

C3RS Update March 2019

Since the inception of the program in March of 2015, the PRT (Peer Review Team) have received over 1170 reports from Transportation, Engineering and M of E employees which resulted in numerous corrective actions since June of 2016.

With the participation of our employees we were able to identify issues that weren't known to the company through this anonymous program and implement corrective actions to avoid future incidents.

More information is available through the C³RS website at:

<http://c3rs.arc.nasa.gov>



More Effective C3RS Reports

What was the “close call”?

When you complete the report, please ask yourself:

- Why did it happen?
- What were you were thinking/doing leading up to the incident?
- What actions would prevent this from happening again?
- What caused the situation?
- Did I contribute to it?
- What role did other employees play?

Keeping in mind that the purpose of the C3RS program is to review potentially dangerous situations and to propose ways to minimize the risk in these incidents. It is vital to the program that the reports that are submitted are complete enough to support that review.

Remember that a close call does not necessarily mean a rule violation. It is any situation that could present the risk of injury or property damage. Reporting situations that “almost happened” makes it possible to avoid the sequence of events that would lead to another risky incident. By addressing these issues in your C3RS report you support the program and lay the basis for the on-going success of the program.

How to Report an Incident to C3RS

Online: Visit the website <http://c3rs.arc.nasa.gov>. Follow the prompts on each webpage: Electronic Report Submission (ERS), then the category of reporting (Transportation, Engineering, M of E, etc.), then Continue to Report. This final screen is the same as the paper reporting form.

Paper: The reporting forms are located at most headquarters. They are the same as the on-line form. Each is one page, no postage required. Fill in the blanks & check the boxes to best describe the incident.

White forms – Transportation

Blue forms – M of E

Yellow forms - Engineering

Whether using a web browser or a paper version, in the event description be as complete as you can be, with the circumstances that led up to the event as well as the event itself. (You must complete the name and address at the top because after your report is recorded this piece of the report will be returned to you in the mail as your receipt for making the report. Your personal information is NOT recorded with the details of your report.)

Please encourage your fellow crew members to fill out a report also. This will give the C3RS group the different views of the same event so we can determine the appropriate corrective action.

If you have any questions about the process, or if you do not hear back from C3RS after 6 weeks of submitting a report, contact your Local Chairman.

**IF IN DOUBT,
FILL IT OUT!!!**

C3RS Participants

