

North Dakota Army National Guard
DA FORM 285-AB-R
ABBREVIATED GROUND ACCIDENT
REPORT (AGAR)
POCKET REFERENCE CARD V1.4

ALL ACCIDENTS (REGARDLESS OF THE CLASS OR PERSONNEL STATUS) MUST BE REPORTED TO THE STATE SAFETY OFFICE. 701-333-2281/2280 Fax 701-333-2282

INSTRUCTION FOR USE: This card can be used to provide the codes for the completing the AGAR that normally requires referencing AR 385-40. This sheet provides only those codes for scenarios normally experienced by NDARNG units/activities. Listed codes are the acceptable entries for the corresponding block numbers on the AGAR. If an appropriate entry cannot be located on this card, then the CRC AGAR Preparation Guide or AR 385-40 shall be referenced. **AGAR's will only be completed for on duty Class C-D and off duty Class A-D! On duty Class A & B require an Accident Investigation Board (IAI/CAI).**

Block#3 – IAW AR 385-10, para 3-4

Class A

Property: damage of \$2,000,000 or more.

Injury or Occupational Illness: death or permanent total disability (PTD).

Class B

Property: damage > \$500,000 < \$2,000,000.

Injury or Occupational Illness: permanent partial disability (PPD) or three or more personnel are hospitalized (inpatient for treatment) resulting from a single occurrence.

Class C

Property: damage > \$50,000 < \$500,000.

Injury or Occupational Illness: a nonfatal injury/illness causes any loss of time from work beyond the day or shift on which it occurred.

Class D

Property: damage > \$2,000 < \$50,000

Injury or Occupational Illness: Injuries that result in restricted work activity, transfer to another job, medical treatment greater than first aid.

NOTE: If a Formal or Informal LOD is required, an AGAR is required and forwarded to the State Safety Office

Block#5c - UNIT BRANCH: Two-letter identifier for unit branch – (e.g., Infantry - IN, Armor – AR, Aviation – AV, etc). Table 4-2, p 19

Block#5d - MACOM: NGB

Block#6b - TYPE LOCATION: Table 4-3, p 19-20

Maintenance/fabrication facility

A1 -Vehicle facility (motor pool, maintenance shop)

A2 -Aircraft facility (Hanger)

A4 -Engineer Facility (carpentry, electrical, plumbing)

A5 –other maintenance facility

Travel ways/routes

B1 -Pedestrian (sidewalk)

(continued on panel 2->)

Panel 2

- B2** -Vehicle trail (tracked/tactical)
- B3** -Roadway (street/curb/shoulder/driveway)
- B4** -Parking lot
- B5** -Aircraft way (flight line/runway)
- B6** -Railroad

Other Operational facilities/areas

- C1** -Office/admin building
- C3** -Construction site
- C12** -ARNG Armory

Training areas

- D1** -Range (small arms/Individual weapons)
- D2** -Range (crew-served weapons)
- D3** -Range (aerial firing/bombing)
- D5** -Dedicated non-firing area (obstacle course/LZ/PZ/DZ)
- D6** -Temporary training area (unit assembly/bivouac area)
- D9** -Urban Training

Service Facilities

- E2** -Chapel/church
- E6** -Medical care facility
- E9** -Post Exchange
- E10** -Dining Facility

Terrain/water locations

- F1** -Sloped terrain (ditch/mountain)
- F2** -Wooded terrain (forest/swamp/marsh)
- F3** -Open terrain (field/desert)
- F4** -Moving bodies of water (creek/stream/river)
- F5** -Standing bodies of water (pond/lake/ocean)
- F6** -Lake shore/beach

Storage Facilities

- G1** -Storage buildings (ammo bunker/warehouse/barn/storage)
- G2** -Outside storage area (POL dump/property disposal area)

Recreation/Entertainment Facilities

- I1** -Indoor facilities (bowling alley/ gym/theater/swimming pool)
- I2** -Outdoor facilities (playing fields/ golf course/swimming pool)

