DEPARTMENT OF THE ARMY
U.S. ARMY ABERDEEN PROVING GROUND
ABERDEEN PROVING GROUND, MARYLAND 21005-5001

REPLY TO
ATTENTION OF

AMSSB-IC

17 JUN 2004

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Accident Reporting on APG

1. References:

a. AR 385-40, Accident Reporting and Records, 1 Nov 94.

b. APGR 385-4, The APG Safety and Occupational Health Program, 1 Oct 00.

2. The current Organization and Operations Plan for garrisons within the Installation Management Agency requires that all accidents be reported to the Garrison Safety Office as well as to the US Army Safety Center. Similar requirements exist in the above references.

3. During the recently held Installation Safety and Occupational Health Advisory Council, it was revealed that many activities on APG are not reporting accidents in accordance with requirements – to both the Garrison and the Army. While this was not identified as a problem so much with civilian injuries, it has become critical with military injuries and property damage accidents. In 2002, only two lost time military injuries and one property damage accident from APG were recorded with the US Army Safety Center. In 2003, no injuries were recorded. This contradicts evidence that numerous military personnel were treated at the clinic or placed on quarters for injuries during this same timeframe.

4. Effective immediately, I am asking that each tenant ensure recordable accidents involving their military personnel and government property are immediately reported to their supporting safety office. Tenant safety offices are to provide a copy of all recordable accidents (per reference 1a) to the Installation Safety Division (AMSSB-GSH-S/Mr. Richard Albins) bldg 4304, in a timely manner. The enclosed chart can be used as a guide in determining accident reporting requirements. It also behooves each command to verify internal accident reporting requirements within their chain-of-command.

5. While it is not my intention for the Garrison to supplant the reporting responsibilities of tenant commanders and directors, I want to ensure accident reporting is properly accomplished across the Installation, and the Garrison provides the support that enables commanders to achieve mission readiness.

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6. The Garrison's POC for this action is Mr. Hayden or Mr. Richard Albins, Installation Safety Division, 4-1100 and 4-1099, respectively.

Encl

JOHN C. DOESBURG
Major General, USA
Commanding

DISTRIBUTION:
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Is it an Army Accident?

Are there injuries or property damage?

Injuries		Property Damage
Injury to active-duty Army personnel, on or off-duty?	**If the answer to any of these questions is "Yes", then it is an Army accident.**	Damage to Army property?
Injury to on-duty Army civilian personnel?		Damage to Army-owned, contractor-operated property?
Injury to USAR/NGB personnel in Title 10 USC or Title 32 USC status?		Damage to property leased, loaned, or under bailment to the Army where the Army has assumed liability?
Injury to Army military academy cadets or ROTC cadets involved in Army-directed training?		Damage to new production equipment prior to delivery where Army assumed liability?
Injury to other military components or foreign military personnel assigned to an Army organization?		Damage to non-Army property to include public and private goods with the Army responsible for the cause of the accident?
Injury to non-Army personnel, including public & private citizens with Army responsible for cause of the accident?		

Complete DA Fm 285, Army Accident Investigation Report

Exceptions

The following are NOT Army accidents: Combat losses; criminal activity; deliberate damage to Army property or components and/or damage as the result of vandalism, riot, civil disorder, or felony; damage incurred during non-official or off-duty travel; self-inflicted injuries; fair wear and tear; substance abuse; adverse reactions resulting from drug intake; expected or planned damages during authorized testing or disposal; damage incurred aboard commercial carriers; intentionally jettisoned equipment; contractor accidents not involving injury to Army personnel or damage to Army equipment; and infective or parasitic diseases.

Note

Personnel are considered on-duty when they are physically present at any location where they are performing their officially assigned work (including temporary duty), being transported by the Department of Defense or commercial conveyance for the purpose of performing officially assigned work (including reimbursable travel in privately owned vehicles for performing temporary duty), or participating in compulsory physical training activities.