



UNITED STATES MARINE CORPS

HEADQUARTERS MARINE CORPS AIR STATION MIRAMAR
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StaO P3750.1

G-3

2 MAY 2001

STATION ORDER P3750.1

From: Commanding General
To: Distribution List

Subj: PREMISHAP PLAN

Ref: (a) OPNAVINST 3750.6Q
(b) OPNAVINST 3750.16B
(c) OPNAVINST 3100.6G (R)
(d) NAVAIR 00-80T-67-1 (NOTAL)
(e) ABO 3750.1E
(f) StaO P11135.1A

Encl: (1) LOCATOR SHEET

Reports Required: List, page iv.

1. Purpose To publish a comprehensive plan for responding to aircraft emergencies on or within the cognizant area of Marine Corps Air Station (MCAS), Miramar and to establish procedures and responsibilities for the timely reporting and investigating of aircraft mishaps.

2. Background

a. Reference (a) sets forth requirements for the investigation and reporting of aircraft mishaps. Reference (b) requires reports that are pertinent to a comprehensive Aviation Safety Program and are in addition to the reports required by reference (a).

b. Reference (c) requires reports on incidents of potential national or international significance in which Marine Corps personnel, units or installations are involved. Reports listed on page iv will be submitted per references (a) and (b). Their submission does not supersede or replace the reporting requirements outlined in references (d) and (e).

c. References (a), (d), and (e) implement the Aviation Safety Program and establish the requirements for premishap planning. Reference (f) publishes standard operating procedures

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for Search and Rescue and Crash, Fire, Rescue personnel, respectively; and assigns responsibilities to Station personnel or activities for responding to aircraft crashes on or off the Station.

3. Information

a. This Order is applicable to all station organizations, and tenant organizations and will serve as the Station Operations Premishap Plan.

b. Per references (a) and (b), requirements and procedures established herein are applicable when:

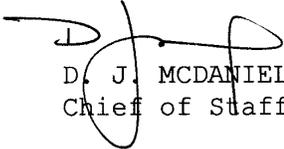
(1) An aircraft mishap or emergency occurs on or near MCAS Miramar (within 100 miles).

(2) An aircraft mishap involves MCAS Miramar aircraft, personnel, or facilities.

(3) The responsibility for investigation and/or reporting a mishap is assigned to MCAS Miramar by higher authority.

4. Action. Principle, General Staff Officers, and Commanders will ensure that personnel working in an aircraft environment, familiarize themselves with the procedures and guidelines set forth in this Order and the references.

5. Concurrence. The Commanding General, 3rd Marine Aircraft Wing, and the Commanding Officer's of Marine Aircraft Group 46 and Intermediate Maintenance Activity concur with the provisions of this Order.


D. J. MCDANIEL
Chief of Staff

DISTRIBUTION: A

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ENCLOSURE (1)

PREMISHAP PLAN

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REPORTS REQUIRED

<u>REPORT TITLE</u>	<u>REPORT SYMBOL</u>	<u>PARAGRAPH</u>
I. Telephone Report to Naval Safety Center	No Symbol	3003.3
II. Mishap Message Report	OPNAV 3750-20	3003.3
III. Report of Aircraft Mishap Involving Federal Aviation Agency (FAA)	OPNAV 3750-16	3003.3
IV. Mishap Investigation Report	OPNAV 3752-1	3003.3
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VI. OPREP-3	No Symbol	3003.1

PREMISHAP PLAN

CHAPTER 1

AIRCRAFT MISHAP DEFINITIONS

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PREMISHAP PLAN

CHAPTER 1

AIRCRAFT MISHAP DEFINITIONS

1000. GENERAL. Personnel involved in the investigation, and reporting of aircraft mishaps and personnel responding to aircraft emergencies should have a working knowledge of the terms contained in reference (a). The most frequently used terms are defined below.

1001. DEFINITIONS

1. Aircraft Mishap. A naval aircraft mishap is an unplanned event or series of events, directly involving naval aircraft, which result in any of the following:

a. Ten thousand dollars or greater cumulative damage to naval aircraft, other aircraft (DOD or non-DOD), or property (DOD or non-DOD). Property damage includes costs to repair or replace facilities, equipment, or materials.

b. An injury that results in a fatality, permanent total disability, permanent partial disability, or one or more lost work days to the injured person.

2. Intent for Flight. Intent for flight is considered to exist when the aircraft brakes are released and/or takeoff power is applied for the purpose of commencing an authorized flight. Intent for flight continues until the aircraft taxis clear of the runway or landing area, for helicopters or VSTOL aircraft. The flight ends when the aircraft has alighted and the aircraft weight is supported by the landing gear.

3. Aircraft Mishap Categories. Naval aircraft mishap categories are defined as follows:

a. Flight Mishap (FM). Those mishaps in which there was \$10,000 or greater DOD aircraft damage or loss of a DOD aircraft and intent for flight (for DOD aircraft) existed at the time of the mishap. Other property damage, injury or death may or may not have occurred.

b. Flight Related Mishap (FRM). Those mishaps in which there was less than \$10,000 DOD aircraft damage, and intent for flight (for DOD aircraft) existed at the time of the mishap, and \$10,000 or more other property damage, defined injury or death occurred.

c. Aircraft Ground Mishap (AGM). Those mishaps in which no intent for flight existed at the time of the mishap and naval aircraft loss, or \$10,000 or more aircraft damage, and/or property damage, or defined injury occurred.

4. Aircraft Mishap Severity Classes. The following mishap severity classes, based on personnel injury and property damage, are applicable to all three categories of mishaps listed above.

a. Class A Severity. A mishap in which the total cost of property damage (including all aircraft damage) and/or injury is \$1,000,000 or greater; or a naval aircraft is destroyed or missing; or any fatality or permanent total disability occurs with direct involvement of Naval aircraft.

b. Class B Severity. A mishap in which the total cost of property damage (including all aircraft damage) is \$200,000 or more but less than \$1,000,000 and/or a permanent partial disability, and/or the hospitalization of five or more personnel.

c. Class C Severity. A mishap in which the total cost of property damage (including all aircraft damage) is \$10,000 or more but less than \$200,000 and/or injury results in one or more lost work day.

d. Any occurrence in which the total cost or property damage (including all aircraft damage) is less than \$10,000 and there are no defined injuries, is not considered a reportable naval aircraft mishap.

5. Determination of Aircraft Mishap Costs. To determine aircraft mishap costs, refer to paragraph 414 of reference (a).

6. Injury Classification. Personnel injury classifications for aircraft mishaps are defined below.

a. Alfa: Fatal Injury. An injury that results in death from a mishap or the complications arising therefrom, regardless of the time intervening between the mishap and a subsequent death.

b. Bravo: Permanent Total Disability. Any non-fatal injury that, in the opinion of a competent medical authority, permanently and totally incapacitates a person to the extent that any gainful occupation may not be followed. In addition, the loss of, or the loss of use of both hands, feet, eyes, or a combination of any of these body parts as a result of a single mishap will be considered as permanent total disability.

c. Charlie: Permanent Partial Disability. An injury which does not result in death or permanent total disability but, in the opinion of competent medical authority, results in permanent impairment or loss of any part of the body, the loss of a great toe, the thumb, or an irreparable inguinal hernia, with the following exceptions:

- Teeth
- The four smaller toes
- Distal phalanx of any finger
- Distal two phalanges of the little finger
- Repairable hernia
- Hair, skin, nails, or any subcutaneous tissue

d. Delta: An injury that does not result in death, permanent total disability or permanent partial disability, but which results in one or more lost workdays (not including day of injury).

e. Echo: Bodily harm requiring greater than first aid (but not involving a lost workday).

f. Foxtrot: Bodily harm requiring only first aid or no treatment.

g. Golf: No bodily harm.

h. Lima: Lost at sea.

i. Uniform: Missing/Unknown.

Note: Lima and Uniform injuries equate to fatality for mishap severity level classification.

7. Hazard Reporting

a. It is the obligation of everyone involved with Naval Aviation to report hazards before a mishap occurs. By thorough investigation and prompt reporting of hazards, many mishaps can

be avoided. Use of the Aircraft Mishap Board (AMB) to investigate hazards is highly recommended.

b. Hazards will be reported using the format outlined in paragraph 315 of reference (a). Bird/bat strikes, near midair collisions and physiological episodes will be reported per paragraphs 316 through 319 of reference (a).

8. Other hazards which can be categorized and reported are: Hazardous Material Reports, Explosive Mishap Reports, and Quality Deficiency Reports. Submission of all correspondence relating to aircraft, ground, flight, flight-related, and explosive mishaps will be coordinated and reviewed by the Aviation Safety Officer. The content of these messages could result in the submission of a Hazard Report by the ASO in conjunction with a define 4790 message.

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CHAPTER 2

RESPONSIBILITIES

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CHAPTER 2

RESPONSIBILITIES

2000. GENERAL. Each Reporting Custodian is ultimately responsible for the investigation and disposition of any cognizant aircraft mishap on board or near MCAS Miramar. If there is an aircraft emergency or mishap at or near the air station, personnel assigned to this Command and subordinate units are responsible for taking appropriate action as outlined in this chapter. This action includes controlling access to all aircraft mishap sites within 100 Nautical Mile (NM) of MCAS Miramar, regardless of the ownership of the aircraft. Access control will be relinquished to appropriate authority as soon as practical. This action prevents compounding the impact of an aircraft mishap on the environment and the legal implications from landowners.

2001. AIRFIELD OPERATIONS OFFICER

1. The Airfield Operations Officer is responsible for the training and readiness of the Airfield Operations Division and coordinates the following personnel to ensure rapid response in the event of an aircraft mishap:

- a. Operations Duty Officer.
- b. Air Traffic Control Officer.
- c. Aircraft Rescue and Fire Fighting Officer.
- d. Weather Service Officer.

2002. OPERATIONS DUTY OFFICER. The Operations Duty Officer (ODO) is a key individual in the Premishap Plan. The ODO will be thoroughly familiar with this Chapter and the Mishap Report Checklist and Mishap Report Format, Appendix A and B of this Order. The ODO is responsible for receiving the initial notification establishing liaison and coordination efforts in response to aircraft mishaps, both on and off the airfield, and will ensure the flight operations telephones are manned at all times. Additionally, the ODO will ensure compliance with the following:

1. An On or Off-Station Mishap or Impending Emergency

a. Obtain all information that is available utilizing a copy of the Mishap Report Checklist (Appendix A) from the Aircraft Mishap Folder.

b. Maintain operational control of the airfield by coordinating with the Control Tower and, depending on the location of the mishap, close, open or restrict usage of the airfield as necessary.

c. Complete the Mishap Report Checklist expeditiously.

d. The ODO will employ Flight Clearance personnel to relay information to persons/activities listed in the checklist, however, the ODO is responsible for its completion with notified person's name, time contacted, and submission to the Station Aviation Safety Officer as soon as possible.

