

ACCIDENT REPORTING

M2S2 Seminar

U.S. Army Engineering and Support Center, Huntsville

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"The views, opinions and findings contained in this report are those of the authors(s) and should not be construed as an official Department of the Army position, policy or decision, unless so designated by other official documentation."



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File Name

AGENDA

- USACE Mishap Reporting Requirements
- First Aid Case Requirements
- HNC's FY18 BOI Lessons Learned
- OE Mishaps – 3 examples
- Summary of HNC Contractor Accidents in FY18



MISHAP REPORTING REQUIREMENTS

All mishaps are reportable

- Employees are responsible for reporting all mishaps immediately to the supervisor
- Supervisors are responsible for reporting all recordable mishaps to the KO/PM within 24 hours of notification
 - Preliminary Accident Notification (PAN) Worksheet
- Indoctrination training shall discuss employee & supervisor responsibilities for reporting all mishaps
- *Contractor SSHO shall be trained and shall investigate and report contractor accidents to the COR (ER 385-1-99)*
- Contractor Accidents - ENG Form 3394, REV 2

All mishaps are investigated for lessons learned & there are **reporting timelines**



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MISHAP - DEFINITION

- A mishap is any unplanned, undesired event that occurs during the course of work being performed. The term “mishap” includes accidents, incidents and near misses.
 - Recordable
 - High Hazard
 - First Aid
 - Near Misses
- ER 385-1-99 provides examples of non-reportable mishaps & reportable vs recordable

References:

- EM 385-1-1, USACE Safety & Health Requirements Manual, 01.D
- ER 385-1-99, USACE Accident Investigation and Reporting



RECORDABLE

- Recordable - A mishap that meets the minimum criteria (ER 385-1-99) for Class A-E accidents.
 - Class A Accident. Property damage is \$2,000,000 or more; an USACE aircraft is destroyed, missing, or abandoned, or an injury and/or occupational illness results in a fatality or permanent total disability. RECORDABLE & **BOI** required..
 - Class B Accident. Property damage is \$500,000 or more, but less than \$2,000,000; an injury and/or occupational illness results in permanent partial disability, or when three or more personnel are hospitalized as inpatients as the result of a single occurrence. RECORDABLE & **BOI** required..
 - Class C Accident. Property damage is \$50,000 or more, but less than \$500,000; a nonfatal injury or occupational illness that causes one or more days away from work or training beyond the day or shift on which it occurred, or disability at any time (That does not meet the definition of Class A or B and is a lost workday case). RECORDABLE.
 - Class D Accident. Property damage is more than \$5,000, but less than \$50,000; a non-fatal injury or occupational illness resulting in restricted work, transfer to another job, medical treatment greater than first aid, needle stick injuries and cuts from sharps that are contaminated from another persons' blood or other potentially infectious material, medical removal under medical surveillance requirements of an OSHA standard, occupational hearing loss that meets OSHA recordable criteria, or a work-related tuberculosis case. RECORDABLE.

Accidents that don't meet this threshold are still reportable



PRELIMINARY ACCIDENT NOTIFICATION

WORKSHEET for PAN Government and Contractor - Fillable Form.pdf - Adobe Acrobat Pro

File Edit View Window Help TerraGo

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WORK SHEET FOR GOVT & CONTRACTOR PRELIMINARY ACCIDENT NOTIFICATION

This work sheet is a field tool to assist the collection of information about an accident and facilitate the completion of a Preliminary Accident Notification. For Member of the Public Recreation Visitor accidents use the Initial Notification of Public Recreation Accident Work Sheet

Project Name: _____ Project Office Symbol: _____ Date Worksheet Completed: _____
 Date of Accident: _____ Time of Accident: _____ Person Completing Worksheet: _____ Phone #: _____

Location and Incident Information
 Exact Location of Accident: _____
 Number of Persons Involved: _____ Number of Properties Involved: _____

Personnel Classification
 Government: Civilian ☐ Military ☐ Government Direct Contractor ☐ Foreign National ☐ Volunteer ☐
 Contractor ☐ Member of the Public ☐

Type of Accident (Mark all that are applicable)
 Injury/Illness ☐ Fatality ☐ Motor Vehicle ☐ Property Damage ☐ Fire ☐ Diving ☐

