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MSGID/GENADMIN/COMNAVSAFECEN/20/APR//
SUBJ/COVID-19 MISHAP REPORTING GUIDANCE//
REF/A/MSGID:OPNAVINST 5102.1/-/-//
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REF/D/DESC:NAVNORTH PHASE III EXORD/CUSFF/221700ZMAR2020//
REF/E/DESC:WEBSITE/WWW.OSHA.GOV//

NARR/REF A IS NAVY AND MARINE CORPS MISHAP AND SAFETY INVESTIGATION, REPORTING, AND RECORD KEEPING MANUAL. REF B IS OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (OSHA) INJURY AND ILLNESS RECORDKEEPING REQUIREMENTS. REF C IS NAVY MITIGATION MEASURES IN RESPONSE TO CORONAVIRUS OUTBREAK. REF D IS NAVNORTH PHASE III EXECUTE ORDER (EXORD) IN RESPONSE TO NOVEL CORONAVIRUS DISEASE 2019. REF E IS DEPARTMENT OF LABOR GUIDANCE ON REPORTING OF WORKPLACE EXPOSURES TO COVID-19.//

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GENTEXT/REMARKS/

1. THIS ALSAFE PROVIDES GUIDANCE FOR REPORTING CONFIRMED CASES OF COVID-19 ILLNESS RESULTING IN EXPOSURE OF ON DUTY MILITARY AND CIVILIAN PERSONNEL FROM AN EMPLOYEE'S JOB DUTIES. CONFIRMED CASES WILL BE REPORTED INTO THE WEB ENABLED SAFETY SYSTEM (WESS). PER REF A, DEATH, ANY WORK-RELATED ILLNESS OR INJURY THAT INVOLVES MEDICAL TREATMENT BEYOND FIRST AID, AND/OR DAYS AWAY FROM WORK, LIGHT DUTY OR LIMITED DUTY FOR ON/OFF-DUTY MILITARY PERSONNEL, OR DAYS OF JOB TRANSFER OR RESTRICTED WORK FOR ON-DUTY CIVILIANS IS A REPORTABLE MISHAP.
2. THE DEPARTMENT OF NAVY (DON) IS FOLLOWING THE CURRENT OSHA RECORD KEEPING REQUIREMENTS FOR CONFIRMED WORK RELATED CASES OF COVID-19 INFECTION BY RECORDING THEM INTO THE WESS MISHAP REPORTING SYSTEM. COVID-19 CASES ARE RECORDABLE IF THE EMPLOYEE IS INFECTED AS A RESULT OF PERFORMING THEIR WORK DUTIES AND IF EACH OF THE FOLLOWING CONDITIONS ARE MET:
 - A. THE CASE IS A CONFIRMED CASE OF COVID-19
 - B. THE CASE IS WORK-RELATED, AS DEFINED BY PARA 3004 OF REF A OR 29 CFR 1904.5; AND

C. THE CASE INVOLVES ONE OR MORE OF THE GENERAL RECORDING CRITERIA ESTABLISHED IN PARA 3004 OF REF A OR 29 CFR 1904.7 (E.G., MEDICAL TREATMENT BEYOND FIRST-AID, DAYS AWAY FROM WORK) SEE REF E FOR ADDITIONAL INFORMATION.

3. AS WITH ALL MISHAPS, A SAFETY INVESTIGATION IS REQUIRED. FOR PURPOSES OF COVID-19, THE KEY OUTCOME OF THE INVESTIGATION IS TO DETERMINE THE WORK RELATEDNESS AND GATHER ENOUGH INFORMATION TO REPORT. THE SAFETY PROFESSIONALS ROLE IN THE MISHAP INVESTIGATION IS TO COORDINATE WITH THE PUBLIC HEALTH AUTHORITY TO MAINTAIN AWARENESS OF THE WORKPLACE RELATED NUMBER OF POSITIVE COVID-19 CASES. THIS INFORMATION SHOULD SERVE AS THE BASIS FOR RECORDING AND/OR REPORTING PURPOSES. DON EXAMPLES OF POTENTIAL WORK RELATED COVID-19 ILLNESSES INCLUDE:

A. HEALTH CARE PROFESSIONAL PROVIDING MEDICAL CARE TO INFECTED PATIENTS.

B. SHIP WHILE UNDERWAY HAS A NON-SYMPTOMATIC INDIVIDUAL BOARD THE SHIP AND A BREAK OUT LATER OCCURS UNDERWAY WHERE OTHER PERSONNEL ARE INFECTED.

C. MILITARY FLIGHT CREW IN SECURE LOCATION TRANSPORTING INFECTED PASSENGERS.

D. SECURITY PERSONNEL INTERACTING WITH INFECTED PERSONNEL.

E. PARTICIPATION OR SUPERVISION OF RECRUIT TRAINING WITH PERSONNEL THAT ARE INFECTED.

4. IF THE CONFIRMED COVID-19 CASE MEETS THE CRITERIA IN PARAGRAPH TWO AND THREE, THE WESS USER WILL ENTER THE REPORT UNDER THE GENERAL RECORDING CRITERIA (FATALITY, HOSPITALIZATION, MEDICAL TREATMENT BEYOND FIRST-AID, DAYS AWAY FROM, ETC.) AND FOLLOW THE PATH OF: INJURED BODY PARTS, INFECTIOUS AND PARASITIC DISEASES, VIRAL DISEASES, COVID-19/CORONAVIRUS/SARS-COV-2. IT IS RECOMMENDED TO INCLUDE IN THE NARRATIVE WHY OR HOW THE ILLNESS IS WORK RELATED AND ANY KEY INFORMATION GLEANED FROM THE INVESTIGATION.

5. COVID-19 MISHAP REPORTING DESCRIBED IN THIS ALSAFE DOES NOT RELIEVE UNITS OF THE REPORTING REQUIREMENTS PROMULGATED IN REFS C AND D.//

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