2. An Off-Station Mishap or Impending Emergency

a. If an emergency occurs at sea, contact the Fleet Area Control and Surveillance Facilities (FACSFAC) who will:

(1) Dispatch the primary Search and Rescue (SAR) Team from the U.S. Coast Guard (USCG) to the mishap location at sea.

(2) If USCG SAR Team is not available, dispatch the U.S. Navy SAR from NAS North Island to the mishap location at sea.

(3) Call on any available helicopter unit, via appropriate headquarters, to assist in the rescue.

b. If an emergency occurs on land away from the airfield:

(1) Contact the USCG SAR recognizing that they only respond inland if there is no maritime emergency occurring and it is during day light hours. If unavailable, refer to subparagraph 2b(2) below. go to step (2).

(2) Contact the Commanding General (CG), 3d Marine Aircraft Wing (MAW) Operations Officer and organize a SAR effort using Wing assets. If no Wing assets are available, refer to subparagraph 2b(3) below.

(3) Contact the San Diego County Sheriff's Department. Be aware they will not land in an unimproved landing zone and have no airborne pick-up or rappelling capabilities. Additionally, they do not have compatible radios.

(4) If the aircraft mishap is within the city of San Diego, the San Diego Fire Department will dispatch the Miramar Fire Department fire units. If within the County of San Diego, Monta Vista will dispatch the Miramar Fire Department under agreed mutual aid protocols.

c. In the event the crash site is close to the airfield, the ODO may dispatch emergency ground support vehicles on an individual basis. If the crash site is not close and convoy is required, the convoy will form on the flight line at the Station Operations Building #9211, to be briefed by the ODO. The ODO will maintain communication with on-scene and/or convoy personnel through the Control Tower or Miramar Command, as appropriate.

3. Serious Mishaps Involving Transient Aircraft. In the event transient aircraft are involved in a serious mishap, unless relieved by the Senior Member of the MCAS Miramar Aircraft Mishap Board, the ODO will ensure that the following actions are taken:

a. If known, notify the point of departure, destination, home station, and pilot's home unit.

b. If the mishap aircraft home station or home squadron cannot be contacted immediately, follow the procedures in Appendix B for submission of the 60 minute telephone call to the Naval Safety Center and make preparations to begin the Initial Mishap Message Report if required. Call the Aviation Safety Officer and Operations Officer immediately for help.

c. Complete the Mishap Report Checklist (Appendix A). Do not hold up telephone calls or message traffic because of incomplete information.

d. Complete the steps for an off-station mishap. Miramar Fire Department units is dispatched "directly" to scene under agreed mutual aid protocols.

2003. CONTROL TOWER SUPERVISOR. In the event of an aircraft mishap or emergency, the Control Tower Supervisor will take appropriate action as follows:

1. Activate the crash alert system and pass known information as outlined in Chapter 10.
2. Close affected portions of the airfield to normal traffic and when movement to the crash site has subsided, recommend to the ODO those portions of the airfield that can be reopened.
3. Keep airborne and ground traffic advised of expected delays and/or those portions of the airfield that are available to them.
4. Keep Flight Clearance aware of pertinent information.
5. Assist aircraft requesting information on divert airfields and notify Flight Clearance of diverting aircraft.
6. If a mishap occurs within the Class B Airspace, route traffic to prevent interference with rescue operations.
7. Be prepared to provide navigational assistance to the SAR helicopter and to direct the Crash Crew Section Leader and other mobile units to the crash site. Maintain communication with on-scene rescue support personnel and coordinate as necessary with the Flight Clearance and other support agencies.
8. For an off-station mishap, determine if there is an aircraft at the scene or in the vicinity and, if possible, obtain the following information:
 - a. Type of aircraft, call sign, type of ordnance on board, unit from, working frequency.
 - b. Bearing and distance to the site in relation to a navigational aid, lat/long coordinates, grid coordinates, or well known geographical points.
 - c. Status of aircrew and passengers, and location, if different from the crash site.
 - d. Time that the on-scene aircraft can remain on station to give navigational assistance to rescue operations.
9. During an emergency landing, stop all aircraft movement on the airfield in order that fire fighting and rescue equipment may proceed to standby positions.
10. Maintain a record that reflects the activity(ies) of all events that occurred.

2004. AIRCRAFT RESCUE AND FIRE FIGHTING OFFICER (ARFFO). The ARFFO, ARFF Commander, or designated representative is responsible for the following:

1. On-Station Crash

a. Immediately proceed to the scene of the crash and direct rescue operations.

b. If a combination aircraft-structural fire, the structural Duty Fire Chief will assume control of fire fighting operations. The ARFFO will effect rescue of personnel from the aircraft as soon as practical and furnish assistance as required.

c. Crash equipment on the runway alert positions will move expeditiously upon receiving instructions from tower or if the aircraft needs assistance.

d. If the tower is not aware of the crash, the crash equipment crew chief will inform the tower, via radio while en route to the scene.

e. Alert vehicles will effect rescue and then minimize the amount of property damage and extinguish the fire. The primary mission of the runway alert ARFF crew personnel is the rescue of mishap personnel. If aircraft mishap involves a structural, ARFF units will respond to scene and come under the direction of the Duty Fire Chief.

2. Off-Station Crash

a. Designate a daily off-station response element, normally one command/rescue vehicle and one major crash rescue vehicle.

b. If the exact location of the crash is known at the time of initial notification and it is located in the Air Station's area of responsibility, the designated off-station crash rescue equipment, plus an ambulance, PMO, Miramar Fire Department and the EOD team if required, will respond immediately to the crash scene.

c. The ARFFO will coordinate with local civilian fire fighting agencies using an established mutual aid agreement to delineate responsibilities and tasking at the crash site. If the San Diego Fire Department is first to the scene, they will not turn crash over until under control.

d. The ARFFO/ARFF Commander is designated the Ground Element Commander (GEC) and will have control of the fire fighting and rescue effort at the crash scene. Any request for assistance will originate from the GEC and will be directed to the Airfield Operations Officer/Flight Clearance ODO. Note: If off station, the San Diego Fire Department will not turn over control until the fire is under control.

e. The remaining support vehicles will form a convoy on the flight line at the Airfield Operations Building #9211, and await a brief by the ODO. The convoy will be composed of the following units/personnel as appropriate: Note: Miramar Flight Units are dispatched automatically under the mutual agreement protocols.

- (1) Additional ambulances and medical personnel.
- (2) Additional crash vehicles and/or salvage crane.
- (3) Security vehicles and sentry personnel.
- (4) Additional EOD personnel as required.
- (5) Public Affairs Officer and/or news media personnel.
- (6) Duty photographer.
- (7) Aircraft Mishap Board members.

f. The ARFFO/ARFF Commander will turn over responsibility for the wreckage to the Senior Member of the Aircraft Mishap Board (AMB) when there is no further threat of fire or explosion and rescue operations are completed. In the event the AMB is not on the scene of the crash, the wreckage will become the responsibility of the senior security personnel present until arrival of the AMB.

2005. FLIGHT CLEARANCE PERSONNEL. In the event of an aircraft mishap, on or off-station, flight clearance personnel will:

1. Relay information received to the ODO.
2. Assist the ODO in completing the Airfield Mishap Immediate Response Check List (Appendix A).
3. Coordinate with other activities or emergency support personnel/agencies as directed by the ODO.

4. Coordinate information on aircraft diverting to other airfields with locally based organizations and air traffic control facilities as necessary to properly guard their flights.

2006. WEATHER SERVICE OFFICER. Upon notification of an in-flight emergency, the Duty Forecaster will direct the Duty Observer to be prepared to support the aircraft in distress. If a mishap occurs, an Aircraft Mishap Observation will be taken per the Fleet Meteorological Handbook. The observation will then be delivered by the Duty Forecaster to the Airfield Operations Officer and to the AMB on request. In addition, the Weather Service Officer must be prepared to submit any additional observations, forecasts or analyses, as required.

2007. PROVOST MARSHAL

1. On and Off Station Mishaps. The Provost Marshal will ensure that an adequate number of military policemen are available at all times to carry out assigned duties at the scene of an aircraft mishap. Such personnel will be familiar with this Order as it pertains to those duties. The Provost Marshal is responsible for the following:

a. Military policemen involved are briefed on their duties, to include relations with the news media, civilian authorities and the instructions for sentries, Chapters 7 and 8 of this Order.

b. Sentries keep all unauthorized personnel from the crash scene and expedite the movement of arriving/departing emergency vehicles. They will ensure that the wreckage, no matter how small or where located, is not moved or otherwise tampered with until such removal is authorized by the Senior Member of the AMB.

c. Security is maintained at the crash site until responsibility for security is assumed by the Senior Member of the cognizant AMB and sentries from the responsible squadron arrive at the site, or when relieved by the ASO or other competent authority. Normally, this period will not exceed twenty-four hours.

d. Prepare the report required by reference (d), when applicable.

2. Off-Station Mishap. In the event of an off-station crash, the Provost Marshal will be responsible for the following:

a. Dispatch one mobile patrol to the crash scene with military policemen.

b. Coordinate with civilian law enforcement agencies in the event that the crash occurs on private property. The list of local agencies is contained in Appendix K. Provide crash location and the time the convoy will depart MCAS Miramar if circumstances permit.

c. Furnish an operator and one portable radio capable of transmitting on the security net to the ARFFO for convoy control. The convoy forms on the flight line in front of Building #153.

d. Alert off duty personnel from the MP force of the day, as required, to provide additional security as directed by the Provost Marshal or that officer's direct representative.

2008. EXPLOSIVE ORDNANCE DISPOSAL (EOD) OFFICER. The Station EOD Officer will ensure that a minimum of two EOD technicians are available during airfield operation hours. Explosive ordnance or special weapons involved in a mishap will be handled by EOD personnel only. This includes all cartridge activated devices at the scene of the mishap.

