

Marine Corps Hazard Report (HAZREP) requirements

The following hazards are required to be reported as a “HAZREP” to the Naval Safety Center and CMC (Safety Division)

A hazard is an unsafe act or condition, such as a flaw in established work procedures; training deficiency, or the design, manufacture, or use of a piece of equipment with the potential to cause injury or damage. A hazard report (HAZREP) is intended to be submitted when the elimination and control of a given hazard has community-wide implication in reducing mishaps. Providing information on problems with widespread relevance will help reduce mishaps. Commanders, commanding officers, and officers-in-charge should ensure investigation and submission of a HAZREP on hazardous conditions or near-mishaps that may affect other commands but do not warrant submission of a safety investigation report (SIREP) in the WESS.

NOTE: The HAZREP does not replace a SIREP in the WESS for reportable mishaps.

IAW Chapter 4 of OPNAVINST 5102.1B/MCO P5102.1D, HAZREPS are required for the following:

- A hazard or near-mishap and the recommended remedial or corrective action taken to eliminate the hazard.
- A previously unrecognized hazard so that another agency may determine appropriate corrective action to eliminate the hazard.
- A significant, unexpected, or unusual occupational overexposure, as the result of industrial hygiene assessments of industrial processes or operations, to bring that potential exposure to the attention of medical and safety authorities and others.
- Electrical shock incidents where the mishap did not result in any medical treatment or injury/fatality and where it was determined that the shock was caused by equipment design.
- Afloat man overboard mishaps while underway where the mishap did not result in a recordable/reportable injury/fatality.
- Any other unusual hazard discovered during maintenance, repair, inspections, or evolutions where notifying other activities may prevent future mishaps.
- If Safety Investigation Board (SIB) discovers a hazard unrelated to the mishap that warrants immediate widespread dissemination, the unit will prepare and submit the HAZREP.
- If a Safety Investigation Board (SIB) discovers a hazard that warrants immediate widespread dissemination, the senior member will prepare and submit a HAZREP.

IAW MCO 5100.34A, 19 Jun 2017, USMC units shall notify CMC(SD) and MARCORSYSCOM for all tactical equipment, and weapons systems related hazards.

All Commanders, Commanding Officers, and Officers-In-Charge shall:

- Report all potential hazards associated with the operation of Marine Corps ground equipment and weapons systems. Individuals may report potential hazards to MARCORSYSCOM Safety at **MCSC_Safety@usmc.mil** and/or to Commandant of the Marine Corps Safety Division (CMC SD) at **hqmc_safety_divison@usmc.mil**. MARCORSYSCOM and affiliated PEOs shall issue DSOU, SOUM, and/or MAM to: suspend operations, provide instructions for limited use, or communicate safety related information.
- Take necessary actions in accordance with DSOU, SOUM, and/or MAM. During combat operations, General Officer level commanders and forward deployed Marine Expeditionary Unit (MEU) commanders may continue operation of suspended equipment after a documented Risk Management assessment, per reference (d), determines that continued use is a necessary and accepted risk.
- Adhere to the directions and action(s) contained in DSOU, SOUM, and/or MAM.
- Identify and report situations that negatively affect safety of operation via the Automated Message Handling System to: COMMARCORSYSCOM OOT QUANTICO VA; PEO LS QUANTICO VA SAFETY; CMC SD WASHINGTON DC; CMC WASHINGTON DC PPO; CMC WASHINGTON DC I&L; and COMNAVSAFECEN NORFOLK VA.

