

# ***Headquarters U.S. Air Force Safety***

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*Increase Combat Power through Risk Management, Training, and Analysis*

## **Safety Reporting *with SAFEREP***



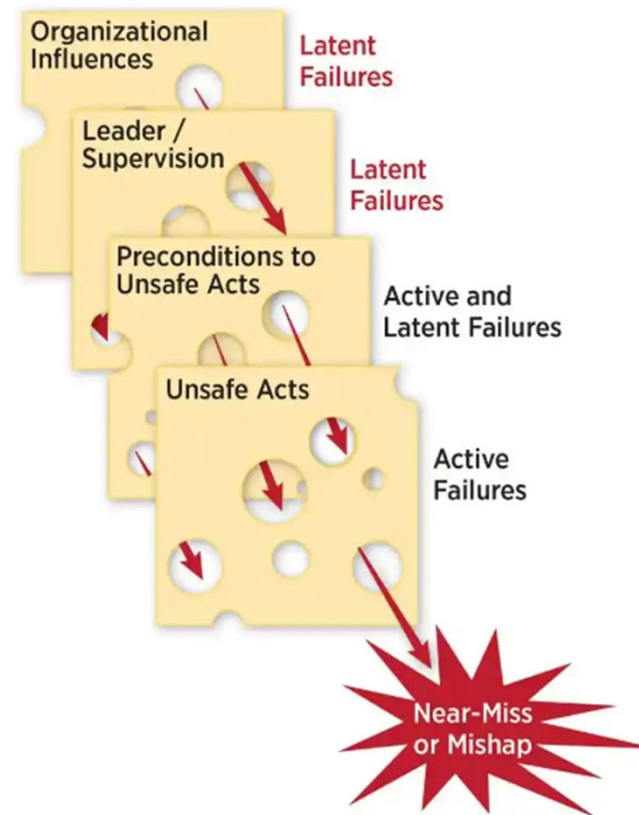
**HQ Air Force Safety Center**  
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# Why Safety Reporting?

- Quickly and easily tell safety about safety issues you see
  - In the dorms
  - At work
  - Anywhere on base
- Contribute to a better work culture
  - Fix problems
  - Learn from mistakes
- The payoff:
  - Less risk to yourself and others
  - Prevent damage and injury
  - Ready people + ready equipment = combat effectiveness

We want to “do safety” up here...



*Each “hole” in a slice of cheese is a missed chance to prevent a safety issue.*

*When the “holes” line up, a near miss or mishap occurs*

... before we get to here



# ***What's changing with SAFEREP?***

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- **New name, new website, new App, and a whole new look**
  
- **SAFEREP makes it easier for you to tell safety about your concerns**
  - **Any dangerous condition you see**
  - **“Close calls” that happened to you, or that you saw**
  - **Cultural issues that could lead to an accident, damage, or injury**
  - **Your reports go direct to the safety office**
  - **You can even report anonymously if needed**
  
- **For supervisors, now you can complete that mishap report by clicking a button in SAFEREP**



# “A Safety Report in Your Pocket”

## It's as easy as 1-2-3



Click on the SAFEREP App  
on your cell phone

OR



Go to  
<https://saferep.safety.af.mil>



Select your  
service  
(USAF or USSF)



Identify a hazard or  
report a near miss event to your  
safety office

Supervisors may complete a  
mishap report  
(Requires a CAC-enabled device)

1.



2.



3.



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# ***SAFEREP FAQ***



# Got SAFEREP Questions?

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## *What is SAFEREP?*

- SAFEREP is a web- and App-based way for Airmen and Guardians from every career field to identify hazards and report near-misses and even some mishaps directly to their safety offices using any computer or mobile device.
- For aircrew, maintainers, aerial port personnel, or airfield operations personnel, SAFEREP provides a fully digital way to report unusual occurrences, in-flight emergencies (IFEs), hazardous air traffic reports (HATRs), and wildlife strikes (BASH).
- SAFEREP still provides those in the aviation community the ability to submit identity protected, no-adverse-action ASAPs to report mistakes, errors, or anything else to safety – just like the old Airman Safety App did.



# ***Got SAFEREP Questions?***

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## ***What is the difference between SAFEREP and the Airman Safety App?***

- **SAFEREP provides more ways for all Airmen and Guardians to tell safety about dangerous issues they see or encounter.**
- **For those in the aviation community, SAFEREP also provides an all-digital means of reporting aviation issues, such as unusual occurrences, in-flight emergencies, hazardous air traffic, and wildlife strikes.**
- **SAFEREP improves upon identity-protected, no-adverse-action aviation ASAP reporting by**
  - **Reducing the time needed to create a report**
  - **Enabling 1<sup>st</sup>-ever dedicated maintenance & aerial port ASAP reporting.**



# Got SAFEREP Questions?

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## *Will the Airman Safety App go away?*

- Yes. The Airman Safety App will be replaced by SAFEREP.
- However, while the Airman Safety App will be replaced by the SAFEREP App, the *ASAP program* remains...SAFEREP will support identity protected ASAP reporting for those executing or supporting the aviation mission.
- ASAPs may be submitted in SAFEREP by navigating to the aviation safety reporting menu and clicking the ASAP button at the bottom of the screen.
- ASAPs may also be provided at the end of an aviation unusual occurrence or in-flight emergency report, a HATR report, or wildlife strike report.





