

Department of the Army
Headquarters, U.S. Army Garrison
462 Hamilton Road, Suite 120
Fort Sill, Oklahoma 73503
16 September 2009

*Fort Sill Regulation 385-4

Safety
FORT SILL GROUND PRE-ACCIDENT PLAN

Summary. This regulation prescribes actions to be taken when an accident occurs on the Fort Sill military reservation IAW AR 385-10. This plan applies to all Fort Sill units and to ground accidents severe enough to require dispatch of first responders.

Applicability. This policy and guidance prescribed by this regulation applies to all official Fort Sill administrative publications prepared by HQ, USAG for use by Fort Sill organizations, regardless of format or delivery medium.

Supplementation. Supplementation of this regulation is prohibited without prior approval from the Installation Safety Office, 2587 Currie Road, Ste 200, Fort Sill, OK 73503.

Suggested Improvements. The proponent of this regulation is the Installation Safety Office. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications are Blank Forms) directly to the Installation Safety Office.

Distribution. This regulation is distributed solely through the DHR, ASD Homepage at <http://sill-army.mil/dhr/Admin Svc Div/ Index.html>.

*This publication supersedes USAFACFS Regulation 385-4, 9 October 2002.

1. Purpose. This regulation prescribes actions to be taken when an accident occurs on the Fort Sill military reservation. This plan applies to all Fort Sill units and to ground accidents severe enough to require dispatch of first responders.

2. References.

- a. AR 360-1, Public Affairs.
- b. DA Pamphlet 385-1, Small Unit Safety Officer and NCO Guide.
- c. AR 385-10, Army Safety Program
- d. DA Pamphlet 385-10, Army Safety Program

- e. DA Pamphlet 385-40, Army Accident Investigation and Reporting.
- f. AR 420-1, Army Facility Management, Chapter 25.
- g. AR 600-8-1, Army Casualty System.

3. Fort Sill Pre-Accident Plan Evaluation. The Installation Safety Manager (ISM) will evaluate the Fort Sill Ground Preaccident Plan annually, either during an actual ground accident, "mock" drill, or mass casualty exercise. During the "mock" drill evaluations, all first responders will participate. The ISM or Installation Operation Center will notify secondary responders to participate as deemed necessary to ensure that the plan is fully exercised.

4. Initial Accident Report. The first person observing or receiving a report of a severe ground accident on Fort Sill will call 911 or radio range control for emergency assistance and provide the following information:

- a. Location of the accident.
- b. Type of equipment or weapon system (if available).
- c. Description of the damage or accident.
- d. Number of personnel injured and severity of injuries (if known).
- e. Whether or not fire is involved.
- f. Whether or not hazardous cargo is on board.
- g. Accessibility to the location by ground vehicles.
- h. Name, rank, organization, location, and telephone number of individual reporting the accident.

5. First Responders. The emergency 911 section will dispatch the First Responder to the accident scene. The first agency to arrive will verify the legitimacy of the accident. The Military Police will notify the Installation Operations Center (IOC). The following agencies will normally respond:

- a. Fire Department.
- b. Military Police.
- c. Ambulance Section Medical Department Activity (MEDDAC). NOTE: Medical Evacuation Team (MEDEVAC) may be placed on standby if not a primary responder.

- d. 761st Explosive Ordnance Detachment when explosives are involved.
- e. Range Control when incidents/accidents occur on ranges or in training areas.

6. Secondary Responders.

- a. Installation Safety Office (ISO) - 442-4215 or 442-4701.
- b. Public Affairs Officer (PAO) - 442-4500.
- c. Director of Logistics (DOL) - 442-2468.

7. Other Agencies.

a. Some accidents (e.g., those involving serious injuries or fatalities) may require action by agencies and/or personnel not listed on the first or secondary responders. IOC will notify these sections at the request of the ISO, as required, using normal telephonic channels. Agencies that have potential involvement are listed below and are listed under "other."

- (1) Accident Investigation Board.
- (2) Staff Judge Advocate.
- (3) Post Chaplain.
- (4) Directorate of Public Works.
- (5) Directorate of Emergency Services (Environmental).
- (6) DHR Military Personnel Division (Casualty Section).
- (7) Criminal Investigation Division (notify upon death of any military or military dependent).

b. Telephone Number Alert Rosters. Organizations must update Accident Alert Rosters semiannually.

8. Incident Commander. The Fire Department is the Incident Commander and is the overall site coordinator until all hazards are under control, rescue operations are complete, and the area has been declared safe. If the accident involves a fatality, CID will determine if the site is a crime scene or an accident scene. If it is deemed to be an accident scene, release the site to the ISO. The ISO will act as the site coordinator pending arrival of the accident investigation board. The MPs will provide crowd control security for the accident site until guards arrive.