Housing facilities

- J1** -Family quarters
- J2** -Individual housing (BOQ/BEQ/barracks/rooms)

Freight and passenger terminals

- K1** -Airport/airfield (includes control tower)
- K2** -Rail station/yard
- K3** -Port/dock/wharf
- K4** -Vehicle terminal (Bus station/truck terminal)

School

- L2** -Army operated training facilities/classroom
- L3** -Non-Army operated training facilities/classroom

Block#9: Vehicle/Equipment/Material Involved "Involved" means vehicle/equipment/material/property that is damaged, whose use or misuse, contributed to the accident or whose material failure/malfunction caused and/or contributed to the accident. Use one line for each piece of equipment or item. Continue on blank paper if necessary (annotate accident date, location, & block number).

(continued on panel 3->)

Panel 3

Block#9f –

- 1** -Going forward and collided with moving vehicle
- 2** -Going forward and collided with parked vehicle
- 3** -Collision while backing
- 4** -Collision with pedestrian
- 5** -Collision with object (other than vehicle/pedestrian)
- 6** -Overturned
- 7** -Ran off road
- 8** -Jackknifed
- 9** -Going forward and rear-ended with moving vehicle
- 10** -Going forward and rear-ended stopped vehicle
- 11** -Collision while turning
- 12** -Other (specify)

NOTE: If the item in block 9a experienced a material failure or malfunction that caused or contributed to the accident, complete blocks 9g-9i and block 10. If not, skip to block 11.

Block#9g – Failures/Malfunctions: p 8

- 01** -Overheated/burned/melted
- 02** -Froze (temperature)
- 03** -Obstructed/pinched/clogged
- 04** -Vibrated
- 05** -Rubbed/worn/frayed
- 06** -Corroded/rusted/pitted
- 07** -Overpressure/burst
- 08** -Pulled/stretched
- 09** -Twisted/torqued
- 10** -Compressed/hit/punctured
- 11** -Bent/warped
- 12** -Sheared/cut
- 13** -Decayed/decomposed
- 14** -Electric current action
- 15** -No defect but does not meet the mission requirements
- 97** -Insufficient information to determine type of failure

Block 10b. Describe how the mode of failure from block 9g and root cause from block 10a.

Block#13a - Personnel Classifications: Table 4-5, p.22

A- Active Army, **B-** Army Civilian, **C-** Army Contractor, **EO-**Other US Military, **NO-**National Guard, **N1-**NG Tech, **N2-**NG IDT, **N3-**NG AT, **N4-**NG ADSW, **N5-**NG AGR, **N6-**NG ADT/RMA, **N7-** NG activated, **O-**Other, **P-**Public, **U-**Unknown, **Z-**not reported

Block#20a - Degree (enter most severe): **A-**Fatal, **B-**Permanent total disability (PTD), **C-**Permanent partial disability (PPD), **D-**days away from work, **E-**Restricted work activity Light/profile), **F-** Medical treatment beyond first aid, **G-**First Aid only, **H-**No injury/occupational illness, **NA-**None

Block#20b - Injury Type- **A-**Burns (chemical), **B-**Burns (thermal), **C-**Amputation, **E-**Asphyxiation (suffocation), **F-**Fracture, **G-** Dislocation, **H-**Abrasion, **I-**Concussion, **J-**Sprain/Strain, **K-**Cuts Lacerations, **L-**Contusion, **M-**Puncture wound, **N-**Hernia/Rupture, **O-**Frostbite, **P-**Heatstroke, **Q-**Heat exhaustion, **T-**Loss of Consciousness, **U-**Other (specify). E.g. electrocution, **NA-**None

(continued on panel 4->)

Block#20c-Body Part- A-Body (general, can't specify), B-Head, C-Forehead, D-Eyes, E-Nose, F-Jaw, G-Neck, H-Trunk, I-Chest, J-Heart, K-Back, L-Shoulder, M-Arm, N-Wrist, O-Hand, P-Fingers, Q-Leg, R-Knee, S-Ankle, T-Foot, U-Toes, V-Other, NA-None

