



UNITED STATES MARINE CORPS
MARINE AIR GROUND TASK FORCE TRAINING COMMAND
MARINE CORPS AIR GROUND COMBAT CENTER
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TWENTYNINE PALMS, CALIFORNIA 92278-8100

CCO 5102.1C
MTD 5E

AUG 12 2020

COMBAT CENTER ORDER 5102.1C

From: Commanding General
To: Distribution List

Subj: PROCEDURES FOR RESPONDING TO A TRAINING MISHAP RESULTING IN DEATH OR
SERIOUS INJURY

Ref: (a) CCO 3500.4L
(b) SECNAVINST 5430.107A
(c) OPNAVINST 5102.1D w/Ch 1-2
(d) MCO P5102.1B w/Ch 1-2
(e) MCO 3040.4

1. Situation. Training mishaps resulting in the death or serious injury of an individual must be reported as directed by the references.
2. Cancellation. CCO 5102.1B
3. Mission. Provide guidance and procedures to respond to a Class "A" mishap resulting in the death or serious injury of a person or persons aboard the Marine Air Ground Task Force Training Command (MAGTFTC), Marine Corps Air Ground Combat Center (MCAGCC) and to coordinate the efforts of responding MAGTFTC, MCAGCC agencies.
4. Execution
 - a. Commander's Intent and Concept of Operations
 - (1) Commander's Intent. Provide guidance and procedures for MAGTFTC, MCAGCC personnel to respond to Class "A" training mishaps which result in death or serious injury.
 - (2) Concept of Operations
 - (a) Units training aboard MAGTFTC, MCAGCC who incur a mishap resulting in a death or serious injury must immediately report the mishap to the MAGTFTC Range Control (call sign: BEARMAT) in accordance with reference (a).
 - (b) BEARMAT will contact the appropriate MAGTFTC, MCAGCC agencies and facilitate a coordinated investigation of the mishap.
 - (c) Per reference (b), the Naval Criminal Investigative Service (NCIS) is the lead investigative agency for the Department of the Navy (DoN). NCIS has primary responsibility for investigating any death or serious injury aboard MAGTFTC, MCAGCC until criminal causality can be reasonably excluded.

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(d) It is the responsibility of the incident unit to contact their chain of command and make any additional contacts or reports required for Class "A" mishaps.

(e) A Class "A" mishap is defined, per reference (c), as the resulting total cost of damages to Department of Defense (DoD) or non-DoD property in an amount of \$2,500,000 or more, and/or a DoD aircraft is destroyed; or an injury or occupational illness resulting in a fatality or permanent total disability.

b. Subordinate Element Missions

(1) MAGTFTC, MCAGCC Staff Secretary or designated representative

(a) Ensure Command Duty Officers (CDO) and Command Duty Staff Noncommissioned Officers (CDSNCO) are informed of reportable cases and reporting procedures.

(b) Ensure CDOs and CDSNCOs obtain required incident information, a copy of the Serious Incident Report (SIR)/Personnel Casualty Report (PCR), and notify respective staff members after working hours.

(2) AC/S MAGTF Training Directorate

(a) Director, Range Management and Development Division

1. Ensure BEARMAT follows established medical evacuation (MEDEVAC) procedures in accordance with reference (a) and that the MEDEVAC Documentation Form CC 5102/3 located at <https://www.29palms.marines.mil/Staff-Offices/Adjutant-Office/Forms/> is completed.

2. Ensure BEARMAT informs the incident unit to leave the mishap sites as is, not to alter or disturb anything, establish a perimeter around the mishap site at least 30 yards beyond any visible debris from the incident, and designate a unit point of contact to create a time log of all persons entering the mishap perimeter until relieved by the Provost Marshal Office (PMO) or NCIS.

3. Ensure BEARMAT coordinates a rally point for Range Safety, MAGTFTC Safety Office, PMO, and NCIS to meet and proceed as a group to the incident location to initiate all required safety and other investigations.

4. Ensure Range Safety coordinates with the MAGTFTC Safety Office in the preparation of causal factors, opinions, and recommendations for the endorsement of the SIR/PCR.

5. Ensure coordination and relay of all incident information to the Government External Affairs, Communications Strategy and Operations Officer, to coordinate the Command's external and public messaging.

AUG 12 2020(3) AC/S Installation Support Division, Mission Assurance Division(a) MAGTFTC Safety Office

1. Respond to the scene for mishap information collection with Range Safety, MAGTFTC Safety Office, PMO, NCIS, and other personnel as required. Rally point will be coordinated by BEARMAT.