Personal Data (If more than 2 persons involved provide their personal data on a separate sheet)
Person 1 - Name: Last _____ First _____ Middle Initial _____ Age: _____ Gender: Male ☐ Female ☐
 Date of Birth: LEAVE BLANK Address: _____
 Job Series/Title: _____ Grade: _____ Duty Status: On Duty ☐ Off Duty ☐ TDY ☐ Time Began Work _____
 Unit and Station Assignment: _____ Office Symbol: _____ Date Hired: _____
 Nature of Injury: _____ Body Part(s) Affected Primary _____ Secondary _____
 Type of Injury _____ Source of Injury _____

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PAN Worksheet on HNC SO Internet

<http://www.hnc.usace.army.mil/Missions/Command-and-Staff-Offices/Safety-Office/>



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ENG Form 3394

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PERSONNEL CLASSIFICATION		INJURY/ILLNESS/FATAL		PROPERTY DAMAGE		MOTOR VEHICLE INVOLVED		DIVING	
GOVERNMENT <input type="checkbox"/> CIVILIAN <input type="checkbox"/> MILITARY		<input type="checkbox"/>		<input type="checkbox"/> FIRE INVOLVED <input type="checkbox"/> OTHER		<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/> CONTRACTOR		<input type="checkbox"/>		<input type="checkbox"/> FIRE INVOLVED <input type="checkbox"/> OTHER		<input type="checkbox"/>		<input type="checkbox"/>	
<input type="checkbox"/> PUBLIC		<input type="checkbox"/> FATAL <input type="checkbox"/> OTHER		X		<input type="checkbox"/>		X	

2. PERSONAL DATA				
a. Name (Last, First, MI)		b. AGE	c. SEX <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	d. SOCIAL SECURITY NUMBER LEAVE BLANK
f. JOB SERIES/TITLE		g. DUTY STATUS AT TIME OF ACCIDENT <input type="checkbox"/> ON DUTY <input type="checkbox"/> TDY <input type="checkbox"/> OFF DUTY		e. GRADE h. EMPLOYMENT STATUS AT TIME OF ACCIDENT <input type="checkbox"/> ARMY ACTIVE <input type="checkbox"/> ARMY RESERVE <input type="checkbox"/> VOLUNTEER <input type="checkbox"/> PERMANENT <input type="checkbox"/> FOREIGN NATIONAL <input type="checkbox"/> SEASONAL <input type="checkbox"/> TEMPORARY <input type="checkbox"/> STUDENT <input type="checkbox"/> OTHER (Specify) _____

3. GENERAL INFORMATION			
a. DATE OF ACCIDENT (month/day/year)	b. TIME OF ACCIDENT (Military time) hrs	c. EXACT LOCATION OF ACCIDENT (Include City, State, Zip Code)	
d. CONTRACTOR'S NAME (1) PRIME:		(2) SUBCONTRACTOR:	
e. CONTRACT NUMBER <input type="checkbox"/> CIVIL WORKS <input type="checkbox"/> MILITARY <input type="checkbox"/> OTHER (Specify) _____	f. TYPE OF CONTRACT <input type="checkbox"/> CONSTRUCTION <input type="checkbox"/> SERVICE <input type="checkbox"/> A/E <input type="checkbox"/> DREDGE <input type="checkbox"/> OTHER (Specify) _____		
g. HAZARDOUS/TOXIC WASTE ACTIVITY <input type="checkbox"/> SUPERFUND <input type="checkbox"/> DERP <input type="checkbox"/> IRP <input type="checkbox"/> OTHER (Specify) _____			

4. CONSTRUCTION ACTIVITIES ONLY (Fill in line and corresponding code number in box from list - see help menu)



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Investigation & Form Completion

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http://www.hnc.usace.army.mil/Portals/65/docs/Directories/Command%20and%20Staff%20Offices/Safety%20Office/AccidentInvestigationReport-ENK
USACE Intranet U.S. Army Engineering and Su... hnc.usace.army.mil

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Home Page the U.S. Che... OSHA General Industry - 2... Williams, Kellie M HNC - ... US Army Corps of Engine... USAJOBS - Search Jobs HNC Operation Staffing T... Headquarters U.S. Army C... U.S. Army Engineering an... Tabs Page Safety Tools