9. Command Notification Procedures. The IOC will inform the Command Group in accordance with instructions contained in appendix A.

10. Termination of Emergencies. The Fire Department Incident Commander that responds to an emergency will notify the IOC when all phases of firefighting and rescue operations are completed and turn the accident scene over to the ISO.

Appendix A

Ground Pre-Accident Plan Implementing Instructions

A-1. General.

a. The Fort Sill Ground Preaccident Plan is the direct responsibility of the Commanding General, United States Army Fires Center Of Excellence Fort Sill, Oklahoma. All commanders and directors are responsible for implementation of this plan.

b. All units, organizations, and individuals will maintain close coordination with all organizations having similar or related functions in order to obtain maximum effectiveness. This refers particularly to accidents which may require outside assistance to accomplish rescue, medical attention, extinguish fires, adequate safeguarding of property, or investigations.

c. Individuals will report accidents by telephone to 911. Units on ranges will notify Range Control, by radio, who will report the accident by telephone to 911. The MPs will notify the IOC.

d. All activities listed in this plan will ensure personnel responding to this plan are familiar with all applicable procedures.

A-2. Installation Operations Center.

a. IOC will notify in order:

(1) The Fires Center of Excellence /Garrison Command Group with time and place of the accident.

(2) Type equipment, weapon system, and unit involved.

(3) Injuries sustained by personnel (if none, so state).

(4) Brief description of accident, if known.

(5) Commander of the unit owning the equipment involved in the accident.

(6) Directorate of Plans, Training, Mobilization and Security.

b. Notify secondary responders and place them on standby until the Incident Commander at the accident scene has completed rescue operations and declared the area safe. (NOTE: PAO may go to the scene immediately if civilian media are present, or their arrival is anticipated).

c. Coordinate the submission of a Serious Incident Report (SIR).

A-3. Fort Sill Fire Department.

a. Fire and Emergency Services (F&ES) will respond immediately to accidents occurring anywhere on the military reservation, or within a 15-mile radius of Fort Sill at the direction of the Fire Chief or Senior Fire Officer.

b. Post Fire Department serves as the Incident Commander at the scene and controls the operations until the threat of fire and/or rescue operations have been terminated.

c. If the location or nature of accident indicates a need for "additional" fire extinguishing capabilities, F&ES initiates direct request from appropriate mutual aid agencies.

d. F&ES will keep a current Fort Sill Special 1:50,000 map available in each vehicle and one conspicuously posted in the Fire Station. F&ES ensures that all personnel are familiar with the map and know the off-post fire stations location and maintains telephone numbers with the preaccident plan.

e. F&ES advise the IOC when dangerous or hazardous cargo warrants the presence of specialists, (Ordnance Officer, Chemical Officer, etc).

f. Post Fire Department activates the Fort Sill Local Emergency Plan if environmental or hazardous cargo is involved. Proponent for this plan is the Directorate of Emergency Services, Environmental Quality Division.

A-4. U.S. Army Medical Department Activity, Reynolds Army Community Hospital (RACH). MEDDAC will:

a. Send one completely equipped ambulance to include medical personnel from the Ambulance Section to accident scenes.

b. Keep a current Fort Sill Special 1:50,000 map available in each emergency vehicle and one conspicuously posted in the emergency room. Ensure that all personnel are familiar with the map.

c. Comply with the MEDDAC Emergency Preparedness Plan.

d. Coordinate ambulance routes to and from accident site with the onsite units using communications through local 911 dispatches, IOC, and the MEDDAC EMS ambulance section.

e. Supervise transportation of the injured; the senior EMS physician on duty may divert casualties to civilian MTFs depending on the number of casualties and the types of injuries suffered. Provide emergency medical treatment to all as needed.

f. Obtain body fluids if required by investigating authorities, and maintain a formal chain of custody on such items IAW established procedures.

A-5. Fort Sill Weather Operations (FSWO). Weather Detachment, upon notification or actual sighting of an accident will:

a. Immediately take and record a special weather observation if FSWO forecasters are augmenting the FMQ-19 Automatic Meteorological Station. (Make a transcript for Accident Investigation Board.)

b. Coordinate with the 26th Operational Weather Squadron to ensure all required data is saved and provide additional weather information as required.

c. Be a member of the Accident Investigation Board if weather factors are thought to have been contributing factors to the accident.