1. On-Station Mishap. Upon notification of a mishap on or near the station, the duty Explosive Ordnance Disposal Team will proceed immediately to the crash scene to assist the ARFFO or ARFF Commander by neutralizing the explosive hazard and/or providing technical information concerning ordnance items or debris at the site.

2. Off-Station Mishaps. Aircraft mishaps off-station involving explosive ordnance or special weapons may require the duty Explosive Ordnance Disposal Team to move expeditiously to the site to provide technical evaluation to the OSC in regards to the extent of contamination, downwind distance hazards, etc. If required, additional EOD personnel with the necessary tools and equipment to fully accomplish the EOD mission will respond to the site via the convoy (see paragraph 2004.2c). If deemed necessary, the team may be lifted utilizing the SAR helicopter.

2009. PUBLIC AFFAIRS OFFICER. The Public Affairs Officer is responsible for the release of information on aircraft mishaps. All inquiries from civilian and outside agencies will be referred

to the Public Affairs Officer, and will not be answered by personnel other than those authorized. To further this goal and prevent redundant inquiries that prevent expeditious rescue efforts, PAO will send one (1) representative to liaison with Airfield Operations during an aircraft mishap. This representative will be the only point of contact for receiving and requesting information from Airfield Operations. These additional aircraft mishap guidelines apply:

1. Representatives of the press may be allowed to take photographs of the mishap, in or out of Marine Corps jurisdiction, as long as they do not interfere with rescue and fire fighting operations or the investigation of the accident. Photographs of classified material or equipment is not authorized. PAO personnel should escort civilian news media, if possible.
2. If photographs of classified material or of an objectionable nature are believed to have been taken, on or off military property, compromise of the classified material shall be prevented as per Chapter 7 of this Order, and the Public Affairs Officer will be contacted immediately.
3. Specific information on the taking of photographs and relative to relations with news media personnel is contained in Chapters 6 and 7 of this Order.

2010. SENIOR MEDICAL OFFICER. The Senior Medical Officer will ensure the:

1. Assignment of a qualified Medical Officer of the Day, to be called upon to provide medical assistance at a crash site, if needed.
2. Assignment of a Flight Surgeon as a member of the MCAS Miramar AMB. As a member of the Aircraft Mishap Board the Flight Surgeon will:
 - a. Be guided by reference (a) and paragraphs 3002 and 3003.5 of this Order.
 - b. Submit the Medical Officer's Report within the prescribed time limit, per Appendix F to this Order.

3. Ensure an ambulance equipped with first aid equipment, qualified driver and qualified medical personnel can respond to an aircraft mishap at all times. The ambulance crew assigned the duty will be thoroughly familiar with:

a. Crash radio and alarm procedures per Chapter 10 of this Order.

b. Crash standby positions, runway locations, runway markings, etc., as described in reference (d).

c. News media relations and inquiries for information per Chapter 7 of this Order.

4. Expeditious response to Aircraft Mishap Alerts.

a. On-Station Mishaps. Medical personnel will respond upon notification of an on-station mishap to the mishap scene, Medical personnel will not proceed into the immediate vicinity of a downed aircraft until cleared to do so by the ARFFO or the ARFF Commander. Medical personnel will stand by at the scene until relieved by the ODO or the Ground Element Commander.

b. Off-Station Mishaps. For off-station mishaps, the Duty Medical Officer will be notified by the crash telephone system, and will ensure the following actions:

(1) Recall the Duty Flight Surgeon, if the situation dictates or if instructed to do so by other competent authority.

(2) Standby at the Station Dispensary awaiting word from the ODO concerning the evacuation of casualties by SAR personnel.

(3) Proceed to the crash site when notified that a doctor is required; the ODO will arrange the most expeditious transportation, normally a helicopter. San Diego Fire Department paramedics will be dispatched to provide a higher level of medical support for off station aircraft mishap.

5. Provide for coordination with Miramar Branch Medical Clinic or the San Diego Naval Regional Medical Center for medical treatment and/or evacuation, as required.

6. Provide for planning and coordination with local medical agencies for the retrieval of remains and local coroner support, if required.

2011. PHOTOGRAPHY OFFICER. The Station Photographic Officer will ensure that a qualified duty photographer with necessary equipment is available at all times. The duty photographer will be qualified in their duties as required in Chapter 6 and the following:

1. The photographer will not interfere with the functions of emergency crews, and will stay clear of the immediate vicinity of the crash until cleared by the ARFFO or the ARFF Commander.
2. The primary mission of the photographer is to take photographs of the mishap for the cognizant AMB. As such, they will not leave the mishap site until authorized by the Senior Member of the AMB or that member's representative.
3. The photographer will be thoroughly familiar with the contents of Chapter 7 concerning relations with civilian news media representatives.

2012. STRUCTURAL FIRE DIVISION. The Chief of the Structural Fire Division is responsible for the following:

1. Coordinating the training of Fire Division personnel with the ARFFO as required.
2. Ensuring that Fire Division personnel are familiar with the contents of Chapter 7 concerning relations with civilian news agencies, and Chapter 10, the Crash Alert Communications Systems.
3. During emergencies, fire equipment will be ready to provide assistance.
4. In the event of an on-station mishap, the Duty Fire Chief will proceed to the scene and furnish assistance.
5. In the event of an on-station combination aircraft-structural fire, the Duty Fire Chief will assume control of the fire fighting operations. Crash Crew will provide assistance as necessary.
6. In the event of an off station aircraft mishap, Miramar Fire Department units will be dispatched automatically by the mutual aid Fire Departments, directly, to the scene.

2013. PUBLIC WORKS OFFICER. The Public Works Officer (PWO) will provide personnel and equipment to minimize damage and restore services in the event that an aircraft mishap causes damage to

Station facilities. The PWO will coordinate use of emergency vehicles and equipment, as requested by the Station Aviation Safety Officer or cognizant authority.

2014. GROUND ELECTRONICS MAINTENANCE OFFICER. The Station Ground Electronics Maintenance Officer will ensure that the crash rescue communications nets are in satisfactory condition at all times.

2015. MCAS MIRAMAR AIRCRAFT MISHAP BOARD (AMB). For mishaps involving station aircraft, the Senior Member of the AMB will be responsible for conducting a thorough investigation and will ensure that the mishap is reported accurately, per reference (a). Duties of all members assigned to the AMB are shown in Chapter 3 of this Order.

2016. STATION AVIATION SAFETY OFFICER (ASO). If a mishap involves a station aircraft, the ASO will assume the duties of the Senior Member of the AMB until the Senior Member arrives. The ASO will also notify other members that a mishap has occurred. The ASO is responsible for the following:

1. Updating directives and manuals concerning aircraft mishaps.
2. Maintaining a Mishap Investigation Kit, staged in the MCAS Miramar Flight Division (MFD) hanger, per reference (a). Appendix J has an inventory list for the required kit.
3. Assisting deployed squadrons in obtaining equipment needed for the investigation and salvage of mishap aircraft.
4. Ensuring that provisions for periodic testing and drilling of the Premishap Plan are made.
5. Conduct quarterly training for Flight Clearance personnel on the execution of the premishap plan.

2017. STATION COMMAND DUTY OFFICER (CDO). After normal working hours, in the event of any major mishap involving aircraft operating from or near MCAS, Miramar, the CDO is responsible for executing the Aircraft Crashes Checklist, appendix (a) of this Order. The CDO is not authorized to release information concerning an aircraft mishap. This responsibility is reserved for the Public Affairs Officer only.

2018. MIRAMAR FLIGHT DIVISION, OFFICER IN CHARGE (MFD/OIC). In the event one of the station aircraft is involved in a mishap, the MFD/OIC is responsible for the continued operation of the flight division. They will ensure that all personnel involved in the investigation or reporting process are released from all other duties and responsibilities. The MFD/OIC must be continually kept abreast of the status and completion of required reports. In the event of casualties, the MFD/OIC or the Headquarter and Headquarter Support Commanding Officer will make notification to the next of kin. A checklist of required reports is furnished in Appendix A.

2019. ENVIRONMENTAL MANAGEMENT DEPARTMENT. The Assistant Chief of Staff (AC/S), Environmental Management, or a designated representative, is responsible for the following:

1. On and Off Station Mishaps, dispatch an environmental assessment team to the crash site as soon as practicable.
2. Upon arrival at the crash site, and once the danger from fire and/or live ordnance is eliminated, the evaluation team will conduct an initial assessment of the environmental damage.
3. The evaluation team will provide the emergency on-scene coordinator with the recommendations for actions necessary to prevent further environmental damage.
4. The evaluation team will ensure that appropriate environmental regulatory agency notifications are made. The evaluation team also will provide recommendations with regard to the need for, and possible ways to accomplish, site recommendation.

2020. RANGE MANAGEMENT OFFICER. Will coordinate with immediate response personnel and provide assistance in locating mishap sites. Additionally, the Range Management Officer will be consulted and coordinate Mishap Squadron and MCAS Miramar's subsequent remediation actions.

PREMISHAP PLAN

CHAPTER 3

MCAS MIRAMAR STANDING AIRCRAFT MISHAP BOARD

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PREMISHAP PLAN

CHAPTER 3

MCAS MIRAMAR STANDING AIRCRAFT MISHAP BOARD

3000. SCOPE. The MCAS Miramar Standing Aircraft Mishap Board is established per reference (a) for the investigation of aircraft mishaps, as directed by the Commanding General. In addition to aircraft mishaps involving station aircraft, the types of mishaps this Board may be directed to investigate are:

1. Mishaps involving large numbers of people.
2. Mishaps involving VIPs.
3. Mishaps involving transient aircraft (responsibilities of the reporting custodian will be assumed until relieved by the reporting custodian or other proper authority).
4. Mishaps that would create Congressional or wide public interest.

3001. COMPOSITION OF THE MCAS MIRAMAR STANDING AIRCRAFT MISHAP BOARD

1. Senior Member - a designated Naval Aviator or Naval Flight Officer assigned by the Commanding General, or, in the case of a Class A mishap, the Controlling Custodian (Commandant of the Marine Corps).
2. Airfield Operations Officer or designated representative.
3. Aviation Safety Officer.
4. Aircraft Maintenance Officer - as assigned by the Commanding General.
5. Flight Surgeon - as assigned by the Senior Medical Officer.
6. An Airfield Facilities Officer - as necessary assigned by the Airfield Operations Officer.
7. A NATOPS representative who is qualified in that model.