<p>PERSON'S PHYSICAL CONDITION: In your opinion, was the physical condition of the person a factor? <input type="checkbox"/> <input type="checkbox"/></p> <p>OPERATING PROCEDURES: Were operating procedures a factor? <input type="checkbox"/> <input type="checkbox"/></p> <p>JOB PRACTICES: Were any job safety/health practices not followed when the accident occurred? <input type="checkbox"/> <input type="checkbox"/></p> <p>HUMAN FACTORS: Did any human factors such as, size or strength of person, etc., contribute to accident? <input type="checkbox"/> <input type="checkbox"/></p> <p>ENVIRONMENTAL FACTORS: Did heat, cold, dust, sun, glare, etc., contribute to the accident? <input type="checkbox"/> <input type="checkbox"/></p>	<p>SUPPORT FACTORS: Were inappropriate tools/resources provided to properly perform the activity/task? <input type="checkbox"/> <input type="checkbox"/></p> <p>PERSONAL PROTECTIVE EQUIPMENT: Did the improper selection, use or maintenance of personal protective equipment contribute to the accident? <input type="checkbox"/> <input type="checkbox"/></p> <p>DRUGS/ALCOHOL: In your opinion, was drugs or alcohol a factor to the accident? <input type="checkbox"/> <input type="checkbox"/></p> <p>b. WAS A WRITTEN JOB/ACTIVITY HAZARD ANALYSIS COMPLETED FOR TASK BEING PERFORMED AT TIME OF ACCIDENT?</p> <p><input type="checkbox"/> YES (If yes, attach a copy.) <input type="checkbox"/> NO</p>						
<p>12. TRAINING</p> <table border="1"><tr><td>a. WAS PERSON TRAINED TO PERFORM ACTIVITY/TASK?</td><td>b. TYPE OF TRAINING.</td><td>c. DATE OF MOST RECENT FORMAL TRAINING.</td></tr><tr><td><input type="checkbox"/> YES <input type="checkbox"/> NO</td><td><input type="checkbox"/> CLASSROOM <input type="checkbox"/> ON JOB</td><td>(Month) (Day) (Year)</td></tr></table>		a. WAS PERSON TRAINED TO PERFORM ACTIVITY/TASK?	b. TYPE OF TRAINING.	c. DATE OF MOST RECENT FORMAL TRAINING.	<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> CLASSROOM <input type="checkbox"/> ON JOB	(Month) (Day) (Year)
a. WAS PERSON TRAINED TO PERFORM ACTIVITY/TASK?	b. TYPE OF TRAINING.	c. DATE OF MOST RECENT FORMAL TRAINING.					
<input type="checkbox"/> YES <input type="checkbox"/> NO	<input type="checkbox"/> CLASSROOM <input type="checkbox"/> ON JOB	(Month) (Day) (Year)					
<p>13. FULLY EXPLAIN WHAT ALLOWED OR CAUSED THE ACCIDENT; INCLUDE DIRECT AND INDIRECT CAUSES (See instruction for definition of direct and indirect causes.) (Use additional paper, if necessary)</p> <p>a. DIRECT CAUSE</p> <p>b. INDIRECT CAUSE(S)</p>							
<p>14. ACTION(S) TAKEN, ANTICIPATED OR RECOMMENDED TO ELIMINATE CAUSE(S).</p> <p>DESCRIBE FULLY:</p>							
<p>15. DATES FOR ACTIONS IDENTIFIED IN BLOCK 14</p>							

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PII AND PHI

Personally identifiable information (PII) is information which can be used to distinguish or trace an individual's identity, such as their name, **social security number, biometric records**, etc. alone, or when combined with other personal or identifying information which is linked or linkable to a specific individual, such as **date and place of birth, mother's maiden name, etc.**

Protected health information (PHI) is any information about health status, provision of health care, or payment for health care that is created or collected by a "Covered Entity" (or a Business Associate of a Covered Entity), and can be linked to a specific individual. This is interpreted rather broadly and includes any part of a patient's medical record or payment history.