A-6. Directorate of Plans, Training, Mobilization and Security. DPTMS will:

a. Provide direction to the IOC and Range Control.

b. Design and coordinate exercises of the plan.

c. Provide photographers and photo processing to the accident investigation.

A-7. Installation Safety Office. ISO will:

a. Proceed to the scene of the accident after the rescue operations are completed. ISO will take charge of, and control access to the site until arrival of the Accident Investigation Board.

b. Ascertain the classification of the accident.

c. Establish and control an "accident pass" system.

d. Review implementation of this plan to ensure that all agencies conduct periodic tests to ensure the adequacy of the plan for all phases and circumstances.

e. Arrange to provide a photographer and survey team at the accident site.

f. Notify the Combat Readiness Center DSN 558-2660/3410, Commercial (205) 255-2660, immediately when the accident is a Class A, B, or C.

A-8. Public Affairs Office. PAO will:

a. Determine whether a PAO representative is needed at the accident site.

b. Advise the senior officer on the scene of news media activity in the area and coordinate with the President of the Accident Investigation Board or the ISO to permit appropriate interviews and photographs.

c. Establish ground rules with the senior officer or security officer on the scene for media access.

d. Inform media representatives of the ban on photographing or sketching classified material in the area.

e. Maintain liaison with local news agencies in accordance with AR 360-1.

A-9. Directorate of Logistics (DOL). DOL will:

a. Provide technical assistance, facilities, and equipment necessary for the inspection, recovery, and storage of wreckage as required.

b. Provide estimates for damaged equipment and weapon systems.

A-10. Directorate of Emergency Services (DES), Law Enforcement Branch. DES will:

a. Provide adequate security and order at the accident scene to prevent pilferage of wreckage (IAW AR 360-1) until the arrival of the guard force. Equip Military Police with all necessary items to ensure they can maintain security.

b. Ensure that all Military Police patrols know the best routes to all general areas represented on the Fort Sill Special Map 1:50,000.

c. Determine off-post police departments most proximate to each off-post area and post telephone numbers and radio control data on the preaccident plan.

d. Provide radio communication by using patrol cars, when necessary.

e. Obtain evidence (e.g., clothing, photographs of injuries) for investigating authorities if required and maintain a formal chain of custody IAW established procedures.

A-11. Other.

a. Accident Investigation Board.

(1) The ISO is responsible for coordination with the Combat Readiness Center, Fort Rucker, Alabama, and Fort Sill units relative to the selection of the President and additional Board members.

- (2) Duties are outlined in DA Pamphlet 385-40 and AR 385-10.
 - (3) ISO will coordinate and provide assistance required.
- b. President of Accident Investigation Board. The President will:
- (1) Take appropriate action, as deemed necessary, in AR 385-10.
 - (2) Notify the IOC and ISO of pertinent accident data and progress of the accident investigation, when appropriate.
- c. Staff Judge Advocate. The Staff Judge Advocate will:
- (1) Provide legal advice to the Accident Investigation Board during the investigation of accidents or incidents.
 - (2) Investigate potential claims against the government.
- d. Post Chaplain will--
- (1) When needed, proceed to the accident scene and provide necessary services.
 - (2) Assist as a member of the Critical Incident Debrief Team as requested.
- e. Directorate of Public Works Environmental Management Division. DPW will, upon notification, provide personnel and apparatus to clear land, move earth, or perform other engineering functions relating to the accident that are within DPW's capability.
- (1) Provide the technical assistance for hazardous assessment, containment, clean up, and disposal of any hazardous material found at the accident site.
 - (2) Provide initial response to spill/release, incident assessment, and recommendations for evacuation/isolation.
 - (3) Conduct or coordinate clean up and disposal operations after approval of the Aviation Accident Investigation Board President or representative.
 - (4) Determine whether the hazardous material released by the accident/incident is reportable under Federal and State guidelines and file appropriate reports.
- f. DHR, Military Personnel Division Casualty Section. DHR, Military Personnel, Casualty Section will:
- (1) Provide an on-call roster to the IOC for personnel during nonduty hours.

- (2) Prepare and dispatch necessary casualty reports to appropriate agencies.
 - (3) Coordinate casualty notification officer actions and survivor assistance officer actions, as appropriate.
 - (4) Activate the Fort Sill Casualty Operations Plan, if necessary.
- g. 761st Ordnance Company (EOD). EOD will:
- (1) Provide technical guidance on explosive hazards.
 - (2) Render safe or dispose of the explosive hazards.

Appendix B Guard Force

B-1. General. The owning unit is responsible for providing the guard force for any accident. Military Police will provide initial site security.