3002. GENERAL DUTIES. All members of the AMB will familiarize themselves with and be guided by the references and the contents of this Order. Collectively they will be responsible for gathering all information concerning the mishap and submitting required reports. It is not within the purview of the AMB to fix responsibility or to recommend disciplinary action, but to render a complete and accurate report that will assist in the prevention of future mishaps. Duties imposed upon the AMB members take precedence over all other duties. All members are jointly responsible for the following:

1. Preparing and submitting required telephonic and message reports within the prescribed time limits (appendixes B, C, E and F).
2. Obtaining and compiling all witness statements (appendix G).

3003. SPECIFIC DUTIES

1. Senior Member

a. As soon as notified of a mishap involving a station aircraft, proceed to the scene of the mishap and take full charge of the investigation.

b. Hold periodic meetings with the entire AMB during the course of the investigation to ensure that investigative duties and responsibilities are known and to ensure that all members actively participate in the investigation.

c. Ensure that sentries are briefed and posted prior to assuming security responsibilities from the Provost Marshal.

d. Coordinate with the Public Affairs Officer in controlling the news media at the scene.

e. Ensure that a thorough investigation is conducted by:

(1) Inventorying wreckage.

(2) Searching the flight path for missing parts.

(3) Noting damage to distinguish from possible subsequent damage during salvage operations.

(4) Supervising the collection and tagging of wreckage.

(5) Utilizing technical assistance for the following (these specialists are advisors only; not members of the AMB):

- (a) Airframes representative.
- (b) Power plants representative.
- (c) Escape systems representative.
- (d) O & R Specialist.
- (e) Factory representative.
- (f) Manufacturer's laboratories.

f. Release wreckage upon completion of the investigation. The wreckage must remain in place for a minimum of twenty-four hours, if possible.

g. Ensure that effective and expeditious reports of the aircraft mishap are made, to include OPREP-3 reporting requirements (appendixes B, C, E, and F).

2. Airfield Operations Officer

a. Report to the scene of the mishap, unless otherwise directed by the Senior Member.

b. Appoint an Airfield Facilities Representative to the AMB, if needed.

c. Provide technical assistance to the AMB in the area of operations at MCAS Miramar as it may relate to the mishap.

3. Aviation Safety Officer

a. Conduct training of the AMB at the direction of the Senior Member to ensure compliance with all directives pertaining to aircraft mishaps and reporting.

b. Maintain an aircraft mishap investigation kit.

c. Report to the scene of an aircraft mishap under the purview of the MCAS Miramar AMB and assume the duties of the Senior Member until that officer arrives.

- d. Prepare and submit to the Senior Member:
 - (1) Telephone Report for the Naval Safety Center.
 - (2) Initial Mishap Report.
 - (3) All amended Mishap Reports.
 - (4) Telephone and Message Report to Federal Aviation Administration (FAA), should the FAA be involved in the mishap.
 - e. Prepare and submit reports to the Senior Member those mishaps that do not require AMB investigation.
 - f. Prepare wreckage diagrams and supervise the photographing of the mishap scene.
 - g. Coordinate the assembly of the Mishap Investigation Report and ensure that it is complete per reference (a).
 - h. Coordinate with the Airfield Operations Officer to update the Flight Clearance Crew Supervisor's Aircraft Mishap Folder.
4. Aircraft Maintenance Officer
- a. Report to the aircraft mishap, unless otherwise directed by the Senior Member.
 - b. Have the following available for the Senior Member:
 - (1) Appropriate tools for disassembly.
 - (2) Appropriate technical directives.
 - (3) Illustrated Parts Book (IPB) and maintenance instructions for the type of aircraft involved.
 - (4) Aircraft weight and balance data and engine logs.
 - (5) Naval Flight Records Sheets (NAVFLIRS) for the aircraft.
 - (6) List of technical assistance personnel available.
 - c. Ensure planner and estimator are requested if deemed necessary.

d. Provide for and supervise the recovery of wreckage and space for layout/build-up, if necessary.

e. Examine at the mishap scene, with the Senior Member and Aviation Safety Officer, the following:

(1) Controls.

(2) Extremities (possible mid-air).

(3) Cockpit.

(4) Escape system hatches/doors.

(5) Engines.

(6) Rotors or propellers.

(7) Airframe surfaces for fire, leaks, ruptures, flow patterns, fuel, oil, hydraulic systems and lines, plumbing, tanks, seals, strainers, sumps, etc.

(8) Accessories.

(9) All components.

f. Obtain fuel, oil and hydraulic samples.

g. Prepare reports as required in OPNAVINST 4790.2G for disposition of the aircraft or wreckage.

5. Flight Surgeon

a. Report to the scene of the mishap, unless otherwise directed by the Senior Member, to perform the following:

(1) Supervise the treatment and handling of any injured personnel and prevent further injury.

(2) Investigate the adequacy and functioning of safety and survival equipment in the crash and post crash situation.

(3) Determine if the condition of the crew member(s) will permit the taking of statements.

b. Conduct the primary investigation into sociological and physiological factors, which may be present in the mishap.

c. Maintain current directives on local facilities available for assistance in autopsy or laboratory analysis of remains.

d. Maintain custody of medical, dental and sick call records of mishap crew member(s).

e. Be responsible for the submission of the Medical Officer's Report within the specified time limit.

6. NATOPS Member

a. Report to the scene of the mishap, unless otherwise instructed by the Senior Member.

b. Have the following available for the Senior Member:

(1) NATOPS Flight Manual for the model aircraft involved

(2) NATOPS Qualification Jackets for the involved crew member(s)

c. Assist the Senior Member in ascertaining if there was any deviation from NATOPS procedures and if there is any need for a change to the NATOPS Manual stemming from the investigation. Prepare NATOPS change recommendations for submission by the Senior Member, if appropriate.

d. Assist in obtaining witness statements.

e. Assist in assembling the Mishap Investigation Report.

7. Airfield Facility Member. The Airfield Facility Member may or may not be a Naval Aviator or Naval Flight Officer. This officer will have thorough knowledge of field operations and will perform the following:

a. Assist in assembling Flight Plans (DD-175), Weather Briefings (DD-175-1) and other reports pertinent to the mishap aircraft's flight.

b. Obtain tapes of mishap aircraft from controlling facilities.

c. Evaluate and investigate the adequacy of Control Tower and Air Traffic Control personnel in relation to events concerning the mishap.

PREMISHAP PLAN

CHAPTER 4

PROHIBITED USE OF MISHAP INVESTIGATION REPORTS

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PREMISHAP PLAN

CHAPTER 4

PROHIBITED USE OF MISHAP INVESTIGATION REPORTS

4000. BACKGROUND. It is particularly pertinent to note that Aircraft Mishap Investigation Reports and Medical Officer's Reports can be used only for analysis and statistical studies for the prevention of aircraft mishaps. They are, therefore, deemed privileged documents. As such, they cannot be used as evidence, or to obtain evidence in determining the misconduct or line of duty status of killed or injured personnel; as evidence to determine the responsibility of personnel from the standpoint of discipline; as evidence to determine the liability of the government for property damage caused by such mishaps; as evidence before such administrative bodies such as an Aviator's Field Flight Performance Board; or in making any other determination affecting the interests of the individual making the statement under the assurance of confidentiality. The contents of Mishap Investigation Reports or enclosures, attachments, or endorsements thereto, may not be appended to the Judge Advocate General (JAG) Manual Investigation or any other report as an enclosure or otherwise, unless the sole purpose of the other document is to prevent aircraft mishaps.

4001. SPECIAL HANDLING

1. The term "Special Handling" means the handling of privileged reports to ensure that their use is limited strictly to safety. Common sense must be applied to determine exactly what handling actions would be appropriate, for example:

a. Uncontrolled publishing of Mishap Investigation Reports which could result in their access by those not requiring knowledge of their content for safety (such as placement in reading racks, on bulletin boards, etc.) would not be appropriate.

b. On the other hand, controlled passage of MIR's from individual to individual, or from office to office in file folders, to ensure their promulgation to specific individuals requiring knowledge of their content for safety purposes would be appropriate.

2. To insure that MIR's, as well as other documents prepared for the prevention of aircraft mishaps, are afforded proper processing and routing, the following will be typed, stamped, or printed on all reports, documents, and pertinent correspondence:

"SPECIAL HANDLING REQUIRED IN ACCORDANCE WITH OPNAVINST 3750.6Q"

In addition, message reports of aircraft mishaps will be designated as follows:

a. Initial and amended messages: "UNCLAS FOUO //N03750//."

b. Mishap Investigation Reports or endorsements thereto:

"UNCLAS FOUO //N03752// THIS IS A LIMITED USE MISHAP INVESTIGATION REPORT..."

3. Aircraft mishap statistical compilations, correspondence, documents, publications, newsletters, etc. shall be marked with the designation "For Official Use Only" and will be handled in accordance with OPNAV 3750.6Q.

PREMISHAP PLAN

CHAPTER 5

DIAGRAMS, SKETCHES, AND MAPS

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PREMISHAP PLAN

CHAPTER 5

DIAGRAMS, SKETCHES AND MAPS

5000. GENERAL. Diagrams, sketches and maps frequently present information more clearly than other methods. A general sketch of the accident area is highly desirable in most mishaps. It graphically portrays to the analyst and the reviewing authorities a general setting of the accident scene and the relative location, bearing and distance of the following items from the center of the wreckage:

1. Point of initial contact with the ground.
2. Location of deceased or injured personnel.
3. Engine and component parts.
4. All major portions of the aircraft with identification notes.
5. Landmarks or prominent terrain features.
6. Distance and direction to nearest airfield, town or major landmark.
7. Location of witnesses whose statements are enclosed.
8. Elevation (MSL) and North point, at the scene of the accident.
9. Path of aircraft by a dotted line.
10. Distance between important points of objects.
11. Location and direction from which photographs were taken (shown by arrows).

5001. OTHER USES. Sketches may also be used to show details of taxi accidents, collisions, proximity of obstructions to runways and taxiways, width or condition of runways, size and layout of emergency landing sites and similar special conditions involved in accidents. For additional information, refer to reference (d).