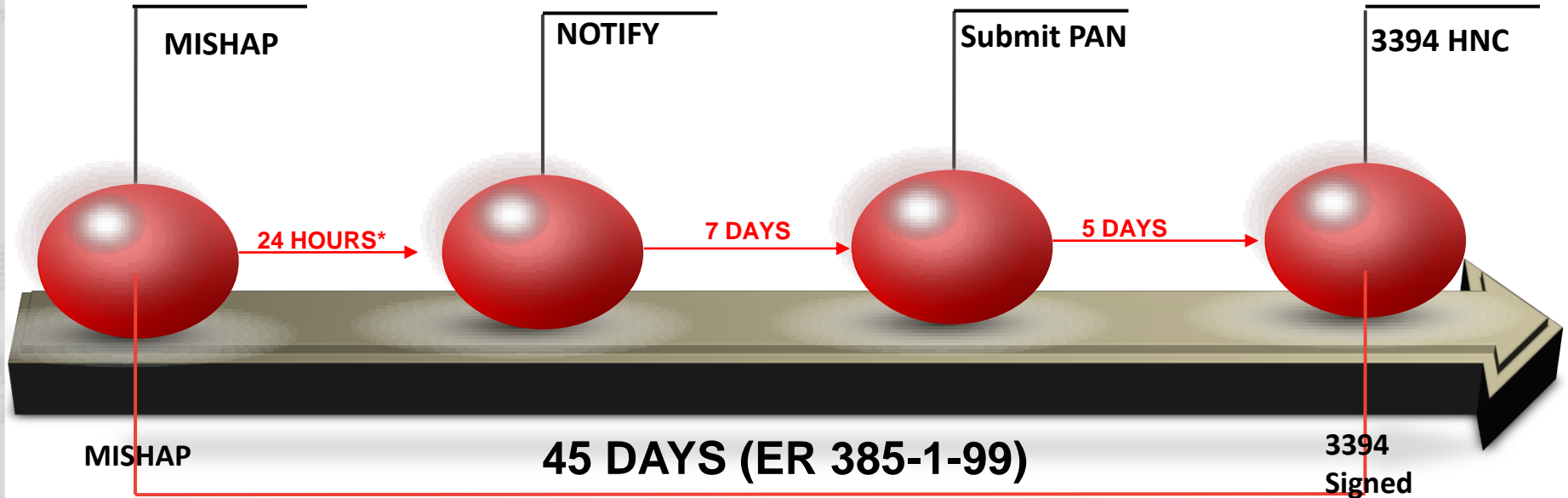
LHE Physical requirements

I _____ (MD or DO only), gave _____ a physical exam per the EM 385-1-1 2014 section 16.B.05, and he/she meets all the requirements.

Signed _____ (MD or DO)

REPORT NO.		EROC CODE		UNITED STATES ARMY CORPS OF ENGINEERS ACCIDENT INVESTIGATION REPORT (For Use of this Form See Help Menu and USACE Suppl to AR 385-40)				REQUIREMENT CONTROL SYMBOL: CEEC-S-8(R2)	
1. ACCIDENT CLASSIFICATION									
PERSONNEL CLASSIFICATION		INJURY/ILLNESS/FATAL		PROPERTY DAMAGE		MOTOR VEHICLE INVOLVED		DIVING	
<input type="checkbox"/> CIVILIAN <input type="checkbox"/> MILITARY <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> PUBLIC		<input type="checkbox"/> <input type="checkbox"/> FATAL <input type="checkbox"/> OTHER		<input type="checkbox"/> FIRE INVOLVED <input type="checkbox"/> OTHER <input type="checkbox"/> FIRE INVOLVED <input type="checkbox"/> OTHER		<input type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> <input type="checkbox"/>	
2. PERSONAL DATA									
a. Name (Last, First, MI)			b. AGE	c. SEX <input type="checkbox"/> MALE <input type="checkbox"/> FEMALE	d. SOCIAL SECURITY NUMBER LEAVE BLANK			e. GRADE	
f. JOB SERIES/TITLE		g. DUTY STATUS AT TIME OF ACCIDENT <input type="checkbox"/> ON DUTY <input type="checkbox"/> TDY <input type="checkbox"/> OFF DUTY			h. EMPLOYMENT STATUS AT TIME OF ACCIDENT <input type="checkbox"/> ARMY ACTIVE <input type="checkbox"/> ARMY RESERVE <input type="checkbox"/> VOLUNTEER <input type="checkbox"/> PERMANENT <input type="checkbox"/> FOREIGN NATIONAL <input type="checkbox"/> SEASONAL <input type="checkbox"/> TEMPORARY <input type="checkbox"/> STUDENT <input type="checkbox"/> OTHER (Specify) _____				
3. GENERAL INFORMATION									
a. DATE OF ACCIDENT (month/day/year)		b. TIME OF ACCIDENT (Military time) hrs		c. EXACT LOCATION OF ACCIDENT (Include City, State, Zip Code)				d. CONTRACTOR'S NAME (1) PRIME:	
e. CONTRACT NUMBER		f. TYPE OF CONTRACT <input type="checkbox"/> CONSTRUCTION <input type="checkbox"/> SERVICE			g. HAZARDOUS/TOXIC WASTE ACTIVITY				

