

Occupational Safety And Health Administration Standards For Reporting Accidents And Injuries

All workplace injuries or illnesses that require medical treatment beyond first aid, restricted/limited duties, or lost time are reported using the Army Report-It system at the Army Safety Center's website: <https://reportit.safety.army.mil/> within seven calendar days of the injury or illness. It is recommended that supervisors first use a [DA Form 285-AB Abbreviated Ground Accident Report \(AGAR\)](#) to compile the information required to enter the accident or injury report into Report-It.

Serious injury. Supervisors/leaders notify the West Point Safety Office as soon as they are informed of a workplace injury or illness that results in the in-patient hospitalization of at least one employee, or the loss of an eye, or amputation of any body part.

Death of an employee. Supervisors/leaders notify the West Point Safety Office as soon as they are informed of the workplace related death of an employee in either of the following situations:

- The employee death occurred in the workplace, or;
- The employee death occurred somewhere other than the workplace (at home, in a medical facility, or any other location) after an employee was initially injured or became ill in the workplace.

For questions contact the West Point Safety Office at: 845-938-3717 or 6129 or 6120 or 6131.

- After 4:30 p.m. call the MP Desk 845-938-3333 or Fire Department Dispatcher 845-38-3151.