PREMISHAP PLAN

CHAPTER 6

PHOTOGRAPHS

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PREMISHAP PLAN

CHAPTER 6

PHOTOGRAPHS

6000. GENERAL. Photographs are very important to the recording of an accident. There should be no reluctance to have numerous photographs taken at the scene which will preserve evidence, if taken in sufficient time; however, use only those photographs which will aid those who review and analyze the report.

6001. DUTIES OF THE PHOTOGRAPHER. The duty photographer will be directly responsible to the Senior Member of the cognizant Aircraft Mishap Board, but under the supervision of the Aviation Safety Officer of the board. The duty photographer will report to the Aviation Safety Officer building #9442 upon request. The ASO will provide transportation for the photographer to the accident scene.

6002. DETAILS TO BE PHOTOGRAPHED. Photographs play a huge part in reconstructing the accident after the fact. Details to be photographed may include the following:

1. General view of the scene from four directions and back along the wreckage pattern to the point of initial impact.
2. Aerial view of the mishap scene.
3. View along direction of flight path including initial point of impact.
4. Damage to objects struck.
5. Engine components.
6. Major parts of wreckage to include wheel and landing gear components, and other components, which aid in telling the aircraft's configuration prior to impact.
7. Detailed view of cockpit, instrument panel, engine controls, valves and radio settings, etc.
8. All parts involved in or suspected of structure failure or having contributed directly or indirectly to the mishap. These photographs should be in sufficient detail to show the grain of metal at the failure point of other detailed information, such as direction of shear of rivets, etc.

6003. PHOTOGRAPHIC CAPTIONS. All photographs should be given exhibit numbers and should carry descriptive captions, which give place and date of the accident and point out the details, or evidence that they contribute. The location of the photographer and the direction in which the photographs were taken should be carefully recorded.

6004. PHOTOGRAPHS OF DECEASED OR INJURED. Photographs of deceased or injured personnel will be avoided unless they serve a definite purpose in the investigation into the causes or results of a mishap.

6005. HANDLING OF PHOTOGRAPHS. Photographs are to be taken for official use only. Those selected as enclosures to mishap reports will bear the following statement: "SPECIAL HANDLING REQUIRED IN ACCORDANCE WITH OPNAVINST 3750.6Q." Photographs of a classified nature will **NOT** be enclosed with mishap reports per reference (a).

6006. DISPOSITION OF PHOTOGRAPHS. All photographs, negatives, contact sheets, slides and other copies are for the cognizant AMB only and will not be held by the Photo Lab for records. The cognizant AMB is responsible for photograph handling, per reference (a).

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CHAPTER 7

RELATIONS WITH NEWS MEDIA REPRESENTATIVES

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PREMISHAP PLAN

CHAPTER 7

RELATIONS WITH NEWS MEDIA REPRESENTATIVES

7000. GENERAL. Any military aircraft mishap, regardless of whether there is injury or death, is a matter of public interest. Although release of such information is a command prerogative, Public Affairs Officers are charged with the responsibility and possess the facilities for the proper release of information. The Public Affairs Office is the only agency authorized by the Commanding General, MCAS Miramar to release news.

7001. NOTIFICATION OF PUBLIC AFFAIRS OFFICE (PAO). Information pertaining to the mishap should be made available to the Consolidated PAO's, MCAS Miramar, MCAS Camp Pendleton, MCAS Yuma or the nearest military activity to the scene of the mishap for proper dissemination.

7002. INQUIRIES BY NEWSMEDIA. If sentries, board members or anyone in the investigation party is questioned by a reporter, refer that individual to the Public Affairs Officer. UNDER NO CIRCUMSTANCES WILL THE NAMES OF PERSONS INVOLVED IN A MISHAP BE RELEASED TO NEWS MEDIA REPRESENTATIVES BY ANYONE OTHER THAN THE PUBLIC AFFAIRS OFFICER! Reporters may be told that an investigation is underway and that details will be given to them by the Public Affairs Officer as soon as they are known. DO NOT VOICE SPECULATION AS TO THE CAUSE OR CULPABILITY OF THE MISHAP.

7003. TAKING OF PHOTOGRAPHS BY NEWSMEDIA

1. No attempt should be made to stop photographers from taking pictures unless classified equipment is involved. In that instance, warn the photographers that photography of classified equipment is not permitted. Provisions of U. S. Code 18, Sections 793 (e), 795, and 797, make it a criminal offense to photograph, publish, or refuse to surrender classified information.

a. If a member of the civilian news media is suspected of photographing classified DOD material while on civilian property, and refuses to cooperate in the protection of classified material, the senior military person on the scene will be notified and will, in conjunction with the Public Affairs Officer:

(1) Request the assistance of civil law enforcement officials in preventing compromise of such material and in recovering all photographs, negatives and sketches which are presumed to contain certain information.

(2) Request the cooperation of the superiors of the offending news media representative(s), notifying them that publication of such classified information or refusal to return it to military authority will be a violation of federal statutes.

b. If photographs of classified material are believed to have been taken on military property, the camera and film will be confiscated by the senior military person on the scene or responsible authorities (e.g. PAO, MPs). The camera equipment and film will be returned to the owner after processing by Marine Corps authorities. The Public Affairs Officer will be contacted immediately.

2. The photographers should be requested not to take pictures of deceased or injured personnel. In the past, newspaper photographers have been cooperative in refraining from taking pictures of an objectionable nature. If, however, this request is violated, report the individual to the Public Affairs Officer and to the Senior Member of the AMB.

PREMISHAP PLAN

CHAPTER 8

INSTRUCTIONS FOR SENTRIES

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PREMISHAP PLAN

CHAPTER 8

INSTRUCTIONS FOR SENTRIES

8000. GENERAL. If a serious aircraft mishap occurs at or near the Station, security at the scene of the crash will be required. Initially, the Provost Marshal responds by posting military police at the scene. The responsibility for providing continuous security belongs to the Reporting Custodian of the aircraft involved; or for transient aircraft, the Commanding Officer of the nearest Navy/Marine Air Station. For any mishap within the scope of MCAS Miramar, the cognizant Aircraft Mishap Board will normally be required to post their sentry personnel as soon as practicable.

8001. RESPONSIBILITIES OF THE STATION PROVOST MARSHAL. When notified by the Flight Clearance Crew Supervisor of the requirement for PMO personnel to provide security at a crash site, the Station Provost Marshal will take immediate steps to provide adequate personnel for the particular situation and duration. The Provost Marshal will be responsible for the following:

1. Ensuring that all sentries are briefed on their duties per paragraph 8002 of this Order.
2. Posting sentries as soon as practical, coordinating with the Station Safety Officer for necessary transportation, if needed.
3. Arranging for necessary field equipment, rations, water, etc., for all Military Police sentries. These items will be made available by Station Supply. Specific requirements to be considered include the following:
 - Rations (MREs).
 - Water cans.
 - Snake bite kits.
 - First aid kits.
 - Tents.
 - Cots.
 - Sleeping bags.
 - Coleman lanterns.
 - Communications equipment.
 - Insect repellent.
 - Sunscreen.
 - Portahead, as necessary.

4. Coordination with local civilian authorities regarding responsibilities at an off-Station mishap site.

8002. INSTRUCTIONS FOR SENTRIES. Sentries assigned to guard the scene of an aircraft mishap will be governed by the General Orders of Sentries, instructions that may be issued by competent authority and the following:

1. The primary function of the sentries will be to safeguard life and property and to preserve the integrity of the mishap site for the AMB. The wreckage will not be moved or displaced unless directed by competent authority. Even small amounts or pieces of wreckage may be very important. Wreckage will not be removed or displaced by any person unless permission is obtained from the Senior or acting Senior Member of the Mishap Board.
2. Sentries will allow only fire fighting and rescue personnel into the immediate scene of the crash. When the threat of fire or explosion is over, sentries will allow authorized mishap investigators, Public Affairs personnel and representatives of the press access to the crash site. Other personnel seeking access to the scene will be referred to a member of the AMB.
3. Sentries will be thoroughly briefed on Chapter 7 of this Order.
4. Sentries will take the name, address and telephone number of any witness to the accident and present this information to a member of the AMB.

PREMISHAP PLAN

CHAPTER 9

WITNESS STATEMENTS

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PREMISHAP PLAN

CHAPTER 9

WITNESS STATEMENTS

9000. GENERAL

1. The immediate locating of witnesses is an important function in the conduct of a successful investigation. In many instances the evaluated statements made by a witness may point directly to the immediate area in which the investigation should be concentrated. This will save valuable time and energy in the conduct of the investigation.

2. Witnesses at the mishap site will have information as to the behavior of the aircraft just prior to the mishap. However, do not overlook the possibility of contacting witnesses not in the immediate area of the crash site as they also may have valuable information.

3. Statements from witnesses should be obtained as soon as possible and preferably before witnesses have an opportunity to compare their views. Even though some statements may be brief at the time, arrangements should be made to contact witnesses should additional information or clarification be desired.

9001. STATEMENTS FROM FLIGHT CREWS. The statements by crew members should be taken as soon as possible, with regard to their physical condition. The Flight Surgeon can determine if the condition of the crew member(s) will permit an interview and the Flight Surgeon should be consulted prior to obtaining any statement.

9002. PROCEDURES FOR OBTAINING STATEMENTS

1. Use tact and diplomacy at all times.

2. Inform the witness that you are seeking the facts to prevent similar mishaps (Chapter 4 applies), and that you are not concerned with the legal aspects. Emphasize that their statements can **NOT** be used for punitive measures.

3. Allow the witness to relate their story without interruption.

4. Portable tape recorders should be used when available.
5. Use a model aircraft to assist the witness in describing flight characteristics and path of the aircraft.
6. Determine the credibility of the witness and obtain a resume of their aeronautical experience, if any.
7. Obtain their full name, address, and telephone number in case further details are required.

9003. FORMAT FOR STATEMENTS OF WITNESSES. Witness statements will be recorded in the format shown in Appendix G. Sufficient copies of this form will be maintained in the Operations Duty Officer's Aircraft Mishap Folder. Additional copies may be obtained from the Station ASO.

9004. PRIVACY ACT STATEMENT. Witnesses should sign a copy of the Privacy Act Statement when interviewed. Copies of this statement can be obtained from the Operations Duty Officer's Aircraft Mishap Folder or from the Station ASO.

