

Mishap Reporting Program

Injuries:

- All injuries to MCB Quantico Marines, on or off duty, must be reported via the Enterprise Safety Application Management System (ESAMS), regardless of how minor
- All work related injuries to MCB Quantico employees must be reported via ESAMS, regardless of how minor
- Any work related loss of consciousness must be reported
- Any Marine or Civilian who is diagnosed by the Naval Health Clinic with a Permanent Threshold Shift (STS) in their hearing, must notify their supervisor, the supervisor must report the STS as a mishap
- Tenant activities aboard MCB Quantico will report all injuries meeting Navy/USMC/OSHA requirements via the Web Enabled Safety System (WESS)

Property Damage:

- Any incident involving damage to Marine Corps owned property must be reported as a mishap, this includes GOV accidents
- All Reported mishaps will be investigated and tracked by a qualified Safety Specialist
- For questions regarding the Mishap Reporting Program, please contact Mr. Dan Ruchka at 703-784-5126 or at daniel.ruchka@usmc.mil

Below is the hyperlink to MCO P5102.1 B, Navy & Marine Corps Mishap and Safety Investigation, Reporting, and Record Keeping Manual:

<http://www.safety.marines.mil/Portals/92/Docs/MCO%20P5102.1B.pdf>