

MISHAP REPORTING PROCEDURE

In accordance with CAPR 62-2, 8 November 2002, members of the Mississippi Wing will adhere to the following:

1. In event of a mishap involving Mississippi Wing aircraft, vehicles, personnel or property, immediately notify the Wing Commander **by telephone**:

Col. John B. Wilkes (h) 866-228-5527, (cell) 228-623-4516

If the wing Commander cannot be contacted, notify one of the following:

LtCol. David Williams 866-228-5528, (cell) 228 860-5007

LtCol. Wes Bennett 866-228-5534, (cell) 228 217-5337

LtCol. Mike Hainsey 866-228-5531, (cell) 662 574-3218

2. If the mishap involves an aircraft, death and/or serious injury, the individual above who received initial notification will immediately accomplish the following notification by phone:

(a) National Operations Center 1-888-211-1812.

(b) Nat'l Chief, Safety 334-953-5352; General Counsel 334-953-334-953-6019

(c) National Headquarters (during non duty hours) Air University Command Post: 334-953-7474; CAP Legal Counsel: 334-272-058

(d) State Director Richard Hodges (o) 866 228-5526 (h) 601 878-2799

(e) SER Commander Col Antonio J. Pineda (o) 954-958-5429 (h) 954-472-4710 © 954-605-2636

(f) MSWG Safety Officer Capt Duke Parrett (h) 662-327-7062 or Col Roy Gibbons (h) 601-482-4412

3. Notification should include the following information relative to the mishap date: (a) and time, (b) place, (c) activity at time of mishap [e.g. practice SAR, cadet encampment, proficiency flying etc], (d) equipment/property involved (if aircraft, include tail number, (e) personnel injuries or fatalities (include names if known), and (f) brief summary of the mishap (Note: Do not delay initial notification even though some of the desired information is unavailable. Supplemental data can be phoned in when available. Also, do not hesitate to call day or night, office or home).

4. Note that completion of the CAP Form 78 (mishap Report) is a unit commander responsibility. All Forms 78 will be submitted within 48 hours following a mishap. Completed reports of investigation CAP Form 79 will be submitted to Wing Headquarters within 25 days following the accident. Wing Headquarters will reproduce additional copies as needed and then accomplish distribution as outlined.

JOHN B. WILKES, Colonel, CAP
Commander

updated 20 July 2004