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The following are "Other" Safety Reportable Events IAW DoD, DON or USMC policies (Active Duty, On-Duty Federal Civilian Employee, or on-duty contractor under direct supervision of DON personnel)							
Category	Immediate Notification	USMC 8-Day Brief to ACMC	USMC Death Brief to 1 st GO	HAZREP in WESS	HAZREP to Marine Corps Systems Command	Unit Safety Investigation & SIREP in WESS	SIB
A loss of consciousness related to work or training with no light duty or lost time. (e.g. water survival training, confined space, PT, inhaling fumes, etc.)	n/a	n/a	n/a	If meets criteria of note 3	See Ref C	YES See ref B	If meets criteria of notes 1 or 2
All GMV or GVO mishaps resulting in \$5000 or more damage to the GMV/GVO & government property damage; includes damage to any private vehicle or private property.	n/a	n/a	n/a	If meets criteria of note 3	See Ref C	YES See ref B	n/a
All on-duty diving cases involving the Central Nervous System (CNS), oxygen toxicity, Pulmonary Over Inflation Syndrome (POIS), or hyperbaric treatment.	If meets criteria of Note 5	If meets criteria of ref A	If meets criteria of ref A	If meets criteria of note 3	See Ref C	YES See ref B	If meets criteria of note 1
Any high or moderate risk training mishaps that result in the loss of one training day, rolling back or disenrollment of the student from a course. (regardless if it meets severity)	If meets criteria of Note 5	If meets criteria of ref A	If meets criteria of ref A	If meets criteria of note 3	See Ref C	YES See ref B	If meets criteria of notes 1 or 2
Any on-duty military heat stress or cold injury requiring medical treatment above first aid.	If meets criteria of Note 5	If meets criteria of ref A	If meets criteria of ref A	If meets criteria of note 3	See Ref C	YES See ref B	If meets criteria of notes 1 or 2
Individual Injury or occupational related illness with NO lost work time.	n/a	n/a	n/a	If meets criteria of note 3	See Ref C	If class D (see ref B)	If meets criteria of note 2
Any parachuting, HRST, or cargo airdrop mishap (regardless of severity of injury or damage)	If meets criteria of Note 5	If meets criteria of ref A	If meets criteria of ref A	If meets criteria of note 3	See Ref C	YES See ref B	If meets criteria of notes 1 or 2
Any malfunction of any Navy-Marine Corps weapons system or ordinance that does not cause injury or damage.	n/a	n/a	n/a	YES See ref B	YES See ref C	Highly encouraged yet not required	n/a
Any cracks or unusual wear, tear, or damage to ordnance received from the ASP.	n/a	n/a	n/a	YES See ref B	YES See ref C	Highly encouraged yet not required	n/a
Any Parachute related malfunction that does not cause injury or damage.	n/a	n/a	n/a	YES See ref B	YES See ref C	Highly encouraged yet not required	n/a
Any failure of a bilge pump on any amphibious vehicle (e.g. AAV, LAV, etc.) that does not result in damage or injury.	n/a	n/a	n/a	YES See ref B	YES See ref C	Highly encouraged yet not required	n/a
Any inadvertent actuation of tactical vehicle functions (seats, turrets, braking, accelerator, hatches) where the location of a lever or switch is easily bumped by the operator or personnel.	n/a	n/a	n/a	YES See ref B	YES See ref C	Highly encouraged yet not required	n/a
Any braking system or electrical failure on any GMV/GVO not resulting in a reportable injury or property damage.	n/a	n/a	n/a	YES See ref B	YES See ref C	Highly encouraged yet not required	n/a
Any inadvertent release of HALON in any tactical owned vehicle system without injury or damage.	n/a	n/a	n/a	YES See ref B	YES See ref C	Highly encouraged yet not required	n/a
Any inadvertent release of HALON in any government owned workspace without injury or damage.	n/a	n/a	n/a	YES See ref B	n/a	Highly encouraged yet not required	n/a
Any inadvertent explosion, fire, or chemical release of any government owned battery that did not cause injury, illness, or property damage (e.g. batteries).	n/a	n/a	n/a	YES See ref B	YES See ref C	Highly encouraged yet not required	n/a
Any unintentional explosion or explosive release of energy from a pressurized system on Marine Corps equipment, vehicle systems, shipboard systems or in facilities, without reportable injury or damage.	n/a	n/a	n/a	YES See ref B	YES See ref C	Highly encouraged yet not required	n/a

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Recommended Safety Reportable Events as a HAZREP

HAZREPS: In addition to current requirements for HAZREPS, the following specific events are considered a “near-miss” and are highly recommended to be reported via WESS for the purpose of capturing hazardous conditions or processes that require review or intervention by major supporting commands (e.g. *Systems Command, Training Command, Facilities Command, etc.*)

