



CAP REGULATION 62-2

19 FEB 2019

APPROVED/G. VOGT/CAP/SE

MISHAP REPORTING AND REVIEW

CAP Regulation 62-2, dated 20 May 2014, including ICL 18-01, dated 20 February 2018, is supplemented as follows. NOTE: This supplement is new in its entirety. There is no PII information in this Supplement.

3 b. (Added) Internal Mishap Reporting. This Supplement, approved by CAP/SE as waiver authority, waives the requirement that each Wing publish its own Supplement to this regulation and establishes that GLR Supplement 1 fulfills that requirement.

3 c. (Added) Individual Wing Mishap Notification Process. All mishaps involving aircraft or vehicles, any injury requiring medical treatment beyond basic first aid, and any mishap requiring notification of the NOC IAW paragraph 3 a of this regulation shall be telephonically reported to the headquarters of the individual wing immediately using the notification process outlined below. The person contacted will notify the remainder of the required wing staff by appropriate means. The Wing Commander is responsible for maintaining the contact list with the Region Director of Safety. The automatic email generated by the SIRS mishap report is sufficient notification for other mishaps, as long as the report is initiated in SIRS within six hours of the mishap.

3 c (1). (Added) Notification Process The call in number for all Great Lakes Region Mishap Reporting is (877) 350-8641. Extensions for each wing, and for the region headquarters, are outlined in Attachment 2. Upon selecting the appropriate extension, the call will automatically be directed to the first available staff member for that wing or the region. If no answer is received the system will automatically switch to voice mail.

3 d. (Added) Great Lakes Region Mishap Notification Process. All mishaps requiring telephonic notification in paragraph 3 c of this supplement shall be telephonically reported to Headquarters, Great Lakes Region immediately using the notification process outlined below in addition to the notification(s) required in CAPR 62-2, paragraph 3. Wing Commanders will ensure that the Wing Safety Officer or his/her designee shall make this notification. A Squadron Commander may make this notification if he or she is unable to make a notification to the Wing Headquarters. That person will notify the remainder of the list by appropriate means. Only the Wing Commander has the discretion to override the need for telephonic notification.

(1) In addition to CAPR-62-2 requirements, the Great Lakes Region SE, CV, or CC will make notification to the Great Lakes Liaison Region and the NOC IAW CAPR 62-2. This is handled at the Region Command level to allow personnel to concentrate on the emergency. Notification to the Liaison Region may be delegated back to the Wing Reporting Officer with the consent of both officers.

MATTHEW R. CREED, Colonel, CAP
Commander

Attachment 1
COMPLIANCE ELEMENTS

No compliance elements established by this supplement.

ATTACHMENT 2
WING AND REGION HQ TELEPHONE EXTENSIONS

Telephone number: (877) 350-8641

Extensions:

GLR Headquarters – 2000

Illinois – 3000

Indiana – 4000

Kentucky – 5000

Michigan – 6000

Ohio – 7000

Wisconsin – 8000