TIMELINE



*Immediate for
high hazard or
Class A or B

Line on 3394	Signature
15	Contractor
16	Division Chief
17	Director
18	Chief of SOH
19	Commander

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CLASS A OR B ACCIDENT

- Any accident that has, or appears to have, any of the consequences listed below shall be immediately reported to the KO o PM.
 - ✓ Fatal injury/illness;
 - ✓ Permanent totally disabling injury/illness;
 - ✓ Permanent partial disabling injury/illness;
 - ✓ Three (3) or more persons hospitalized as inpatients as a result of a single occurrence;
 - ✓ \$500,000 or greater accidental property damage;
 - ✓ Three (3) or more individuals become ill or have a medical condition which is suspected to be related to a site condition or a hazardous or toxic agent on the site;
 - ✓ USACE aircraft missing or destroyed



CLASS A OR B ACCIDENT

- Except for rescue and emergency measures, the mishap scene shall not be disturbed
- Personnel who are first at the scene shall preserve it and secure the site
- HNC is required to convene a Board of Investigation (BOI) to conduct an investigation of all Class A or B accidents
- Scene shall not be disturbed until it is released by investigating official

Contractors are responsible for notifying OSHA in accordance with 29 CFR 1904.39 within 8-hours when their employee(s) is fatally injured or 1 or more persons are hospitalized as inpatients as a result of a single occurrence.



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NOTIFICATION & REPORTING REQUIREMENTS

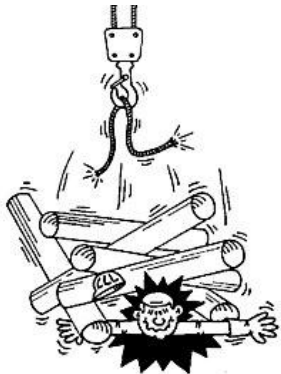
Accident Class	Immediate Notification	PAN	BOI Appointment within 12 hrs	BOI Abstract to HQ within 45 days	3394 routed & signed
A	Y	NLT 8 hrs after accident	Y	Y	45 days*
B	Y	NLT 8 hrs after accident	Y	Y	45 days*
C	N	NLT 7 days after accident	N	N	45 days*
D	N	NLT 7 days after accident	N	N	45 days*

*HNC WI more stringent timeline



HIGH HAZARD ACTIVITIES

- Any mishap occurring in any of the following high hazard area shall be ***immediately*** reported to the HNC KO/PM. These mishaps shall be ***investigated in depth*** to identify all causes and to recommend hazard controls measures.
 - Electrical to include Arc Flash, electrical shock, etc.
 - Uncontrolled Release of Hazardous Energy (electrical or non- electrical)
 - Load Handling Equipment or Rigging
 - Fall from height (any level other than same surface) and
 - Underwater Diving



HNC SO must notify USACE, HQ

-Verbal within 24 hrs

-Written report of investigation findings in 10 days



REPORTING NEAR MISSES

- All mishaps occurring incidentally to an operation, project, or facility for which this manual is applicable shall be reported IAW EM 385-1-1 and ER 385-1-99
- HNC Near Miss Form – CEHNC SO internet site
- For every near-miss that is reported, dozens of other near-misses go unnoticed. Overlooking a near-miss in the workplace is, at best, a tempt of fate. At worst, overlooked near-misses could play out into property damage, injury, or even death.

*Don't Miss the
Near Miss*



Near-misses are not “isolated incidents,” they’re wake-up calls telling you that something is wrong with your safety program or plan.



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FIRST AID CASES

- Records of all first aid treatments shall be maintained and submitted to the GDA upon request. At minimum include:
 - Employees name & job title
 - Date of mishap
 - Causes & corrective actions taken

Data shall be reviewed and analyzed by the SSHO and/or HNC SO for corrective action as appropriate.



MISHAPS LESSONS LEARNED

The purpose of investigating a mishap to learn from the accident, to share information in hopes that it will not happen again, and to trend accidents for regulation updates.

