MISHAP REPORTING AND REVIEW

CAPR 62-2, dated 20 May 14, with ICL 18-01, dated 20 February 2018, is supplemented as follows:

SUMMARY OF CHANGES. This supplement has changed significantly and should be reviewed in its entirety.

3.b. In the event of a mishap, the senior member in charge shall review both CAPR 35-2, Notification Procedures in Case of Death, Injury, or Serious Illness, and CAPR62-2, Mishap Reporting Review, including any Interim Change Letters to either document, in order to determine and follow appropriate procedures.

3.c. Added. All mishaps must be reported immediately to the respective unit commander and activity director (if applicable). "Immediately" means as soon as possible after personnel needing immediate emergency treatment are cared for and mishap events have stabilized. If the mishap occurs during a group activity, the group commander is considered the unit commander. If the mishap occurs during a wing activity, the wing commander is considered the unit commander.

3.d. Added. All mishaps must be reported promptly to the wing commander, wing director of safety, region commander, and region director of safety. The subordinate unit commander will contact the wing commander and wing director of safety. The wing commander (or wing director of safety at the commander's request) will contact the region commander and region director of safety.

3.e. Added. The wing commander, or delegate, will ensure the respective CAP-USAF Region and the National Operations Center (NOC) are contacted as required by CAPR 62-2.

3.f. Added. Contact information can be found in eServices. Any mishaps above minor mishaps must be reported in person or via telephone. All other mishaps may be reported in person, via telephone or by email (SIRS notifications do not meet this requirement; this must be a separate email)

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Attachment 1
COMPLIANCE ELEMENTS

There are no compliance elements associated with this supplement.