2. Assist incident unit with the notification and reporting requirements.

3. Appoint a Safety Authority for access to the Web-Enabled Safety System (WESS) or Risk Management Information - Streamlined Incident Reporting (RMI-SIR) in the event the unit does not have an account. (WESS is expected to be shut down in late August 2020, and the RMI-SIR will take its place on 31 August 2020.)

4. Coordinate the preparation of causal factors, opinions, and recommendations for endorsement of the SIR and PCR with Range Safety personnel.

(b) Combat Center Fire Department. Respond to and eliminate hazardous conditions, coordinate emergency transportation for injured and render the site safe prior to turning the incident over to the unit for site control.

(c) PMO

1. Respond to the scene for mishap information collection with Range Safety, MAGTFTC Safety Office, NCIS, and other personnel as required. Rally point will be coordinated by BEARMAT.

2. In the event of a death, coordinate with the appropriate agency to remove the remains from the incident location once released.

3. Provide investigative information to Range Safety, MAGTFTC Safety Office, and other MAGTFTC representatives as appropriate.

4. Return lead investigative responsibility to Range Safety and MAGTFTC Safety Office for further proceeding when criminal causality is negated.

(4) Incident Unit

(a) Generate SIR/PCR as required for personnel involved in a training related mishap.

(b) Immediately secure the scene and establish an incident perimeter at least 30 yards from any known debris. Establish an on-scene point of contact to create a log of date and time of all persons entering the perimeter until relieved by PMO or NCIS.

(c) Notify the chain of command and the Commander, Naval Safety Center (COMNAVSAFECEN) within 8 hours of the mishap by telephone or electronic means. The COMNAVSAFECEN can be reached at COMM: (757) 444-3520

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ext 7182, DSN: 564-3520 ext 7182, or electronically via the WESS or RMI-SIR at <https://wess.safetycenter.navy.mil/> or at <https://afsas.safety.af.mil>. WESS requires an appointed Safety Authority and is system password protected. RMI-SIR also requires a pre-registered Safety Authority. RMI-SIR will be available for use on 31 August 2020.

(d) Submit the initial voice report with Headquarters Marine Corps Command Center at (866) 476-2669 immediately upon finding out about the incident.

(e) Contact MAGTFTC Safety Office for assistance with reporting or WESS/RMI-SIR access assistance.

(f) Inform the Commandant of the Marine Corps, Safety Division [CMC (SD)] at (703) 614-1202 regarding Marine Corps military or civilian fatalities.

(g) Include COMNAVSAFECEN and CMC (SD), when Marines are involved, as information addressees on Operational Reports, also known as the OPREP-3, for Class "A" mishaps, PCRs, and SIRs.

(h) Due to MAGTFTC Safety Office's requirement to notify the Occupational Safety and Health Administration (OSHA) on all DoN on-duty civilian injuries or fatalities; all DoN on-duty civilian injuries or fatalities must be reported to the MAGTFTC Safety Office at (760) 830-4752 or (760) 830-5178. Have the following information ready to pass to the MAGTFTC Safety Office:

1. Command name.
2. Location of mishap.
3. Time and date of the mishap.
4. Number of fatalities and/or hospitalized employees.
5. Point of contact with rank, name, and telephone number.
6. Circumstances or brief description of the mishap.

(i) Submit both the Conventional Ordnance Deficiency Report and the Ammunition Malfunction Report for all ordnance related Class "A" explosive mishaps, per references (c) and (d).

(5) NCIS

(a) Respond to the scene for mishap information collection with Range Safety, MAGTFTC Safety Office, PMO, and other personnel as required. Rally point will be coordinated by BEARMAT.

(b) Coordinate with BEARMAT to ensure the incident scene is secure. Respond to the incident scene to assume the lead and conduct a criminal investigation.

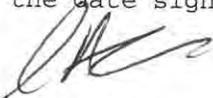
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5. Administration and Logistics. Directives issued by this Headquarters are published and distributed electronically. Electronic versions of Combat Center orders can be found at <https://www.29palms.marines.mil/Staff-Offices/Adjutant-Office/Orders/>.

6. Command and Signal

a. Command. This Order is applicable to those agencies involved in mishaps occurring aboard MAGTFTC, MCAGCC which result in a death or serious injury.

b. Signal. This Order is effective the date signed.



D. A. SUGGS
Chief of Staff

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