PREMISHAP PLAN

CHAPTER 10

CRASH ALERT COMMUNICATION SYSTEM

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PREMISHAP PLAN

CHAPTER 10

CRASH ALERT COMMUNICATION SYSTEM

10000. GENERAL. Communications involved in the Crash Alert System are the Crash Public Address System, Crash Alert Telephone Circuit and the Public Telephone System. The Security Radio net is not on the same frequency as the Crash Radio Net, therefore, a military policeman with a portable radio will be assigned to the convoy commander to act as radio operator in convoy control for off-station mishaps.

10001. CRASH ALERT TELEPHONE SYSTEM. The Crash Alert Telephone Circuit (Crash Phone) is the primary method of alerting units and key individuals not located in the vicinity of the Airfield Operations Building or Crash Crew area. The MCAS Miramar Control Tower is the controlling agency for the Crash Phone and is the only agency capable of activating the circuit.

1. Control Tower personnel will activate the Crash Phone circuit on the following occasions:
 - a. An aircraft emergency is declared.
 - b. A crash occurs in MCAS Miramar's area of responsibility.
 - c. In any instance deemed necessary by the Airfield Operations Officer or Tower Watch Supervisor.
 - d. Daily test at 0800.
2. Monitoring Agencies. The master alert telephone is located in the Control Tower. Agencies required to monitor the Crash Phone Circuit will be designated in a memorandum issued by the Operations Officer, MCAS Miramar.
3. Operating Procedures
 - a. When necessary, the Control Tower will activate the Crash Phone Circuit by lifting the Crash Phone hand set from its cradle and pushing the All Ring button (the tower has the capability of activating all lines simultaneously or each the individual line). After allowing sufficient time for all monitoring stations to pick up the phone, the tower will disseminate the following information, as applicable.

- (1) Aircraft identification and model.
- (2) Nature of the emergency.
- (3) Pilot's intentions.
- (4) Fuel remaining (in minutes).
- (5) Aircraft's position in relation to MCAS Miramar.
- (6) If ordnance is on board.
- (7) Other information that would be a deciding factor in the proper handling of the emergency.

b. When the Crash Phone rings, the personnel will not interrupt the tower personnel but will copy down all information passed. Do not ask any questions until your station is acknowledged by tower personnel. Questions should be brief and relevant to the emergency in progress. When there are no further questions the tower will instruct: "All stations secure your phones."

4. Daily Crash Phone Check. The Control Tower will activate and check the Crash Phone daily at 0800 local time. Agencies that do not answer their Crash Phone will be contacted by public telephone to determine whether or not a malfunction exists. Malfunctions will be reported immediately to the Telephone Trouble Desk, extension 2451, by the agency concerned.

10002. PUBLIC TELEPHONE SYSTEM. The Public Telephone System is the secondary method of alerting units and individuals of an impending or actual aircraft emergency. Pertinent extensions are as follows:

Aviation Safety Officer	7-4988
Operations Duty Officer	7-4277
ARFF Dispatcher	7-6912
Structural Fire Division Dispatcher	7-4059
Fire Department and PMO Dispatch	7-4059
Branch Medical Clinic	7-9849
Explosive Ordnance Disposal	7-7697
Provost Marshal	7-4068
Photo Lab	7-4719
Public Works Division Emergency Service	7-1619/1609

PREMISHAP PLAN

10002

Station Command Duty Officer	7-1141
Station Motor Transportation	7-4416
Public Affairs Office	7-6000
Medical	7-9849
Fire/PMO/Medical Dispatch	911

PREMISHAP PLAN

APPENDIX A

MISHAP REPORT CHECKLIST

DATE _____ TIME _____
REPORTED BY _____ OF _____
RANK/TITLE/NAME) (ORGANIZATION)
PHONE# _____
CALLSIGN _____ UNIT _____ TYPE AIRCRAFT _____
LOCATION _____ SOULS ON BOARD _____
STATUS AND LOCATION OF PILOT(S) _____
WERE ANY PARACHUTES SEEN? Y / N FIRE OR EXPLOSION? Y / N
ORDNANCE ON BOARD _____ OTHER INFO _____

NOTIFY PERSONS/AGENCIES

PERSONS/ ACTIVITY	EXT	TIME/PERSON NOTIFIED
ARFF		6912/6935
_____/		
PMO/FIRE	4068/4059	/
MEDICAL	9849	/
G3	4275	/
DEP G3	1528	/
AFLD OPSO	1875	/
ASST AFLD OPSO	4419	/
ASO	4988	/
AFLD OPSCHF	1723	/
PAO	6000	/
ENVIRONMENTALIST	1108	/
EOD	7696	/
CHAPLAIN	1333	/
PHOTO LAB	1891	/

IF STATION UC-12 OR UC-35,
CALL CHIEF OF STAFF AVN: 267-1221

_____/_____

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IF CIVIL ACFT CONTACT FSS 1-800-231-3816 _____/_____

**DO NOT GIVE OUT ANY INFORMATION TO ANYONE OVER THE TELEPHONE
WHO DOES NOT HAVE A NEED TO KNOW. IF YOU DO NOT RECOGNIZE THE
PERSON ON THE PHONE AND THEY CLAIM TO HAVE A NEED TO KNOW, TAKE
DOWN THEIR NAME AND NUMBER AND TELL THEM YOU WILL HAVE THE AFLD
OPSO CALL THEM.

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APPENDIX B

MISHAP REPORT (MR) FORMAT FOR TELEPHONE AND MESSAGE REPORTS

1. GENERAL. The purpose of mishap reports are to provide interested commands with notice that a significant naval aircraft mishap has occurred, with preliminary information concerning the mishap, and with information on the progress of the investigation of the mishap.

2. SUBMISSION CRITERIA. Telephone reports are required for all severity Class A mishaps. Message MRs are required for all classes of mishaps.

a. Mishap Telephone Report. The mishap telephone report to the Naval Safety Center (NAVSAFECEN) shall include the following information.

- (1) Reporting custodian.
- (2) Aircraft type and bureau number.
- (3) Mishap Location.
- (4) Brief narrative.
- (5) Damage.
- (6) Injuries/fatalities.
- (7) Points of contact.

AVN number, NAVSAFECEN 564-2929
Call collect, (804) 444-2929

*NOTE: Do not delay the 60 minute deadline for lack of information. Put NA where information is unknown and make the phone call.

b. Initial Mishap Messages. MRs shall be submitted using the following:

- (1) The Initial Mishap Message Report shall be sent via priority message.

PREMISHAP PLAN

(2) Addressees. See reference (a), paragraph 513.

(3) Text.

(a) All material underlined must be copied verbatim in the text of the report.

(b) If any information required by the format of the report is obviously not appropriate for the mishap being reported enter "NA" in the space for that information.

(c) If any information is not available when the message is released, enter "TBA, TBD, UNK" in the space for that information.

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THIS IS A(N) (INITIAL, FIRST AMENDED) GENERAL USE NAVAL ACFT MISHAP REPORT (Reporting custodian, mishap classification, mishap serial number, date of occurrence, model(s) aircraft, buno(s)) REPORT SYMBOL OPNAV 3750/20

A. OPNAVINST 3750.6Q

B. JAGINST 5800.7B

C. (Other references, as appropriate)

1. SUMMARY. In two lines or less, summarize a description of the mishap, such as collision with water; gear up landing; midair collision.

2. DATA

A. AIRCRAFT. (List all aircraft involved in the mishap), (1) model, (2) bureau number, (3) model and side number, (4) reporting custodian.

B. EQUIPMENT. List all equipment, not parts of the aircraft, involved in the mishap by (1) model, (2) make, (3) part number, (4) equipment code.

C. ENVIRONMENT. (1) date, (2) local time, (3) local time zone, (4) day or night, (5) mishap location. Report latitude and longitude to the nearest minute, except within five NM of an airfield. For those mishaps, report latitude/longitude to the nearest second. For all mishaps report the state/ country/ geographic area and nearest city/ town/ significant landmark as appropriate. If the mishap occurred on the airfield, give the name of the station or base and location of the facility. Distance from nearest navigation facility or airfield as appropriate. (6) Altitude of the mishap above mean sea level, (7) weather at the location at time including runway wind. If airborne, give inflight visibility and all of the following which apply: distinct or obscured horizon, overcast, undercast, between layers, clear of clouds, in clouds, in and out of clouds.

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3. CIRCUMSTANCES.

A. ORIGIN: provide the name of the departure airfield.

B. MISSION.

C. FLIGHT PURPOSE CODE. Use codes listed in OPNAVINST 3710.7N.

D. TYPE OF FLIGHT PLAN. VFR, IFR, DVFR oct.

E. DESTINATION. List next point of intended landing.

F. AIRCRAFT EVOLUTION. Describe that activity in which the aircraft was involved.

4. MISHAP CATEGORY. See Chapter 1, section 3 of this order. Use the category which best fits the mishap you are reporting on (e.g., Flight Mishap (FM)).

5. DAMAGE AND COSTS. Itemize the aircraft, equipment, property damage, and costs as follows:

A. AIRCRAFT. If an aircraft was destroyed, so state. If not, describe all aircraft damage and list cost. Itemize costs, including hours to repair.

B. DOD PROPERTY DAMAGE. Per major item, describe all DOD property damage and list cost. Describe property damage and itemize costs including hours to repair.

C. NON-DOD PROPERTY DAMAGE. Describe all non-DOD property damage and itemize costs.

6. PERSONNEL INFORMATION AND INJURIES. State whether an aeromedical analysis will be sent. Submission criteria; in cases of suspected human factor error as a mishap cause; in the event of personal injuries or relevant medical findings; and in the event of attempts, successful or not, to eject, bail out, or otherwise egress.

A. SOULS ON BOARD. Total number for each aircraft.

B. CREW. Total number aboard each mishap aircraft. For each crew member list: crew duty at the time of the mishap (specify Pilot at Controls), rank/rate, (DO NOT LIST NAMES OR SOCIAL SECURITY NUMBERS), NEC/designator/MOS, service, parent organization, duty status, injury, describe the most significant injuries, days hospitalized and additional days away from work. State if NVGs were being used. For Pilot, Copilot and NFO, give total flight hours and hours in model. Designate who was at the controls.

C. TOTAL NUMBER OF PASSENGERS. Each aircraft.

1. INJURED PASSENGERS. State total number of injured passengers: give rank/rate, NEC/designator/MOS, service, specify DOD or non-DOD, parent organization, duty status, civilian or military, injury describe the most significant, days hospitalized, and additional days away from work.