Block#20d-Cause- A-Struck against, B-Struck by, C-Fell from elevation, D-Fell from same level, E-Caught in/under/between, F-Rubbed/abraded, G-Bodily reaction, H-Overexertion, I-Exposure, J-External contact, K-Ingested, L-Inhaled, M-Thrown from, NA-None

Block#21-Lost Time-

Block#21a-Days hospitalized-Enter actual or estimated total number of days this individual will be hospitalized (inpatient/admitted) receiving treatment. Days hospitalized for "observation only" are only included if they miss a day of work.

Block#21b-Days lost not hospitalized- Enter the estimated or actual number of days this individual will be away from work, totally unable to perform any work, on bed rest/quarters, convalescence leave. **Do not include** days hospitalized listed in Block 21a, or the day of injury. No more than **180 calendar days** are required to be annotated.

Block#21c-Days Restricted- Enter the actual or estimated number of days the individual was unable to perform one or more routine job functions (regularly performed by the individual at least once per week), or could not work a full work day they would otherwise have been scheduled to work. Restricted work activities include light duty, profiles and job transfers.

Block#23 A-Soldiering, B-Combat soldiering, C-Physical training, D-Weapons firing/handling, E-Engineering/construction, F-Communication, G-Security/Law enforcement, H-Firefighting, I-Patient care, K-Educational, P-Operating vehicle, Q- Handling animal R-Maintenance/repair/servicing, S-Fabricating, T-Handling material/ passengers, U-Janitorial/Housekeeping/Grounds, V-Food/Drink prep, W-Supervisory, X-Office, Y-Counseling/advisory, Z-Sports, AA-Hobbies, BB-Passenger, CC-Human Movement, DD-Horseplay, EE-By-standing/Spectator, FF-Personal Hygiene/eating/sleeping, NA-Not applicable/None

Block#24 Enter a concise description of the individual activity/task at the time of the accident.

Block#25 - PROTECTIVE EQUIPMENT: check the correct box

Block#32 - TYPE TRAINING FACILITY: A-Garrison, B-Local training area, C-Major training Area, D-NTC, E-JRTC, F-CMTC, G-Standard Range/live fire, H-Other (specify).

Block#36b - MISTAKE TYPE - Indicate mistake(s) made by individual in block #11 and for person most responsible for the accident. Explain in narrative. See **Table B-2, p.23** for explanation and examples of the mistakes/error codes.

Individual Mistakes/task Errors

- 01 -Inadequate Planning
- 02 -Improperly/failed to lock/block/secure
- 03 -Inadequate inspection/check of vehicle or equipment

(continued on panel 5->)

04 -Improper application of safety equipment/device/guard/sign/signal. Failed to use req'd PPE.
05 -Operating while fatigued when not necessary/directed
06 -Improper use of equipment
07 -Improper lifting
08 -Failed to take appropriate precautions for adverse environmental conditions (rain/haze/fog/snow/ice/reduced visibility)

- 09 -Improper/awkward body position
- 10 -Improperly walked/ran/climbed
- 11 -Failed to stay alert/remain awake or attentive
- 12 -Failed to ensure adequate clearance/space
- 13 -Misjudged clearance (improper estimated/evaluated)
- 14 -Improper weapons/ammo handling
- 16 -Improperly pulled/pushed equipment/material
- 17 -Failed to firmly grip/hold equipment/material
- 18 -Inadequate improvising/troubleshooting
- 19 -Inadequate crew coordination/communication
- 21 -Under the influence of drugs or alcohol