Lessons Learned found on the HNC Safety Office internet site at <http://www.hnc.usace.army.mil/Missions/Command-and-Staff-Offices/Safety-Office/>

“Mishap Lessons Learned”

“It is better to learn from the mistakes of others than for others to learn from your mistakes.”



Missions/Command-and-Staff-Offices/Safety-Office/

U.S. Army Engineering and ...

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Safety Regulations

Safety and Health Requirements Manual

Governmental Safety Requirements UFGS Section 01-35-26

ER 385-1-99 USACE Accident Investigation and Reportin

The Army Safety Program: Army Regulation 385-10

Army Accidents Investigation and Reporting: DA PAM 385-40

CFR Part 1904 Reporting Occupational Injuries & Illness

Mishap Lessons Learned

Crane Near Miss

Inproper PPE

Utility strike

Slip and fall on stairs

Electrical fall incident

Thumb laceration

Mounting plate weld failure

Exposed wire near miss

Knee injury at job site

Electrical Shock Near Miss

Arc Flash Accident

Lockout/Tag out

Underground Conduit/Excavator Incident

Electrical Shock Incident

Accident Reporting

Site Visit Abbreviated Accident Prevention Plan

Accident Investigation Report, ENG Form 3394

Near Miss Report HNC Form 1

Instruction for ENG Form 3394

Worksheet for PAN Government Contractor

Activity Hazards Analysis

Classes of Accidents-Property Damage Threshold Cost Change

Telephonic Worksheet for Class A and B Accidents

USACE PRIME Contractor Monthly Record of Work Related Injuries and Exposure Hours

Summary Guide for Completing USACE Contractor Monthly Summary Record

Lessons Learned

3394

PAN

Near Miss Report

<http://www.hnc.usace.army.mil/Missions/Command-and-Staff-Offices/Safety-Office/>



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Discussion of HNC FY18 BOI's



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LESSONS LEARNED

- Fatality:
 - Sub-Contractor employee electrocuted with 120V
 - ✓ Working on energized system troubleshooting
 - ✓ Not all required PPE was used
 - ✓ Safety documentation not being utilized/reviewed onsite



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LESSONS LEARNED

- Fatality:
 - Sub-Contractor –detonation of 40mm projected grenade
 - ✓ Assisting clearance party with excavation of anomalies on firing range
 - ✓ Conducted prodding & excavation for 5.5 hours
 - ✓ Use of prodder resulted in explosion & death of employee
 - ✓ Direct cause - of human error, not following procedures
 - ✓ Indirect cause – complacency & exertion due to physically demanding tasks
 - ✓ Recommended longer breaks, increased personnel change-outs & improved training



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LESSONS LEARNED

- Potential exposure
 - Three individuals became ill while excavating soil at a low probability CWM site & were transported to the hospital
 - ✓ Symptoms included headache, dizziness, nausea & vomiting
 - ✓ Inadequate PPE (no respiratory or dermal protection)
 - ✓ Workers encountered odors that they determined to be benign & continued to work without addressing odors
 - ✓ AHA didn't discuss what to do if they encountered odors



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Discussion of Recent Mishaps



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RECENT MISHAP

MISHAP 1: STINGING

- CTR UXO Tech conducting a surface sweep
- Made contact with yellow jacket nest
- Stung 26 times (non-allergic)
- Initially stable condition, but condition worsened
- EMS arrived and began transport within 40 minutes of initial report
- Within 1 hour – stable after receipt of epinephrine and steroid injections
- Within 4 hours – released from hospital



MISHAP 1 -- OUTCOMES

- Completed internal forms and Form 3394
- Maintain 'existing' controls:
 - Carrying wasp spray at all times
 - Marking known locations of nests
- Recommendations:
 - Update AHA