B-2. Mishap Site Guards. The accident site guards will:

- a. Protect all military and civilian property in the vicinity of the accident site.
- b. Prohibit removal of deceased persons until approved by proper authority (i.e., Incident Commander, President of the Accident Board).
- c. Prohibit the movement of any wreckage, except to facilitate removal of injured personnel, until released by the President of the Accident Investigation Board. If an emergency occurs requiring movement of wreckage, show the Investigation Board the original location of the parts and inform them which parts were moved.
- d. Admit only authorized personnel access to the accident site.
- e. Prevent disturbance of physical evidence, such as gouges or marks on the ground.
- f. Not enter the accident site or tamper with any physical evidence or parts of the wreckage.
- g. Not smoke within 500 feet of the accident site. Recommend establishment of an authorized smoking area.
- h. Not allow photographing or filming of the accident site or personnel unless approved by the President of the Accident Investigation Board or the PAO. This pertains to accidents that occur on Fort Sill or a military reservation.
- i. Ensure that all classified materials are removed or covered prior to photographs or filming of the wreckage by news media. If problems are encountered, the Guard Force officer in charge should contact the Military Police.
- j. Not answer any questions or make any statements. Refer all questions to the President of the Accident Board or the PAO.

NOTE: Do not discuss this accident or share information about this accident with **anyone** except members of the Accident Investigation Board.

Appendix C Accident Site Hazards and Countermeasures

C-1. Purpose. The purpose of this annex is to ensure emergency response personnel are familiar with the potential health hazards present at the accident site and are knowledgeable and capable of implementing risk control measures to reduce or eliminate exposure to these hazards.

C-2. General.

a. Fort Sill Installation emergency response personnel that respond to the location of an accident site will incur increased risk from exposure to advanced composite material particulates, airborne fibers, toxic smoke and fumes, radiological hazards, and bloodborne pathogens. It is imperative that the following risk management controls and countermeasures be implemented to reduce the potential for exposure to accident site hazards.

b. Because accidents occur under a diverse assortment of weather and terrain conditions, with widely varying degrees of destruction, a universally applicable set of risk control precautions is not practical. However, potentially harmful vapors, gases, composite particulates, bloodborne pathogens, and airborne fibers necessitate that the following safety precautions be observed.

(1) **Minimize Unnecessary Personnel.** While any equipment or weapons system wreckage is still burning or smoking, only firefighters equipped with Self-Contained Breathing Apparatus (SCBA) will be in the immediate vicinity of the mishap until the Senior Fire Officer determines that the area is fire-safe. Advanced firefighting techniques, equipment, and protection may be required, although the specifics are beyond the scope of this appendix. Although proximity suits and SCBA should be adequate protection, firefighters should be aware of the potential puncture/abrasion hazards associated with wreckage/fire-damaged composites and any liquefied materials/chemicals. Although secondary in importance to extinguishing and controlling fire, take care to avoid high-pressure water break-up and dispersal of composite structures. Secure any loose ash or residue in place with liquid foam, as necessary until decontamination procedures are started. Containment of suppression and material effluent may be necessary, as determined by the on-scene authority.

(2) **Fire/Explosion.** For accident involving a fire/explosion, restrict all unprotected personnel from assembling downwind of the accident site and prevent them from entering the peripheral area, as determined by the on-scene commander (Senior Fire Department). As a guide, recommend the peripheral area be defined as more than 50 yards away from the damaged composite parts, but may vary depending on environmental conditions. Recommend roping or cordoning off the area as soon as possible and using a single entry/exit point. The only individuals authorized in the immediate accident site and peripheral areas will be those sufficiently protected.

**Appendix D
Ground Pre-Accident Plan**

Telephone Number Alert Roster

FIRST RESPONDERS

Fire Station 1, 2 &3
911

Military Police Company
442-2101

MEDDAC ER, Ambulance
Section
458-2726

SECONDARY RESPONDERS

Instl Safety Office
442-4215/4466

Public Affairs Office
442-4500

DOL
442-2468

OTHERS TO BE NOTIFIED BY INSTALLATION SAFETY MANAGER

761st EOD
442-2313

DPW
442-3015

DHR Military Personnel Division
Casualty Section
442-4055

Combat Readiness
Center
580-558-2660

Criminal Investigation
Division
442-5404

Post Chaplain
442-3319

Staff Judge Advocate
442-2685

IMWE-SIL-SO



RAYMOND P. LACEY
COL, FA
Garrison Commander

JAMES A. MILLER
Director of Human
Resources

DISTRIBUTION:
Fort Sill Internet