Vehicle/Equipment Specific

- 40 -Excessive speed
- 41 -Improper passing
- 42 -Improper turning/failed to yield Right-of-way/U-turn
- 43 -Failed to yield Right-of-way other than turning
- 44 -Failed to stop at a controlled intersection (sign/light/etc.)
- 45 -Improperly stopped/parked
- 46 -Improperly backed
- 47 -Failed to use ground guide when required
- 48 -Ground guide used improperly/incorrect position/signal
- 49 -Following too close for environmental conditions/speed
- 50 -Driving in wrong lane
- 51 -Improper lane change
- 52 -Improper braking
- 53 -Improperly shifted/placed gear selector on vehicle
- 54 -Abrupt control/steering response (except while turning)
- 55 -Improperly mounted/dismount vehicle/equipment
- 56 -Operating vehicle/equipment with known malfunction/unsafe mechanical conditions

Leader/Supervisory Mistakes/Task Errors

- 75 -Improper personnel selection/assignment/inexperienced
 - 76 -Knowingly allowed equip operator to violate procedures
 - 77 -Failure to ensure proper positioning of personnel prior to vehicle/equipment operations
 - 78 -Failure to brief or provide adequate information
 - 97 -Insufficient information to determine the mistake/error
- Block#39 -A-Clear/dry, B-Bright/glare, C-Dark/dim, D-Fog/condensation/frost, E-Mist/rain/sleet/hail, F-Snow/ice, G-Dust/fumes/gasses/smoke, H-Noise/bang/static, I-Temperature/humidity (cold/hot), J-Storm/hurricane/tornado, K-Wind gust/turbulence, L-Vibration/shimmy/sway/shake, M-Radiation/laser/sunlight, N-Holes/rocky/rough/rutted/uneven, O-Inclined/ steep, P-Slippery (not due to precip), R-Lighting/static elec./grounding, S-Electromagnetic radiation, T-other (specify).**

Block 41. Briefly describe all actions taken, planned, or recommended to eliminate, or at least reduce, the root cause(s) of this accident and prevent similar accidents from happening (see **Table B-6, pp.29-30**).

(continued on panel 6->)

Block 43. Individual name, rank, position, phone number and military email address for the individual that can answer questions about this accident.

Block 44. Enter the name, rank, and signature of the command review authority.

Block 45. Leave Blank- Safety office reviewing official.

Summary of Reporting Requirements

DA Form 285-AB-R Abbreviated Ground Accident Report (AGAR) is a 3 page fill-in-the-block form to be used for ground accidents/injuries in accordance with DA Pam 385-40 & AR 385-40. All on-duty accidents must be reported to the Unit Commander and Safety Officer whose operation, personnel, or equipment was involved and then through the chain of command to the State Safety Office.

On-duty accidents are those accidents that occur during the periods included in IDT, AT, FTX, and any other time an individual is ordered to duty. For example, an accident, which occurs on a MUTA 4 IDT weekend between the hours of 0000 hrs Saturday morning and 2400-hrs Sunday night, is considered reportable.

Off-duty accidents A, B, C & D are reportable

Class A & B accidents will require submission of an Serious Incident Report (SIR) immediately and be followed with a completed DA Form 285 within 90 days. An Accident investigation board will be appointed as determined by the TAG/ATAG/State Safety Office.

Time Requirements: Timely reporting of accidents are critical to the protection of our soldiers. The submission requirements for all AGARs are **30 days of the occurrence**. Prior to all missions, leaders will brief their soldiers on the reporting chain for accident/injuries as soon as it occurs.

Accident reports are used to report accidents/injuries and help prevent accidents/injuries in the future the AGAR is never used to discipline or investigate a soldier.

Witness Statements are not required for DA Form 285 or 285-AB-R – AGARs are written in third person statements only. They cannot be used in any other investigation like 15-6. Information will not be shared with other agencies (IAW AR 385-40) except common information like maintenance records or photo's.

Note: All tables with page numbers are referencing the CRC/Safety Center AGAR Preparation Guide

NOTE:

You can find the DA Form 285 AB and Links to the blank AGAR DA Form 285 AB on NDKO Safety web site and ndguard.ngb.army.mil

**PROTECTING OUR MOST VALUABLE RESOURCES
"OUR SOLIDERS"**