

Aviation Mishap Classification and Reporting Requirements

Class A Mishap	
Property Damage \$2,500,000 or greater	Injury or Illness Fatality, Injury or occupational related illness causing Permanent Total Disability (PTD)
Timeline	Action
Within 30 Minutes	File a voice report to the Marine Corps Operations Center (MCOC), 1-866-HQMC-NOW / 1-866-476-2669
Within 1 Hour	Call the Naval Safety Center (NSC), 757-444-2929 or DSN 564-2929
Within 4 Hours (12 Hours if in a combat zone)	Submit a WESS Initial Notification (IN) via WAMHRS. As more information becomes available, submit a Mishap Data Report (MDR) via WAMHRS, email the IN Worksheet to SAFE-CODE11@navy.mil , or call the NSC. An IN is also required in instances of Direct Enemy Action (DEA).
Within 6 Hours	Forward a Serious Incident Report (SIR) as a Naval message to HQMC via the Automatic Message Handling System (AMHS).
Within 30 Days	Complete the Safety Investigation Report (SIR), or an extension must be granted by the controlling custodian. Safety investigations are not required for DEA events.
Complete endorsements within 15 business days. The controlling custodian is granted 30 days to complete endorsements.	

Class B Mishap	
Property Damage \$600,000 to \$2,499,999	Injury or Illness Hospitalization of 3 or more personnel in the same mishap, injury or occupational related illness causing Permanent Partial Disability (PPD)
Timeline	Action
Within 30 Minutes	File a voice report to the Marine Corps Operations Center (MCOC), 1-866-HQMC-NOW / 1-866-476-2669
Within 4 Hours (7 days if in a combat zone)	Submit a WESS Initial Notification (IN) via WAMHRS. As more information becomes available, submit a Mishap Data Report (MDR) via WAMHRS, email the IN Worksheet to SAFE-CODE11@navy.mil , or call the NSC. An IN is also required in instances of Direct Enemy Action (DEA).
Within 6 Hours	Forward a Serious Incident Report (SIR) as a Naval message to HQMC via the Automatic Message Handling System (AMHS).
Within 30 Days	Complete the Safety Investigation Report (SIR), or an extension must be granted by the controlling custodian. Safety investigations are not required for DEA events.
Complete endorsements within 15 business days. The controlling custodian is granted 30 days to complete endorsements.	

Class C Mishap

Property Damage \$60,000 to \$599,999	Injury or Illness Individual Injury causing a minimum of one (1) lost workday (including weekends), or occupational related illness or injury causing a minimum of (1) lost workday (including weekends) Lost workdays include: <ul style="list-style-type: none"> • SIQ for 24 hours or more • Hospitalization beyond the day of mishap • Mishap related convalescent leave
Timeline	Action
Within 30 minutes	File a voice report to the Marine Corps Operations Center (MCOC), 1-866-HQMC-NOW / 1-866-476-2669
Within 6 Hours	Forward a Serious Incident Report (SIR) as a Naval message to HQMC via the Automatic Message Handling System (AMHS).
Within 24 hours (7 days if in a combat zone)	Submit a WESS Initial Notification (IN) via WAMHRS. As more information becomes available, submit a Mishap Data Report (MDR) via WAMHRS, email the IN Worksheet to SAFE-CODE11@navy.mil , or call the NSC. An IN is also required in instances of Direct Enemy Action (DEA).
Within 30 Days	Complete the Safety Investigation Report (SIR), or an extension must be granted by the controlling custodian. Safety investigations are not required for DEA events.
Complete endorsements within 15 business days. The controlling custodian is granted 30 days to complete endorsements.	

Class D Mishap

Property Damage \$25,000 to \$59,999	Injury or Illness Greater than first aid up to, but not including, one day away from work
Timeline	Action
Optional	Submit a WESS Initial Notification (IN) via WAMHRS. As more information becomes available, submit a Mishap Data Report (MDR) via WAMHRS, email the IN Worksheet to SAFE-CODE11@navy.mil , or call the NSC. An IN is also required in instances of Direct Enemy Action (DEA).
Within 30 Days	Complete the Safety Investigation Report (SIR), or an extension must be granted by the controlling custodian. Safety investigations are not required for DEA events.
Complete endorsements within 15 business days. The controlling custodian is granted 30 days to complete endorsements.	