**Mishap Review**

**Date:** Click or tap to enter a date.

**SIRS Mishap #:** Click or tap here to enter text. **Wing/Region:** Click or tap here to enter text.

**Reviewing Officer Name, Rank:** Click or tap here to enter text.

**Aircraft Mishap** [ ]  **sUAS Mishap** [ ]  **Bodily Injury** [ ]  **Vehicle Mishap** [ ]  **Facility Mishap** [ ]

**Define the Mishap** – *Very brief description of actual mishap. See CAPR 160-2, Paragraph 6.9.1.1.*

Click or tap here to enter text.

**Data Summary** – Summarize information you found in any of the Five M categories that might have influenced the mishap. **Whenever possible,** **use the worksheets available on** [**Mishap Review Website**](https://www.gocivilairpatrol.com/members/cap-national-hq/safety/mishap-review).

1. **Members** – *Refers to the individuals involved in the mishap itself, excluding witnesses. Consider training, proficiency, physical condition, stress, rest, illness, etc.*

Click or tap here to enter text.

1. **Media** - *Also referred to as the environment, this includes climactic considerations (clouds, rain, heat, humidity, wind, etc.), terrain, hygienic conditions, day/night, traffic, clutter, obstacles, surface conditions, etc.*

Click or tap here to enter text.

1. **Machine** - *General term referring to all the equipment, tools, aircraft, vehicles, etc. used during the mishap mission or activity, including age, maintenance, appropriateness for task, etc.*

Click or tap here to enter text.

1. **Mission/Activity** – *Refers to an overview of the plan itself and ultimately the way the plan was (or wasn’t) executed. Include risk assessment and discuss effectiveness of planned risk controls.*

Click or tap here to enter text.

1. **Management** - *All guidance affecting the completion of the mission or activity is included in the category of Management. This includes written guidance and procedures, as well as the direct involvement and decisions of commanders, directors or supervisors.*

Click or tap here to enter text.

**Mishap Summary** -- *Summarize the sequence of events that led up to and resulted in the mishap. Describe how each factor included in your Data Summary may have contributed to the mishap*

Click or tap here to enter text.

**Causal Factors** -- *List the one or more causal factors; if not for these one or two specific events, the mishap would not have occurred. See CAPR 160-2, paragraph 6.8.3.1.*

Click or tap here to enter text.

**Contributing Factors** -- *Contributing factors are preconditions or situations, found in your review of the Five Ms, which set the stage for the causal factor and the mishap or increased the severity or scope of the mishap. These are the areas where improvements or additional risk controls may be directed.*

Click or tap here to enter text.

**Non-Factor Worthy of Discussion (NFWOD)** -- *List other issues or weaknesses that were discovered during the review process. These may not have contributed to this mishap but could be targets for improvement or new risk controls.*

Click or tap here to enter text.

**Recommendations** – *As the Review Officer, you are very familiar with this mishap. Make recommendations on how to address contributing factors and help prevent similar mishaps.*

Click or tap here to enter text.