COMPLETED (Yr - Mo - Day)		

UNITED STATES ARMY ACCIDENT INVESTIGATION REPORT							ACQUISITION CONTROL SYMBOL	
For use of this form, see AR 385-40; the proponent agency is DCS/PSR.							CROFA-1, 1184	
NOTE: SPACES BELOW, DIVIDED BY HEAVY LINES ARE FOR "SAFETY CENTER USE ONLY."								
1. UNIT IDENTIFICATION		2. TIME AND DATE OF ACCIDENT			3. TIME OF DAY (24HR/GR)		4. LOCATION	
a. WFO IFWONS		b. DESCRIPTION Materiel Testing Dir		c. YEAR 79	d. MONTH 01	e. DAY 18	f. HOUR 1030	g. LOCATION <input type="checkbox"/> A. DASH <input checked="" type="checkbox"/> B. DAY <input checked="" type="checkbox"/> C. ON-POST <input type="checkbox"/> D. DASH <input type="checkbox"/> E. NIGHT <input type="checkbox"/> F. OFF-POST
5. EXACT LOCATION OF ACCIDENT Range Road 12, Riches Island, Deenaber Proving Ground, MD (roadway)								
SECTION A - PERSONNEL INVOLVED								
6. NAME (Last - First - MI) Ford, Raymond C.			7. ADDRESS (Use official address for all Government personnel) Operations Branch Materiel Testing Directorate Deenaber Proving Ground, MD 21006				8. SOCIAL SECURITY NUMBER 487-30-1011	
9. GRADE WG-10	10. AGE 49	11. SEX <input checked="" type="checkbox"/> A. MALE <input type="checkbox"/> B. FEMALE	12. MOB OR CIVILIAN JOB SERIES WG-5716	13. FLIGHT STATUS <input type="checkbox"/> A. YES <input checked="" type="checkbox"/> B. NO	14. DUTY STATUS <input checked="" type="checkbox"/> A. ON DUTY <input type="checkbox"/> B. OFF DUTY	15. NO. OF HOURS ON CONTINUOUS DUTY BEFORE ACCIDENT 3	16. NO. OF HOURS SLEPT IN LAST 24 HOURS (If hours or duty more than 8)	
17. CLASSIFICATION AT TIME OF ACCIDENT (Check appropriate box)								
<input type="checkbox"/> A. ACTIVE ARMY			<input type="checkbox"/> B. OTHER US MILITARY			NATIONAL GUARD: <input type="checkbox"/> A. TECH <input type="checkbox"/> B. ROT <input type="checkbox"/> C. AT <input type="checkbox"/> D. PFTD <input type="checkbox"/> E. PFM <input type="checkbox"/> F. ADT		
<input checked="" type="checkbox"/> C. ARMY CIVILIAN			<input type="checkbox"/> D. ROTC			ARMY RESERVE: <input type="checkbox"/> A. ROT <input type="checkbox"/> B. AT <input type="checkbox"/> C. ADT <input type="checkbox"/> D. PFM		
<input type="checkbox"/> E. ARMY CONTRACTOR			<input type="checkbox"/> F. DEPENDENT			FOREIGN NATIONAL: <input type="checkbox"/> G. DIRECT HIRE <input type="checkbox"/> H. CONTRACT HIRE <input type="checkbox"/> I. NATURA		
<input type="checkbox"/> J. NONAPPROPRIATED FUND			<input type="checkbox"/> K. OTHER (Specify)					
18. THIS PERSON'S ACTIVITY/TASK AT TIME OF ACCIDENT Driving M52 tractor-trailer				19. IF THIS PERSON'S ACTIVITY WAS NECESSARY PART OF TRAINING GIVE TYPE <input type="checkbox"/> A. BASIC (School) <input type="checkbox"/> B. ADVANCED (School) <input type="checkbox"/> C. OJT (Unit) <input type="checkbox"/> D. PROFICIENCY (Unit) <input type="checkbox"/> E. OTHER (Specify)				
20. WAS THIS PERSON'S ACTIVITY PART OF FIELD EXERCISE? <input type="checkbox"/> A. YES <input checked="" type="checkbox"/> B. NO			21. WAS THIS PERSON'S ACTIVITY PART OF TACTICAL TRAINING? <input type="checkbox"/> A. YES <input checked="" type="checkbox"/> B. NO			22. OPERATIONAL CATEGORY (Identify operational category that best describes the overall mission at time of accident) Transportation		
23. SEVERITY OF INJURY TO THIS PERSON (Check only one)								
<input type="checkbox"/> A. FATAL			<input type="checkbox"/> B. PERMANENT TOTAL DISABILITY			<input checked="" type="checkbox"/> C. LOST WORKDAY CASE - DAYS AWAY FROM WORK		
