



1 March 2007

SAFETY INVESTIGATIONS AND REPORTS

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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OPR: HQ CA ANG/A3

Certified by: HQ CA ANG/CS (Col Dennis Sarkisian)

Supersedes AFI 91-204/CA ANG Supplement 1, 1 Jul 04

Pages: 3

This instruction implements (AFPD) 91-2, *Safety Programs* and establishes CA ANG safety reporting requirements, responsibilities, and procedures for unit commanders. This instruction is applicable to all CA ANG units. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 37-123 (will convert to AFMAN 33-363), Management of Records, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://afirms.amc.af.mil/>.

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

AFI 91-204, 14 Feb 2006, is supplemented as follows:

1.3.2 (Added) Mishaps and events may be reportable under this supplement even if it does not meet the requirements of AFI 91-204. Commanders at all levels shall report mishaps or event to HQ CA ANG A3/A3X if required by AFI 91-204, this supplement, or Adjutant General Commander Critical Information Requirements (CCIR). It shall be the responsibility of the unit commander to notify JFHQ Air Division of any accident or incident that is significant or may have an adverse effect on the CA ANG.

1.3.3.1 (Added) Injury from a hostile force during state operations, MSCA, or DSCA are to be reported. Telephonic notification should be made as soon as possible following the occurrence, or, in some instances, on the next work day. In either case, the telephonic notification will be followed by a written summary of the event(s) if so requested by HQ CA ANG.

1.3.3.5 (Added) Report instances of this kind to HQ CA ANG A3/A3X/CS/CC.

1.3.3.6 (Added) Report instances of this kind to HQ CA ANG A3/A3X.

1.3.3.10 (Added) Report instances of this kind involving CA ANG personnel on or off duty to HQ CA ANG A3/A3X/CS/CC.

- 1.3.3.11 (Added) Report instances of this kind involving members of the CA ANG to HQ CA ANG A3/A3X/CS/CC.
- 1.3.3.14 (Added) Report instances of this kind to HQ CA ANG A3/A3X as a minimum.
- 1.3.3.14.1 (Added) Report instances of this kind if injury requires hospitalization or misconduct has occurred involving members of the CA ANG to HQ CA ANG A3/A3X/CS.
- 1.3.3.16 (Added) Report instances of this kind involving members of the CA ANG to HQ CA ANG A3/A3X/CS/CC.
- 1.3.3.19 (Added) Report instances of this kind if injury requires hospitalization or misconduct has occurred involving Title 5 ANG state employees to HQ CA ANG A3/A3X/CS.
- 1.3.3.21 (Added) Report instances of this kind only if operations are significantly affected to HQ CA ANG A3/A3X as a minimum.
- 1.5 (Added) Add HQ CA ANG A3/A3X/A3O as additional addressee on required reports to MAJCOMS.
- 1.7.1.1 (Added) Report mishaps/events of this kind involving CA ANG operating NON DOD UAV aircraft or equipment to HQ CA ANG A3/A3X/A3O.
- 1.7.1.2 (Added) Report instances of this kind involving CA ANG operating DOD UAV aircraft or equipment to HQ CA ANG A3/A3X/A3O.
- 1.8.1 (Added) Report mishaps/events of this kind involving the CA ANG to HQ CA ANG A3/A3X/A3O.
- 1.8.2 (Added) Report mishaps/events of this kind involving the CA ANG to HQ CA ANG A3/A3X/A3O.
- 1.8.3 (Added) Report mishaps/events of this kind involving the CA ANG to HQ CA ANG A3/A3X/A3O.
- 1.8.4 (Added) Report mishaps/events of this kind involving the CA ANG to HQ CA ANG A3/A3X/A3O.
- 1.8.5.1 (Added) Report mishaps/events of this kind involving the CA ANG to HQ CA ANG A3/A3X.
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- 1.8.5.4 (Added) Report mishaps/events of this kind involving the CA ANG to HQ CA ANG A3/A3X.
- 1.8.5.5 (Added) Report mishaps/events of this kind involving the CA ANG to HQ CA ANG A3/A3X.

3.3 (Added) Units reporting mishaps/events must ensure appropriate safeguards and markings are placed on all reports to this or other reporting channels to ensure confidentiality of the safety reporting process is maintained.

6.2 (Added) Telephonic reports will be routed to HQ CA ANG A3/A3X, Headquarters, California Air National Guard, during normal duty hours (DSN 466-3700/3044/3564; commercial 916/854-3700/3044/3564. Written reports will be routed to Headquarters, California Air National Guard, ANG/A3, P.O. Box 269101, Sacramento, CA, 95826-9101. Information copies will be sent to the appropriate intermediate headquarters and/or other agencies or individuals as required by AFI 91-204 or this supplement. Forward information copies of all mishap reports to HQ CA ANG/A3/A3X, or ensure HQ ANG/A3/A3X is an addressee on all mishap reports submitted by electronic message.

DMS SMPT E-Mail: CAHQANGUC@DMS.NGB.ARMY.MIL

DMS Message address:

[OU1=ANRW1;OU2=CAHQANG;O=VA1;A=DMS;C=US;DDA:MSXCX500=C:US,O:U.S.
Government,OU:DoD,OU:AF,OU:ANG,OU:Organizations,OU:STATE
HEADQUARTERS,L:CALIFORNIA,OU:CAHQANG\(UC\)](mailto:OU1=ANRW1;OU2=CAHQANG;O=VA1;A=DMS;C=US;DDA:MSXCX500=C:US,O:U.S.Government,OU:DoD,OU:AF,OU:ANG,OU:Organizations,OU:STATE HEADQUARTERS,L:CALIFORNIA,OU:CAHQANG(UC)@DMS.NGB.ARMY.MIL)

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