Amendment to a U.S. Fish and Wildlife Service Manual Chapter

**Series:** Occupational Safety and Health

**Part 240:** Safety Program

**Chapter 7:** Accident Investigation and Reporting, dated 11/16/2011

**Amendment Number:** 1

**Purpose:** This amendment updates
1. The policy to conform with the Occupational Safety and Health Administration (OSHA) rule on reporting in-patient hospitalized personnel, which it published in 2015; and
2. The chain of responsibilities for reporting fire shelter deployments.

**Actions:**

1. Under section 7.4A(1)(b), which defines what a serious accident involves, change the following sentence from:

   “(b) Three or more people hospitalized overnight,”

   to:

   “(b) One or more people formally admitted to the in-patient service of a hospital or clinic for care or treatment,”

2. Under Table 7-2: Responsibilities for Accident Investigations and Reports, add the following subsection and re-letter the subsection under it:

   **Table 7-2: Responsibilities for Accident Investigations and Reports**

<table>
<thead>
<tr>
<th>These employees....</th>
<th>Are responsible for...</th>
</tr>
</thead>
<tbody>
<tr>
<td>F. Regional Fire Management Coordinators</td>
<td>Ensuring that employees report fire shelter deployments or fire entrapments (other than for training purposes) to the Deputy Chief of Fire Operations, National Fire Management Branch.</td>
</tr>
</tbody>
</table>

3. Under section 7.7C(1)(b), which defines Regional Safety Office responsibilities, change the following sentence from:

   “(b) The Fire Operations, National Fire Management Branch if it’s wildland fire related.”

   to:

   “(b) The Deputy Chief of Fire Operations, National Fire Management Branch if it’s wildland fire-related.”

   /sgd/ Stephen Guertin
   DEPUTY DIRECTOR

Date: November 2, 2017