<input type="checkbox"/> D. LOST WORKDAY CASE - RESTRICTED WORK ACTIVITY			<input type="checkbox"/> E. NONFATAL CASE WITHOUT LOST WORKDAYS					
<input type="checkbox"/> F. FIRST AID ONLY			<input type="checkbox"/> G. NO INJURY			<input type="checkbox"/> H. MISSING AND PRESUMED DEAD		
24. WORKDAYS LOST (minimum)	25. WORKDAYS RESTRICTED (minimum)	26. TYPE/NATURE OF INJURY/OCCUPATIONAL ILLNESS 5 1 Strain		27. BODY PART AFFECTED Back - lower - muscles				
28. CAUSE OF INJURY/OCCUPATIONAL ILLNESS Struck by passenger				29. VEHICLE RESTRAINT SYSTEM <input type="checkbox"/> A. USED <input type="checkbox"/> B. NOT AVAILABLE <input type="checkbox"/> C. NOT APPLICABLE <input checked="" type="checkbox"/> D. AVAILABLE BUT NOT USED				
30. THIS PERSON'S ERRORS WHICH CAUSED OR CONTRIBUTED TO THE ACCIDENT (Describe each briefly and the result)								
SECTION B - PROPERTY AND/OR MATERIEL INVOLVED								
31. LIST ALL PROPERTY INVOLVED IN THE ACCIDENT, WHETHER DAMAGED OR NOT. IF ACCIDENT INVOLVED ARMY OPERATIONS, SHOW COST OF ANY DAMAGE								
NO.	a. NAME OF ITEM (Complete nomenclature, i.e., descr., type, model)	b. ORIGIN ORHP	c. AMOUNT OF DAMAGE					
1	M52 5-ton tractor	Army	\$121.00					
2	M172 25-ton trailer	Army	275.00					
3								
32. MATERIEL FAILURE(S)/MALFUNCTION(S) WHICH CAUSED OR CONTRIBUTED TO THE ACCIDENT (Tell what failed and how it failed)								
33. CONTROL NUMBERS FOR THE EIR COVERING EACH FAILURE/MALFUNCTION (Block 3 of SF 388)								
SECTION C - ENVIRONMENTAL CONDITIONS INVOLVED								
34. ENVIRONMENTAL CONDITIONS WHICH CAUSED OR CONTRIBUTED TO THE ACCIDENT Left rear wheels of trailer dropped into a depression in the road (work surface). As a result, the load shifted which caused the trailer and then the tractor to turn over.								
SECTION D - DESCRIPTION AND CORRECTIVE ACTION								
35. FULLY DESCRIBE THE ACCIDENT (When material is listed in item 31, do not have attached personnel are related to it.) Mr. Ford (driver) and Mr. Burgess (passenger) were transporting a 14-ton splinter shield which was chained to the trailer. The locally-manufactured shield has four legs made of gun tubes. It is 25 feet long, 12 feet wide, and 9 feet high. When the tractor-trailer rounded a left-hand corner on the gravel road at 4 to 5 mph, the left rear wheels of the trailer went into a depression in the road. As a result, the load shifted. This caused the trailer and then the tractor to turn over. Mr. Burgess slid down the seat onto Mr. Ford, causing the injury to the driver.								
36. ACTION TAKEN ANTICIPATED OR RECOMMENDED TO CORRECT THE CAUSE(S) OF THIS ACCIDENT Chief of the Operations Branch has counseled Mr. Ford and Mr. Burgess to be more attentive to road hazards and to wear their seatbelts.								
37. SIGNATURE OF COMMANDING OFFICER Quel M. Jurey Chief, Opns Br				38. SIGNATURES OF WITNESSES Michael J. Wilkins D. Smith James R. Ray				
SAFETY STAFF USE ONLY								
39. REPORT SUBMISSION <input type="checkbox"/> A. INITIAL <input type="checkbox"/> B. CHANGE		40. SACCO	41. LOCAL REPORT NUMBER	42. ACCIDENT TYPE	43. TYPE OF VEHICLE COLLISION			
44. SAFETY STAFF POINT OF CONTACT (Include printed name and phone)				45. SPECIAL REQUIREMENTS		46. DATE REPORT COMPLETED (YY - MM - DD)		

UNITED STATES ARMY ACCIDENT INVESTIGATION REPORT						ACQUIREMENT CONTROL SYMBOL CROPA-161841	
NOTE: SPACES BELOW, DEFINED BY HEAVY LINES ARE FOR "SAFETY CENTER USE ONLY."							
