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United States Army Combat Readiness Center
Fifth Avenue, Building 4905
Fort Rucker, Alabama 36362-5463

DEPARTMENT OF THE NAVY
Naval Safety Center
375 A Street
Norfolk, Virginia 23511-4399

Headquarters, United States Marine Corps (Safety Division)
2 Navy Annex
Washington, DC 20380

DEPARTMENT OF HOMELAND SECURITY
United States Coast Guard, Health and Safety Directorate
2100 Second Street SW, Room 3317
Washington, DC 20380

DEPARTMENT OF THE AIR FORCE
Air Force Chief of Safety
1400 Air Force Pentagon, Room 5E161
Washington, DC 20593

MEMORANDUM OF AGREEMENT
BETWEEN
ARMY COMBAT READINESS CENTER
AND
NAVAL SAFETY CENTER
AND
HEADQUARTERS, UNITED STATES MARINE CORPS (SAFETY DIVISION)
AND
UNITED STATES COAST GUARD HEALTH AND SAFETY DIRECTORATE
AND
AIR FORCE SAFETY CENTER

Subj: POLICY ON THE COLLECTION AND ANALYSIS OF MISHAP HUMAN
FACTORS DATA

Encl: (1) Joint Services Safety Chiefs human factors analysis
and classification system and users guide

1. **Purpose.** To insure uniform collection and analysis of human
factors data resulting from military mishaps.

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2. **Scope.** This policy addresses only the military service safety centers and their collection of human factors data from mishaps. It does not affect any other operation of the services.

3. **Background.** The services have been collecting human factors data using many different models resulting in a disparity in data and difficulty in creating joint approaches to mitigating the human factors hazards present in a large majority of mishaps. The Joint Services Safety Chiefs Conference (JSSC) requested that the services modify and adopt a version of the Human Factors Analysis and Classification System (HFACS). The Human Factors Working Group (HFWG) of the Aviation Safety Improvements Task Force and JSSC was charged to develop and field joint human factors analysis taxonomy. The Army will lead the development of a training program for use by all the services. Each service will develop their service specific implementation plan with the goal of implementation two years after signature of this MOA.

4. **Policy.** Enclosure (1) is the jointly created HFACS taxonomy. The parties agree to collect and analyze mishap human factors using this taxonomy.

5. **Review and distribution of policy.** HFWG shall meet, discuss, and approve additions and changes to enclosure (1) on a semiannual basis during JSSC meetings. A copy of enclosure (1), with all approved changes, shall be published prominently on the Naval Safety Center website. That posting may be used as a target link from all parties' web sites.

6. **Effective date, review, modification, termination, and copies of this agreement.** This agreement is effective on the date of the last signature and shall remain in effect until rescinded, revised, or superseded. This agreement may be cancelled at any time by mutual agreement, by any party with at least thirty (30) days written notice, or by implementation of a permanent Department of Defense directive or instruction regarding HFACS. All parties shall review this agreement each year. This agreement may be modified, in writing, with the written agreement of all parties. A written request for modification shall be provided to all parties at least sixty (60) days prior to the proposed date of change. This agreement

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is executed in five separate originals, each to be held by one party (Army Combat Readiness Center (SJA), Naval Safety Center (03), Headquarters, U.S. Marine Corps, Coast Guard Health and Safety Directorate, and Air Force Safety Center (JA)).



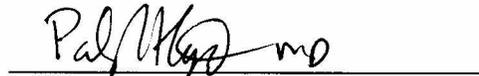
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