	JOB STEPS	HAZARDS	ACTIONS TO ELIMINATE OR MINIMIZE HAZARDS	RAC
X	Establishment of grids. Identification of anomalies Surface clearance	Slips, trips, and falls; lacerations from sharp objects; pinched or crushed fingers, feet, and toes; eye injury from flying projectiles or impacts with tree limbs, head injury from impacts; sunburn.	Basic PPE will consist of a hardhat (around mechanical equipment), safety glasses with side shields or comparable side protection, sturdy boots, Steel-toe work boots or boots offering comparable protection to the toes will be required when employees are exposed to the danger of crushing injuries to the foot, leather work gloves; and a basic work outfit offering some protection against abrasion and sunlight. The UXOSO will require good housekeeping practices.	M
X	Sub-surface clearance Back-filling of excavations	Musculo-skeletal injury from heavy lifting or strenuous exertions.	The UXOSO will require proper lifting techniques and enforce a 40 pound limit on any unassisted lift. The UXOSO will remind employees frequently that magnetometer use can cause repetitive trauma, and require frequent breaks.	M
X		Heat stress / cold stress	The UXOSO will monitor conditions and implement controls in ZAPATA Procedures HS-M-12 and HS-M-13, as appropriate. (The UXOSO will keep a copy of HS-M-12 and HS-M-13 on the site.)	M
X		Biological hazards (including poisonous plants and animals)	The UXOSO will require avoidance of wild animals and – to the extent feasible – avoidance of poisonous plants, insects, spiders, etc.. He will maintain a supply of insect repellant and encourage its use.	M
X		Electrical shock	The UXOSO will ensure that overhead utility lines are not present in the work area, and that diligent efforts have been made to locate and mark underground utility lines and pipes.	M

RECENT MISHAP

MISHAP 2: MV REAR-ENDS UTV

- Vehicles in 'escort' formation returning to office at the end of the day with UTV in the lead
- Turning into parking lot, UTV stops to allow employee to drive out as courtesy
- Escorting MV rear-ends UTV
- Damage to both MV and UTV with laceration to the head of UTV operator.



RECENT MISHAP

MISHAP 2 -- CONTRIBUTING FACTORS

- Sun glare
- Policy dropping off personal articles in outer lot
- Newly added driveway terminates in the entrance/exit to parking lot
- Escorting policy added as a safety control working against them in this case



RECENT MISHAP

MISHAP 2 -- OUTCOMES

- UTV operator treated with 1st aid measures
- Damage to UTV repaired in house
- Damage to truck:
 - Replacement of radiator and other mechanical parts
 - Patching repairs to bumper and grill
- Risk reduction measures by CTR:
 - Employees can no longer drop off equipment at personal vehicles
 - 'Safety standown' to retrain
- Reporting issue: logged in daily report but no direct notification to CEHNC



OBSERVATIONS / RECOMMENDATIONS

- Informal UTV operator training – no qualification process
- UTV windshields observed to be dirty
- All damage not completely reported
- AR 385-10:

Commanders will establish “operational work areas” to limit the travel of non-tactical specialty vehicles that are routinely used in garrison areas on Army installations. *An operational work area is that area in which a specialty vehicle can travel that is not on a public or installation roadway.*

- Update AHA

	JOB STEPS	HAZARDS	ACTIONS TO ELIMINATE OR MINIMIZE HAZARDS	RAC
X	Activity Hazard Analysis for Surface and Sub-surface Clearance of Munitions. Page 2 of 4.	Inclement weather	The UXOSO will remain aware of weather forecasts and plan for inclement weather during project work. If inclement weather appears imminent, the safety officer will direct site workers to halt work and to take refuge in vehicles or nearby buildings.	M
X		Noise	The UXOSO will require the use of earplugs whenever employees work around noisy operations.	M
X		Vehicle accidents	The UXOSO will confirm that only drivers qualified under the ZAPATA fleet safety program are permitted to drive vehicles. The UXOSO will enforce appropriate vehicle safety rules, including a reasonable speed limit, if one is not imposed by site authorities.	M

RECENT MISHAP

MISHAP 3: LOSS OF CONSCIOUSNESS RESULTING IN PHYSICAL INJURY

- UXOQC/SO in discussion with 2 co-workers suddenly loses consciousness and strikes head on picnic table
- Takes laceration to the face
- Response: received First Aid onsite then hospitalized for 2 days with 4 lost work days
- Reason for loss of consciousness determined to be due to health condition



RECENT MISHAP

MISHAP 3 -- OUTCOME

- The mishap was reportable but not recordable because the pre-existing condition was the proximate cause of the injury

Chapter 3; 3-4(2); Pages 3-4 and 3-5 'The injury or illness involves signs or symptoms that surface at work but result solely from a non-work-related event or exposure that occurs outside the work environment and not aggravated by the work environment'

- The employee has not attempted to obtain a fitness-for-duty exam to resume employment