Category	Immediate Notification	USMC 8-Day Brief to ACMC	USMC Death Brief to 1 st GO	HAZREP in WESS	HAZREP to Marine Corps Systems Command	Unit Safety Investigation & SIREP	SIB
More than one on-duty, occupationally related heat stress injuries, in the same event, without medical treatment (e.g. <i>heat exhaustion or heat cramps or heat syncope</i>) & <i>NOT</i> resulting in light duty, SIQ, or hospitalization.	n/a	n/a	n/a	YES See note 3	n/a	Highly encouraged yet not required	Note 3
Any failure of DoD/DON owned recreational equipment or machinery that causes injury or illness to any human (<i>regardless of severity of injury</i>) that occurs on an installation, whether it is stationary for public use or temporarily issued or rented.	n/a	n/a	n/a	YES See note 3	n/a	Only if meets criteria of Ref B	Only if meets criteria of Ref B
Any slip, trip, or fall of any individual (<i>military, Federal employee, or visitor</i>) that occurs in any government owned facility as a result of a controllable hazard, yet does not result in medical treatment.	n/a	n/a	n/a	If meets criteria of note 3	n/a	Only if meets criteria of Ref B	n/a
Any unintentional occupationally related chemical exposure without hospitalization.	n/a	n/a	n/a	If meets criteria of note 3	If meets criteria of Ref C	Highly encouraged yet not required	n/a
Any GMV or GVO mishap (<i>crash, rollover, etc.</i>) without injury & less than \$5,000 in damage. This includes where the driver/operator stated his/her vision was restricted during operation.	n/a	n/a	n/a	YES See note 3	If meets criteria of Ref C	Highly encouraged yet not required	n/a
Any electrical shock to any on- or off duty DoD personnel, family member, or guest that occurs at a Navy or Marine Corps owned facility yet <i>did not</i> result in the medical treatment.	n/a	n/a	n/a	YES See note 3	If meets criteria of Ref C	Highly encouraged yet not required	n/a
Any electrical shock to any on- or off duty DoD personnel, family member, or guest resulting from Navy or Marine Corps owned equipment, yet <i>did not</i> result in the medical treatment	n/a	n/a	n/a	YES See note 3	If meets criteria of Ref C	Highly encouraged yet not required	n/a
Any unexpected malfunction of any DoD/DON owned equipment or components used in the movement or transportation of materials or personnel that does not cause injury or damage.	n/a	n/a	n/a	YES See note 3	If meets criteria of Ref C	Highly encouraged yet not required	n/a

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NOTES:

1. A Safety Investigation Board (SIB) is required if the mishap results in a hospitalization, beyond observation, of 3 or more personnel, *(at least 1 of who is a DoD civilian)*, involved in a single mishap. Also for all on-duty Class-A mishaps involving either military personnel, or on-duty DoD civilian employees, or fatality of guests caused by DoD/DON/USMC activity or operations. *(see chapters 3 and 6 reference B)*
2. A Safety Investigation Board (SIB) is required if the mishap is an explosives related mishap, or ordnance impacting off range, or live fire mishap resulting in an injury. *(see chapter 6 of reference B)*
3. A HAZREP must be submitted when the elimination and control of a given *hazard has community-wide implication* in reducing mishaps. Note: Providing information on problems with widespread relevance will help reduce the likelihood of mission degrading mishaps. *(see chapter 4 of reference B)*
4. If the hazard, injury, illness, or property damage resulted from *military activity or operation* then see note 5 for immediate notification requirements. Then see notes 1 and 2 to determine SIB requirements. Then see reference A to determine USMC 8-day & death brief requirements.
5. Regardless of cause (mishap, suicide, or homicide, notify COMNAVSAFECEN and CMC(SD) within 8 hours by telephone if the mishap or non-combat incident meets one of the following criteria:
Hospitalization of three or more personnel caused by DoD activity, operation, or event or,
On-duty DoD civilian fatality or PTD or,
On- or off-duty fatality or PTD of military personnel or,
Explosive mishap causing fatality, PTD, or potential for greater than \$2 million in damage. (see chapter 3 of reference B)

REFERENCES:

- A. MCO 5100.29B, Marine Corps Safety Program, 28 July 2011
- B. OPNAVINST 5102.1D/MCO P5102.1B
- C. MCO 5100.34A, Deadline Safety of Use Message Instructions to Suspend Operations of Marine Corps Ground Equipment and Weapons Systems, Safety of Use Message and Maintenance Advisory Messages, 19 June 2017

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PEO LS QUANTICO VA SAFETY;
CMC SD WASHINGTON DC;
CMC WASHINGTON DC PPO;
CMC WASHINGTON DC I&L;
COMNAVSAFECEN NORFOLK VA.

- D. MARADMIN 558/16, Eight Day Brief Requirements, Oct 2016
- E. MARADMIN 672/16, Change to MARADMIN 558/16, Dec 2016