2. UNINJURED PASSENGERS. Enter the total number of uninjured passengers in each mishap aircraft.

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D. INJURED NON-OCCUPANTS. Enter the total number of injured non-occupants, then list all injured non-occupants: give NEC/designator/MOS, service, specify if DOD or non-DOD, duty status, civilian or military, injury, describe the most significant injuries, days hospitalized, and additional days away from work.

7. MISHAP INVESTIGATION. Include the following, if applicable: Request for assistance. State the nature of assistance needed, when and where it is needed, and the source of that assistance, if known. If requesting assistance from the controlling custodian or from an activity external to that command, preface the request with the phase FOR (CONTROLLING CUSTODIAN).

8. JAG MANUAL INVESTIGATION. Always include the phase THIS MISHAP (DOES/DOES NOT) MEET THE REQUIREMENT IN REF B FOR A JAG MANUAL INVESTIGATION. If appropriate, include the phase: INVESTIGATION INITIATED (DATE) BY: (CONVENING AUTHORITY).

9. POINTS OF CONTACT.

A. AIRCRAFT MISHAP BOARD.

List rank, name and parent organization-SENIOR MEMBER:
AIRCRAFT OPERATIONS:
AIRCRAFT MAINTENANCE:
AVIATION SAFETY:
FLIGHT SURGEON:

Include AUTOVON and COMMERCIAL telephone numbers for the senior member.

B. TELEPHONE INQUIRIES. List individuals designated by the senior member to answer telephone inquiries.

*NOTE: In the initial Mishap Report (the first safety message regarding the mishap), do not delay the four hour deadline for lack of information. Enter (TBA, TBD, UNK) in the space where the information is missing and send the message.

3. ORIGINATOR. Submission of MRs are the responsibility of the reporting custodian of naval aircraft involved in a mishap. However, MCAS Miramar may be required to submit telephone and initial message reports for reporting custodians who can not be contacted immediately following a mishap which occurs in its area of cognizance.

4. DEADLINES

a. Initial Mishap Telephone Reports. Initial MRs shall be submitted by telephone to NAVSAFECEN on all Class A mishaps within 60 minutes of occurrence.

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b. Initial Mishap Message Reports. Initial mishap message reports shall be submitted within 4 hours of the mishap for Class A and B mishaps. A first amended mishap message report, if necessary, and Class C initial reports shall be submitted within 24 hours of the mishap. Amended reports shall include only new or corrected information. Always repeat heading and summary paragraphs.

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APPENDIX C

MISHAP INVESTIGATION REPORT MESSAGE FORMAT

1. GENERAL. The Mishap Investigation Report (MIR) is the final report by the AMB, unless the Board is reconvened by higher authority concerning the mishap. The deadline for the MIR is fourteen days, unless an extension has been granted by the controlling authority.

2. FORMAT. The message format for the MIR is the same as the first nine paragraphs of the MR (see Appendix B), with the following additional paragraphs:

UNCLAS FOUO //N03752//

REPORT SYMBOL 3752-1 vice REPORT SYMBOL 3750-19.

10. EVIDENCE.

A. ENCLOSURES. THE FOLLOWING ENCLOSURES TO THIS REPORT HAVE BEEN MAILED IAW REF A. IF REQUIRED FOR ENDORSEMENT OR FOR REMEDIAL ACTION IN CONNECTION WITH THIS REPORT, COPIES OF ENCLOSURES WILL BE MAILED TO ADDRESSEE OF THIS MESSAGE UPON RECEIPT OF WRITTEN REQUEST. (1). List enclosures, each enclosure is a separate subparagraph.

B. SUMMARY OF EVIDENCE.

11. ANALYSIS.

12. CONCLUSIONS.

13. RECOMMENDATIONS.

For details of contents in each paragraph, refer to reference (a).

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APPENDIX D

RESCUE REPORT

1. REQUIREMENT. A Rescue Report (SAR Form NWP 19-1) will be submitted whenever an attempted or successful rescue is made of personnel involved in a mishap (though not limited to just mishaps). Although the rescue attempt may not have been successful, the report is still required as long as an attempt was made to locate and pick up the victim.
2. ORIGINATOR. The Reporting Custodian (or appointing authority) submitting the Aircraft Mishap Report is responsible for obtaining the information from the rescuing activity or have the rescuing activity submit the report. If no mishap is involved, the Reporting Custodian of rescue aircraft is responsible for submitting the report.
3. TIME LIMITS. The Rescue Report is submitted within seven (7) calendar days of the rescue or attempted rescue.
4. DISTRIBUTION. Forward the original Rescue Report as an enclosure to the original Mishap Investigation Report. If no aircraft mishap is involved then forward original and copies as outlined in Naval Weapons Publication 19-1.

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APPENDIX E

REPORT OF AIRCRAFT MISHAP INVOLVING
A FEDERAL AVIATION ADMINISTRATION FUNCTION

1. GENERAL. If a function of the Federal Aviation Administration (FAA) is or may be involved in an aircraft mishap, a telephone call and message to the nearest FAA facility is required. The number for the MCAS Miramar Representative is (AVN) 267-1637.

a. Telephone Report. The telephone report will include all available information and will be made within four (4) hours of the time the mishap occurred.

b. Message Report. A follow-up Priority message will also be sent as soon as possible but no later than twenty-four (24) hours after the mishap.

2. INFORMATION. Specific instructions as to the criteria for determining if an FAA function is involved is found in reference (b). Generally, involvement will include any contributing factor to the mishap which was controlled, supervised, accomplished by or was the responsibility of the FAA or its personnel. This would include erroneous chart information, approaches to established minimums which do not meet standard minimum terrain criteria, collisions with civil aircraft, and improper air traffic clearances.

3. FORMAT. Format for both the telephone call and message is as follows:

FM: MCAS MIRAMAR CA
TO: FAA (NEAREST FACILITY)

INFO: (APPROPRIATE ADDRESSEE'S ONLY)

UNCLAS FOUO //N03750//

AIRCRAFT MISHAP INVOLVING FAA FUNCTION

- a. Date and local time, time zone of mishap.
- b. Location of mishap scene (give distance and direction from nearest military base or prominent geographical location; otherwise use latitude and longitude for location).
- c. Aircraft type, mode and BUNO.
- d. Unit to which aircraft was assigned at time of mishap.

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- e. Last departure base of aircraft.
- f. Type of aircraft control clearance.
- g. Aircraft destination.
- h. Last known position in flight and/or radio contact with pilot.
- i. Security classification of mishap as applicable.
- j. Whether radioactive materials were aboard aircraft.
(Indicate by YES or NONE.)
- k. Description of how accident occurred. (Indicate maneuvers being performed with aircraft.)
- l. Identify the FAA function(s) involved. If military authority desires FAA participation, include request to FAA in this paragraph.
- m. State whether other investigations are to be conducted.
- n. Name, rank, telephone number, address of individual for FAA personnel to contact if further information is desired by the FAA.

Call FAA Air Traffic Representative, (AVN) 267-1637.

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APPENDIX F

OPREP-3 PINNACLE/NAVY BLUE REPORT

1. GENERAL. All aircraft mishaps, fatal injuries caused by mishap, ground mishap or incidents as well as any occurrence that could attract widespread national or international level interest, require the submission of an OPREP-3 Report as per reference (c). This report consists of two parts; a telephone report to the Marine Corps Command Center and a follow-up message in the same format.

2. ACTION. The OPREP-3 is extremely time critical. Do not delay the call for lack of information.

a. The Reporting Custodian is normally responsible for OPREP-3 reporting.

b. In a situation where a transient aircraft, a station aircraft, or an aircraft where the Reporting Custodian is unknown, the MCAS Miramar, Commanding General, Chief of Staff, or the Airfield Operations Officer will authorize the release of an OPREP-3.

c. After consent, the ODO will make the initial telephone report as soon as possible (within five minutes) of a mishap involving station aircraft.

d. The telephone call will be to the Marine Corps Command Center. The DSN (Defense Switch Network) numbers are:

(1) Primary 225-7366.

(2) Alternate 851-3620.

e. The follow-up message will be sent by the MCAS Chief of Staff, the Airfield Operations Officer, or the Aviation Safety Officer.

3. INFORMATION. Depending on the severity of the incident, one of the following formats will be utilized for the telephone and message report:

a. OPREP-3 Pinnacle. This report is used when an aircraft mishap or incident has or could stimulate national level interest. Those accidents which result in civilian injuries or death are such mishaps.

PREMISHAP PLAN

b. OPREP-3 Navy Blue. This report is used to provide CNO/CMC with information concerning mishaps of military, political or press interest, which are of high Navy/Marine Corps interest vice national level interest. Accidents occurring on military property, in remote areas or those resulting in minimal damage are examples of such mishaps.

c. Message format instructions:

(1) Precedence:

- (a) OPREP-3 Pinnacle - FLASH.
- (b) OPREP-3 Navy Blue - Immediate.

(2) Addressees are as follows:

(a) OPREP-3 Pinnacle:

TO: NMCC WASHINGTON DC
CNO WASHINGTON DC
CMC WASHINGTON DC
COMCABWEST MIRAMAR CA

INFO: NOSIC SUITLAND MD

(b) OPREP-3 Navy Blue:

TO: CNO WASHINGTON DC
CMC WASHINGTON DC
COMCABWEST MIRAMAR CA

INFO: NOSIC SUITLAND MD

(3) Serial number of aircraft will be "MCAS Miramar1-0_" for the first OPREP-3 of the calendar year. Subsequent messages on the same incident will be 1-0_A, B, etc. A second incident in the same calendar year will be 2-0_.

(4) Format for message and telephone reports are as follows:

(a) OPREP-3 Pinnacle:

CLASSIFICATION
OPREP-3 PINNACLE/M62974/SERIAL NO.
1. INCIDENT.
2. CDR'S ESTIMATE.

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3. REFERENCE.
4. DETAILS.
 - a. TIME.
 - b. LOCATION.
 - c. NARRATIVE.
5. LOSS/DAMAGE.
6. REMARKS.

The report will always end in one of the following manners:
LAST OPREP-3 REPORT THIS INCIDENT or AMPLIFYING INFO TO FOLLOW.

(b) OPREP-3 Navy Blue is the same format as Pinnacle except for subject line which will be as follows:

OPREP-3 NAVY BLUE/M62974/SERIAL NO.

