



UNITED STATES MARINE CORPS

2D MARINE AIRCRAFT WING
II MARINE EXPEDITIONARY FORCE
POSTAL SERVICE CENTER BOX 8050
CHERRY POINT, NC 28533-0050

WgO 5102.1
DSS

AUG 11 2010

WING ORDER 5102.1

From: Commanding General, 2d Marine Aircraft Wing
To: Distribution List

Subj: POST-MISHAP BRIEF REQUIREMENTS

Ref: (a) OPNAVINST 3750.6R
(b) MCO 5100.29A
(c) MCO P5102.1B
(d) CMC WASHINGTON DC Msg 022017Z Feb 10

1. Situation. The purpose of this order is to address the intent, conduct and format of the post-mishap briefs required by references (a) through (d). These briefings include the seven-day brief to the Commanding General (CG), 2d Marine Aircraft Wing (2d MAW), the eight-day brief to the Assistant Commandant of the Marine Corps (ACMC), the brief given to the II Marine Expeditionary Force (II MEF) CG, and the 14-day brief to the Deputy Commandant for Aviation (DC/AIR). The intent and conduct will be covered within the body of this Order, while specific formats can be obtained from the 2d MAW Department of Safety and Standardization (DSS) or the Headquarters, U.S Marine Corps Safety Division website <http://www.marines.mil/unit/safety/Pages/welcome.aspx>.

2. Mission. Seven-day briefs are due within seven days of all Class A or B mishaps and for all non-combat deaths (deaths due to morbidity excepted). This includes deaths due to suicide and criminal activity. The seven-day brief is presented to the CG, 2d MAW, and serves as a precursor to the eight-day brief to the ACMC and the brief to the CG, II MEF. The 14-day brief applies only to aviation Flight Mishap/Flight Related Mishap/Aviation Ground Mishap (FM/FRM/AGM) Class A and B mishaps. This brief is between the CG, 2d MAW, and the DC/AIR, and occurs within 14 days of the 2d MAW Serious Incident Report (SIR) endorsement.

3. Execution

a. Commander's Intent. The intent of the seven-day brief is to provide a quick look at the mishap's known

DISTRIBUTION STATEMENT A: Approved for public release;
distribution is unlimited.

11 AUG 2008

circumstances and is not intended to "pin blame" or bypass the safety investigative process. It is intended to ensure that the chain of command has visibility over the circumstances surrounding the incident and highlight steps taken to prevent reoccurrence. Comments in the seven-day briefs are preliminary and non-binding, pending the outcome of the safety investigative boards. The 14-day brief is intended to provide the DC/AIR with advance notification on safety recommendations and corrective actions in order to share and incorporate them across Marine Aviation. For both the seven-day and 14-day briefs, great care must be taken to guard against the unauthorized disclosure of privileged information. These briefs are an additional requirement and do not alleviate Commanding Officers from other obligations required when a serious mishap occurs.

b. Concept of Operations

(1) Seven-day back brief to CG 2d MAW. The CG, 2d MAW requires the mishap unit commander (with the Group commander in attendance), to brief the mishap in person or Via Video Teleconference (VTC), within seven days of a serious mishap. The brief will be developed per the standardized format as listed on the DSS website: <http://www.marines.mil/unit/safety/Pages/welcome.aspx>. Group Commanders will provide an electronic copy of the brief to the CG, 2d MAW no later than seven days from the date of mishap. The brief will also be provided to the Assistant Wing Commander, Chief of Staff and 2d MAW DSS to enable them to fulfill their brief requirements. This brief will form the basis for the eight-day brief to the ACMC.

(2) Brief to the CG, II MEF. The CG, II MEF requires the mishap unit commander (with the Group and 2d MAW commanders in attendance), to brief the mishap in person or via VTC. It is the intent of the CG, II MEF to have the brief conducted within 14 days of the mishap date. However, scheduling conflicts may preclude this. Scheduling of the brief will be coordinated by the 2d MAW Staff Secretary and the 2d MAW DSS.

(3) Eight-day brief to the ACMC. The ACMC has further directed the first General Officer in a unit's chain of command (CG, 2d MAW in this case), to give him a brief within eight days of a serious mishap. The 2d MAW DSS will proofread the submitted brief and advise the CG, 2d MAW that the brief complies with applicable directives. When the CG, 2d MAW submits the brief to the ACMC, he will carbon copy Commander, Marine Corps Forces Command (COMMARFORCOM), CG II MEF, and the

20 AUG 2011

Director of Safety Division Headquarters Marine Corps (HQMC). For deaths due to suicide, the CG, 2d MAW will also carbon copy the Behavioral Health Affairs Officer.

(4) 14-day brief to the DC/AIR. This brief is from the CG, 2d MAW to the DC/AIR and is due within 14 days of the 2d MAW's endorsement of a Class A or B FM/FRM/AGM SIR. The brief may be submitted via phone or email. It will be prepared by the 2d MAW DSS. No action is required on the part of the Squadron or the Group DSS or commanders.

4. Administration and Logistics. The seven-day and the eight-day briefs are one and the same; they are merely given no later than (NLT) the seventh or eighth day following a mishap. The seven-day brief is given to the CG, 2d MAW no later than the seventh day following a qualifying mishap. The same brief is then forwarded by the CG, 2d MAW to the ACMC no later than the eighth day, thus the reference to the eight-day brief. The brief will sometimes be referred to as the seven/eight-day brief. The most current template for the brief can be found on the 2d MAW DSS Sharepoint website or the HQMC Safety Division website <http://www.marines.mil/unit/safety/Pages/welcome.aspx>.

5. Command and Signal

a. Command. These briefs are intended to inform the chain of command. They are not intended to usurp the mishap investigation process. Although the briefs may be prepared by staff officers at the direction of commanders, the intent is that the briefs will be presented by commanders.

b. Signal. This Order is effective as of the date signed.


R. W. REGAN
Chief of Staff

DISTRIBUTION: A