1. UNIT IDENTIFICATION		2. TIME AND DATE OF ACCIDENT			3. TIME OF DAY (24HR MIL)		4. LOCATION
6. USE NAJYBC	7. DESCRIPTION 1/73d ARMOR	8. YEAR 79	9. MONTH 01	10. DAY 08	11. HOUR 1315	<input type="checkbox"/> A. DAWN <input type="checkbox"/> C. DUSK	<input checked="" type="checkbox"/> B. DAY <input type="checkbox"/> D. NIGHT <input type="checkbox"/> E. OFF-POST
5. EXACT LOCATION OF ACCIDENT Training Area B, Camp Macy, Korea (dedicated training area--nonfiring)							
SECTION A - PERSONNEL INVOLVED							
6. NAME (Last - First - MI) Jones, Paul H.		7. ADDRESS (Use official address for all Government personnel) C Co, 1/73d ARMOR APO SF 96222				8. SOCIAL SECURITY NUMBER 114-40-4751	
9. GRADE E5	10. AGE 28	11. SEX <input checked="" type="checkbox"/> A. MALE <input type="checkbox"/> B. FEMALE	12. MOS OR CIVILIAN JOB SERIES 63C30	13. FLIGHT STATUS <input type="checkbox"/> A. YES <input checked="" type="checkbox"/> B. NO	14. DUTY STATUS <input type="checkbox"/> A. ON DUTY <input type="checkbox"/> B. OFF DUTY	15. NO. OF HOURS ON CONTINUOUS DUTY BEFORE ACCIDENT 6	16. NO. OF HOURS SLEEP IN LAST 24 HOURS (If hours on duty more than 8)
17. CLASSIFICATION AT TIME OF ACCIDENT (Check appropriate box)							
<input checked="" type="checkbox"/> A. ACTIVE ARMY		<input type="checkbox"/> B. OTHER US MILITARY		18. SERVICE GRADE: <input type="checkbox"/> A. TECH <input type="checkbox"/> B. SP4 <input type="checkbox"/> C. AT <input type="checkbox"/> D. PVT5 <input type="checkbox"/> E. PVT4 <input type="checkbox"/> F. PVT3 <input type="checkbox"/> G. PVT2 <input type="checkbox"/> H. PVT1 <input type="checkbox"/> I. PFC <input type="checkbox"/> J. SGT <input type="checkbox"/> K. SFC <input type="checkbox"/> L. MAJ <input type="checkbox"/> M. CAPT <input type="checkbox"/> N. MAJ <input type="checkbox"/> O. LTJG <input type="checkbox"/> P. LT <input type="checkbox"/> Q. CPT <input type="checkbox"/> R. MAJ <input type="checkbox"/> S. LTJG <input type="checkbox"/> T. MAJ <input type="checkbox"/> U. MAJ <input type="checkbox"/> V. MAJ <input type="checkbox"/> W. MAJ <input type="checkbox"/> X. MAJ <input type="checkbox"/> Y. MAJ <input type="checkbox"/> Z. MAJ		19. ARMY RESERVE: <input type="checkbox"/> A. 1ST <input type="checkbox"/> B. 2ND <input type="checkbox"/> C. 3RD <input type="checkbox"/> D. 4TH <input type="checkbox"/> E. 5TH <input type="checkbox"/> F. 6TH <input type="checkbox"/> G. 7TH <input type="checkbox"/> H. 8TH <input type="checkbox"/> I. 9TH <input type="checkbox"/> J. 10TH <input type="checkbox"/> K. 11TH <input type="checkbox"/> L. 12TH <input type="checkbox"/> M. 13TH <input type="checkbox"/> N. 14TH <input type="checkbox"/> O. 15TH <input type="checkbox"/> P. 16TH <input type="checkbox"/> Q. 17TH <input type="checkbox"/> R. 18TH <input type="checkbox"/> S. 19TH <input type="checkbox"/> T. 20TH <input type="checkbox"/> U. 21ST <input type="checkbox"/> V. 22ND <input type="checkbox"/> W. 23RD <input type="checkbox"/> X. 24TH <input type="checkbox"/> Y. 25TH <input type="checkbox"/> Z. 26TH	
<input type="checkbox"/> C. ARMY CONTRACTOR		<input type="checkbox"/> D. DEPENDENT		<input type="checkbox"/> E. OTHER (Specify)		<input type="checkbox"/> F. DIRECT HIRE <input type="checkbox"/> G. CONTRACT HIRE <input type="checkbox"/> H. STATUS	
18. THIS PERSON'S ACTIVITY/TASK AT TIME OF ACCIDENT Installing tank track				19. IF THIS PERSON'S ACTIVITY WAS NECESSARY PART OF TRAINING, GIVE TYPE <input type="checkbox"/> A. BASIC (School) <input type="checkbox"/> B. ADVANCED (School) <input type="checkbox"/> C. OJT (Unit) <input type="checkbox"/> D. PROFICIENCY (Unit) <input type="checkbox"/> E. OTHER (Specify)			