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APPENDIX G

WITNESS STATEMENTS (ENGLISH/SPANISH)

1. The timely identification of witnesses is an important step in the conduct of a successful investigation. In many cases, the evaluated statements made by witnesses may point directly to the immediate area to which the investigation should be directed. Often, witnesses who do not come forward voluntarily can be found through local police, news media, rescue agencies, or by going door to door along the aircraft's flight path.

2. Try to obtain a statement from witnesses as soon as possible, preferably before witnesses can compare their views with those of others. When interviewing witnesses the investigator must be as courteous as possible. They must make every effort to make the witness feel comfortable and willing to talk openly. Before starting the interview they should explain to the witness that their statement will be used only for safety purposes to prevent a possible reoccurrence of this mishap and that any information they may have could be the key to solving the cause of the mishap. Do not explain safety privilege unless the witness is hesitant. Inferences to legal proceedings may scare them off. If they are hesitant to talk freely explain that if legal proceedings are initiated in relation to the mishap their statement legally cannot be used in those proceedings. Their statement will be handled confidentially and seen only by safety officials interested in preventing other mishaps. The following procedures are very helpful in obtaining thorough witness statements.

a. If possible take the witness back to the spot at which they observed the mishap.

b. Allow the witness to relate their story uninterrupted.

c. Record their statement verbatim if possible. Ask the witness if the use of recording equipment would make them feel uncomfortable.

d. Use a model of the aircraft to assist the witness in describing the flight characteristics of the aircraft.

e. Determine the credibility of the witness and any aeronautical experience or knowledge.

f. Obtain their full name, address and phone number in case further clarification or information is required.

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3. The statements of the flight crew should be taken as soon as possible, with due consideration for their physical condition. The flight surgeon will determine if the crew is in a condition to permit interviews and shall be consulted prior to taking statements. Statements of the crew shall be tape recorded.

4. When possible, immediately record the initial statements of the witnesses to obtain maximum retention and clarity. Then proceed with the items as listed on the form below.

5. This statement may be filled in either by the witness or the interviewer in the presence of the witness.

a. Name of witness

b. Address

c. Phone

d. Aviation experience

e. Time of mishap _____

f. Distance and position of witness from mishap

g. Local weather

h. Wind direction and velocity

i. Describe everything seen or heard from the aircraft. Include attitude, altitude, direction and any unusual maneuver or circumstances.

j. Location of bodies relative to wreckage and any evidence regarding the use or attempted use of survival or emergency equipment.

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k. Anything seen falling from the aircraft

l. Description of articles falling from aircraft

m. Fire in air/where on aircraft

n. Fire on ground/time from impact

o. Was anything found lying apart from main wreckage

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WITNESS STATEMENTS (ENGLISH/SPANISH)

1. When possible, immediately record the initial statement of the witness then proceed with the terms listed below. Cuando sea posible apunten inmediato el testimonio inicial de los testigos arculos de abajo.

2. This form may be completed either by the witness or the investigator, in the presence of the witness. Esta forma puede ser completada por el testigo o por el investigador en la presencia del testigo.

a. Name/Nombre

b. Address/Direccion

c. Telephone Number/Numero de telefono

d. Aeronautical experience/Experiencia aeronautica

e. Position and distance from aircraft at time of the mishap./ La posicion y distancia que estaba del avion durante el accidente.

f. Local weather conditions/El estado del tiempo en la area local

g. Wind Velocity and direction/Viento velocidad y direccion.

h. Please describe in detail the actions and sounds coming from the aircraft prior to, during and after the mishap.

- Mention in descriptive terms such items as: crew members, fire, aircraft structural integrity, time of occurrence, direction of flight and any other items you may have noticed.

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Porfavor describan en detalles la accion y sonido que transmitia el avion antes, durante y despues del accidente. Mencione en terminos descriptivos sobre los siguientes: tripulacion del avion, la hora que ocurrio, direction del vuelo, y qualquier detalle que usted haya notado.

i. Fire and/or explosion (inflight or after impact)./ Fuego explosion (durante el vuelo o despues del impacto).

j. Note position of bodies relative to the crash and any evidence regarding use or attempted use of emergency equipment./ Posicion de los cuerpos relativous con el accidente y alguna evidencia en uso o atendo de usar equipo de emergencia.

k. Use the space below for remarks, drawings or pictures as needed./ Use el espacio de abajo para comentar qualquier cosa o dibujos o retratos que sean necesario para esta investigacion.

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APPENDIX H

NEAR MIDAIR COLLISION REPORT

1. Requirement. A Near Midair Collision (NMAC) Report will be submitted whenever a near midair collision takes place.
2. Definition. A NMAC occurs when, in the pilot's opinion, the safety of an aircraft was jeopardized by the proximity of another aircraft as defined in reference (a).
3. Instructions. General instructions are contained in reference (a). The text of the message will provide as much of the following information as is known.
 - a. Date, time (GMT) of NMAC, and indicate whether dawn, day dusk, or night.
 - b. Location (bearing and distance from a well defined landmark, air field, or navigational aid, in addition to latitude and longitude to the nearest minute) and flight level/altitude of the incident.
 - c. Model and BUONO of reporting aircraft; destination; and rank/name of pilot.
 - d. Type of flight plans; station altimeter setting used.
 - e. Detailed weather conditions at flight level/altitude.
 - f. Approximate courses of both aircraft; indicate if one or both aircraft were climbing, descending, turning or in level flight.
 - g. Separation in distance at first sighting; proximity at the closest point, horizontal and vertical; length of time in flight prior to evasive action.
 - h. Degree of evasive action taken, if any (by both aircraft, if possible); injuries, if any.
 - i. Any other information deemed helpful in the effort to reduce collision potential.

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APPENDIX I

NAVAL AVIATION HAZARD REPORT

1. Requirement. The Naval Aviation Hazard Report (NAHR) will be submitted whenever any hazardous or potentially hazardous condition is encountered which could cause death or injury to personnel and/or loss or damage to aircraft or property. This report is provided to report incidents not covered elsewhere in OPNAVINST 4790.2G or reference (a).

2. Instructions. Aviation hazards which are reportable utilizing the NAHR shall be transmitted within ten (10) calendar days including the following information.

- a. Command submitting hazard.
- b. Date and local time hazard noted.
- c. Location of hazard such as station ICAO identifier or bearing/distance from NAVAID. If airborne, include latitude and longitude to nearest minute.
- d. Model aircraft, BUNO, and aircraft radio call.
- e. Equipment, service, or agency involved. Identify any equipment by model, make and equipment code, if known.
- f. Description of hazard.
- g. Remarks and/or recommended corrective active.

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APPENDIX J

MISHAP INVESTIGATION KIT INVENTORY

1. The box designated for aircraft mishap investigation equipment is located at the Miramar Flight Division Building. Point of contacts is the Station ASO. The inventory list is as follows:

BOX (Gray suitcase)

<u>QUANTITY</u>	<u>ITEM</u>
2	1" Masking Tape
12	Pencils (Assorted Colors)
1	1:500,000 TPC Map (G-19D)
2	Legal Pads (Yellow)
2	Legal Pads (White)
1	Graph Paper Pad (Yellow)
6	Marker, Fine Tip (Red)
5	Matches, Pack
6	3" X 5" Note Pads
1	3" X 5" Index Cards
1 Bundle	Identification Tags (round)
1	Compass
1 Bag	Rubber Bands
1 Box	Pencil Lead Refill (Red)
1 Bag	Chalk
10	Marker, Fine Tip (Assorted Colors)
15	Markers, Grease (Assorted Colors)
26	Sample Bags, Plastic
1 Pair	Scissors
3	Pencils, Mechanical
2 Bundles	Identification Tags (White)
7	Material Identification Tags
14	Sample Bottles
1	100 foot Tape Measure

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APPENDIX K

POINTS OF CONTACT PERTINENT TO AVIATION SAFETY

1. Naval Safety Center
Aircraft Mishap Investigators
Routine: DSN 564-3321/COMM 804-444-3321
Mishap Telephone Report: DSN 564-2929/COMM 804-444-2929
2. Analyst for your aircraft
DSN 564-1211/COMM 804-444-1211
See OPNAVINST 3750.6 Appendix D for other NSC phone numbers
3. Aviation Safety Programs, NPS Monterey
DSN 878-2581/2/3/COMM 408-646-2581/2/3
4. Armed Forces Institute of Pathology
DSN 291-3232/COMM 202-576-3232
5. Naval Air Systems Command, Aviation Safety
DSN 222-1234/1292/COMM 703-692-1234/1292
6. National Transportation Safety Board (NTSB)
COMM 202-382-6569
7. Naval Weapons Center, China Lake
DSN 437-3449/3202/COMM 619-939-3449/3203
8. Cognizant Field Activities, NADEP Product Support Directorate
(Addresses located in OPNAVINST 3750.6 Appendixes E, F)
9. NADEP Alameda (P-3/A-3/S-3/T56/TF34)
(PSD) DSN 993-6951/COMM 415-263-6951
10. NADEP Cherry Point (DSN-8/OV-10/C-130/C-131/H-46/F402/T400/
T76/J79)
(PSD) DSN 582-7055/COMM 919-466-7055
11. NADEP Jacksonville (A-7/R1820/J52/TF41)
(PSD) DSN 942-3140/5454/COMM 904-772-3140/5454
12. NADEP Norfolk (A-6/F-14/J57/TF30/F110)
(PSD) F-14 DSN 564-8836/COMM 804-444-8836
(PSD) A-6 DSN 564-8416/COMM 804-444-8416

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13. NADEP North Island (C-2/E-2/F-5/FA-18/F-4/RF-4/F404/T58/T64)
(PSD) DSN 735-3957/COMM 619-545-3957
14. NADEP Pensacola (A-4/H-1/H-2/H-3/H-53/H-57/H-60/T-2/T-34B/
T-39/J60/J85/T53/T700)
(PSD) DSN 933-2561/COMM 904-455-2561
15. NADEP OPS CENTER, Patuxent River (C-9/JT8D)
DSN 356-3575/COMM 301-863-3575
16. NAVAIRSYSCOM WASH., D. C. (C-12/T-34C/T-4C/C-20/V-22/E-6)
(ASO) DSN 222-1234/1292/COMM 703-692-1234/1291

CIVILIAN LAW ENFORCEMENT

San Diego County Sheriffs Office	(619) 565-5200
San Diego City Police Department	(619) 531-2000
California Highway Patrol	(619) 220-5492