SUMMARY OF COMMON ISSUES

- Timeliness in reporting. *MEET THE SUSPENSE*
- No accident investigation/incomplete investigation
- Training of SSHO, supervisor & employee
- Failure to determine &/or address root cause(s)
- Appropriate signatures in Form 3394, Blocks 15-17

Reminders:

- Be familiar with ER 385-1-99 & EM 385-1-1 reporting & requirements
- USACE mishaps reporting does not relieve the CTR from Regulatory reporting procedures
- Do NOT include PII/PHI
- These ultimately may be reviewed by the CEHNC Commander or HQ USACE

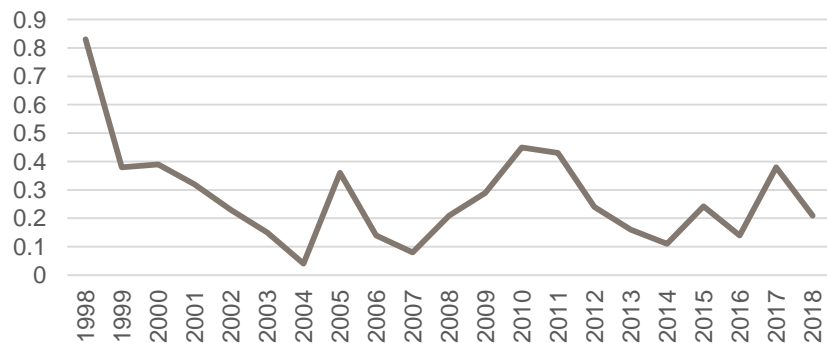


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HNC CONTRACTOR MISHAPS

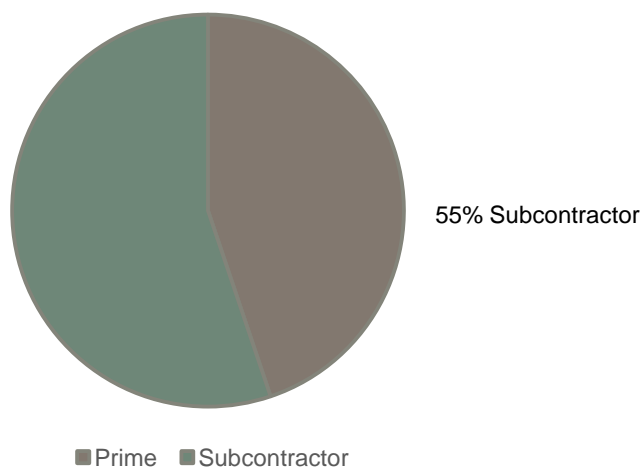
HNC Contractor DART
1998 - 2018



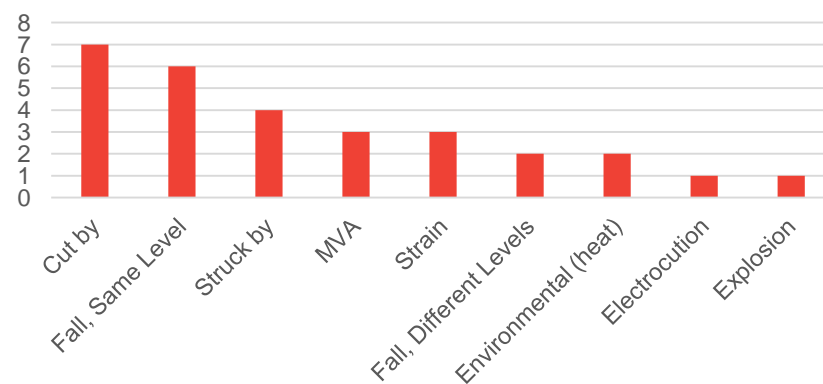
FY 18



Prime vs Sub



FY 18 Type Injury



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SUMMARY

Lagging Indicators

- Mishap Reporting – Thorough, Timely & Complete Investigation.
Lessons Learned
- Increase in subcontractor accidents
 - Prime is responsible for subcontractor safety
 - Ensure safety culture & oversight extends to the subs
 - HNC is integrating safety criteria for contractor selection into contracts
 - Emphasizing sub contractor oversight during site inspections

Leading Indicators

- Near Miss Reporting
 - Reporting, trending & learn to reduce mishaps EM 385-1-1 requires reporting
 - HNC is tracking & trending data

“Integrity is doing the right thing, even when no one is watching” – C.S. Lewis