20. WAS THIS PERSON'S ACTIVITY PART OF FIELD EXERCISE? <input checked="" type="checkbox"/> A. YES <input type="checkbox"/> B. NO		21. WAS THIS PERSON'S ACTIVITY PART OF TACTICAL TRAINING? <input checked="" type="checkbox"/> A. YES <input type="checkbox"/> B. NO		22. OPERATIONAL CATEGORY (Identify operational category that best describes the overall mission at time of accident) Repair			
23. SEVERITY OF INJURY TO THIS PERSON (Check only one)							
<input type="checkbox"/> A. FATAL		<input type="checkbox"/> B. PERMANENT TOTAL DISABILITY		<input type="checkbox"/> C. PERMANENT PARTIAL DISABILITY		<input checked="" type="checkbox"/> D. LOST WORKDAY CASE - DAYS AWAY FROM WORK	
<input type="checkbox"/> E. LOST WORKDAY CASE - RESTRICTED WORK ACTIVITY		<input type="checkbox"/> F. NONFATAL CASE WITHOUT LOST WORKDAYS		<input type="checkbox"/> G. FIRST AID ONLY		<input type="checkbox"/> H. NO INJURY	
<input type="checkbox"/> I. MISSING AND PRESUMED DEAD		24. WORKDAYS LOST (estimate) 3		25. TYPE/NATURE OF INJURY/OCCUPATIONAL ILLNESS Laceration		26. BODY PART AFFECTED Finger-Left-Skin	
27. CAUSE OF INJURY/OCCUPATIONAL ILLNESS Caught between end connector and sprocket		28. TYPE/NATURE OF INJURY/OCCUPATIONAL ILLNESS		29. VEHICLE RESTRAINT SYSTEM <input type="checkbox"/> A. USED <input type="checkbox"/> B. NOT AVAILABLE <input checked="" type="checkbox"/> C. NOT APPLICABLE <input type="checkbox"/> D. AVAILABLE BUT NOT USED			
30. THIS PERSON'S ERRORS WHICH CAUSED OR CONTRIBUTED TO THE ACCIDENT (Describe each mistake and the result) SGT Jones made an improper decision to manually lift and guide the track onto the sprocket instead of using the power pulley system. As a result, his finger became caught between the end connector and the sprocket.							
SECTION B - PROPERTY AND/OR MATERIEL INVOLVED							
31. LIST ALL PROPERTY INVOLVED IN THE ACCIDENT, WHETHER DAMAGED OR NOT, IF ACCIDENT INVOLVED ARMY OPERATIONS, SHOW COST OF ANY DAMAGE							
NO.	A. NAME OF ITEM (Complete nomenclature, i.e., name, type, model)	B. OWNERSHIP	C. AMOUNT OF DAMAGE				
1	M60A1 tank	Army	none				
2							
3							
32. MATERIAL FAILURE(S)/MALFUNCTION(S) WHICH CAUSED OR CONTRIBUTED TO THE ACCIDENT (Tell what failed and how it failed)							
33. CONTROL NUMBER FOR THE SIR COVERING EACH FAILURE/MALFUNCTION (Block 3 of SF 366)							
SECTION C - ENVIRONMENTAL CONDITIONS INVOLVED							
34. ENVIRONMENTAL CONDITION(S) WHICH CAUSED OR CONTRIBUTED TO THE ACCIDENT							
SECTION D - DESCRIPTION AND CORRECTIVE ACTION							
35. FULLY DESCRIBE THE ACCIDENT (When material is listed in item 31, tell how involved personnel are related to it) SGT Jones was from the Company C maintenance section. He was sent to Training Area B to help an M60A1 tank crew replace a track. While manually lifting and guiding the track over the sprocket, SGT Jones' finger was cut when it became caught between an end connector and the sprocket.							
36. ACTION TAKEN, ANTICIPATED, OR RECOMMENDED TO CORRECT THE CAUSE(S) OF THIS ACCIDENT Recommend maintenance officer of C Company counsel SGT Jones to follow proper procedures when replacing track.							
37. SIGNATURE OF COMMAND REPRESENTATIVE <i>James M. Harrell</i> CPT, CMO, Commanding				38. COMMAND REVIEW <i>Paul H. Jones</i> SFC, <i>SA Young</i> MAJ, <i>Mark T. Carrion</i> MAJ			
SAFETY STAFF USE ONLY							
39. REPORT SUBMISSION <input type="checkbox"/> A. INITIAL <input type="checkbox"/> B. CHANGE		40. MAGNOS	41. LOCAL REPORT NUMBER	42. ACCIDENT TYPE	43. TYPE OF VEHICLE COLLISION		
44. SAFETY STAFF POINT OF CONTACT (Include printed name and phone)		45. SPECIAL REQUIREMENTS			46. DATE REPORT COMPLETED (Yr - Mo - Day)		

DA FORM 285

EDITION OF 11/80-11 IS OBSOLETE.

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