# Got SAFEREP Questions?

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***Will I need to download a new App, or will the Airman Safety App transition to SAFEREP automatically?***

- SAFEREP will be deployed as an update to the Airman Safety App. If you already have the Airman Safety App on your mobile device, it should update automatically.
- However, you may need to manually update the App to SAFEREP by going to the applicable app store.
- You will also need to bookmark the SAFEREP website (<https://saferep.safety.af.mil>) on your work or home computers.



# ***Got SAFEREP Questions?***

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## ***How do safety offices handle information provided via SAFEREP?***

- **SAFEREP submissions will be emailed to safety for processing.**
- **Those submissions that contain a safety issue are processed further into a system that tracks and records safety issues, including mishaps, for record-keeping, trending, and analysis.**
- **Aviation ASAP reports made in SAFEREP will continue to enjoy the protections they always have. Identities are kept within safety channels and are not released without your approval, or in very narrow circumstances involving misconduct.**
- **Furthermore, information provided via ASAP cannot be used for any adverse action. See DAFI 91-225 for more information about ASAP protections.**



# Got SAFEREP Questions?

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## ***Can I still be anonymous if I report a hazard or a near miss via SAFEREP?***

- **Yes! If you use SAFEREP to report a non-aviation hazard, near-miss, or an aviation ASAP, you always have the option to submit anonymously.**
- **We prefer, however, that you do attach your contact information to submissions so that safety offices may reach out to you if they have questions.**
- **Remember that identity protection comes automatically when providing an aviation ASAP report. Your contact info helps our proactive aviation safety Gatekeepers reach out to you if they need more information.**



# Got SAFEREP Questions?

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***How is it anonymous if my safety office is sent my submission?***

- **If you elect to make an anonymous report, no identifying information, such as an IP address or your DoD identification number (from your Common Access Card), is included with the SAFEREP submission when it is emailed to safety offices.**
- **The only identifying information sent with your submission is what you choose to include in your submission.**



# ***Got SAFEREP Questions?***

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***If I provide an email when sending a report in SAFEREP, will I receive emails as my submission is processed by safety?***

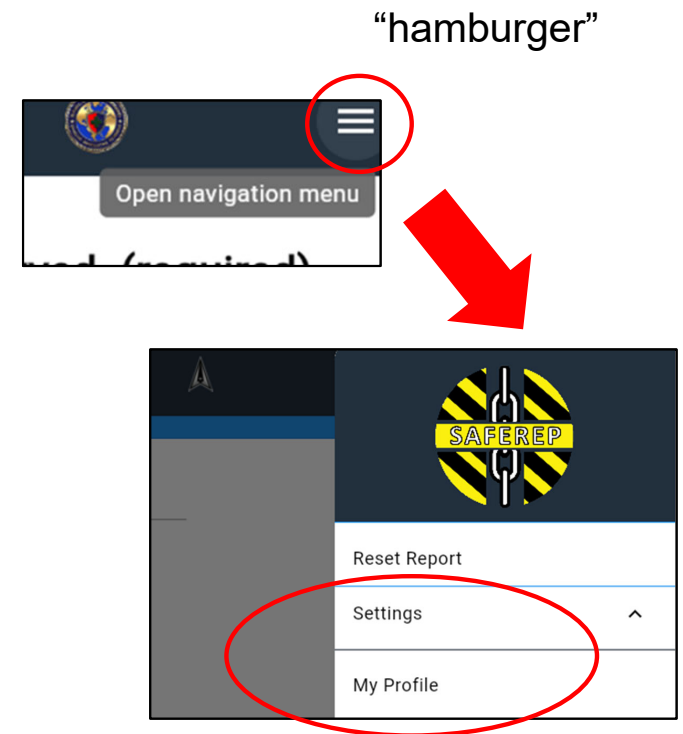
- **Yes. Users that provide a valid email address with their submission will receive automated emails from the Air Force Safety Automated System (AFSAS) at each step as their submission is processed.**



# Got SAFEREP Questions?

***Will SAFEREP store my default information on the App so that it pre-loads certain questions and make submitting reports faster and easier?***

- **Yes. SAFEREP will continue several “best practices” from the Airman Safety App, including the ability to set up a user profile and have that information auto-fill certain portions of your report.**
- **To take advantage of this function, simply click the “hamburger” (looks like three horizontal lines) in the upper-right corner, select “Settings”, and enter information in “My Profile” like your contact info, unit of assignment, etc.**



“Settings” and “My Profile”



# ***Got SAFEREP Questions?***

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## ***Do I have to be online or have internet connectivity to use SAFEREP?***

- **No...just like the Airman Safety App, SAFEREP is available on mobile devices and desktop computers even when not connected to the internet (Note: for desktop PCs, you will need to access SAFEREP at least once to load the software).**
- **SAFEREP will store up to 100 draft reports on a given user's profile until connectivity is restored.**



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# QUESTIONS?



**To learn more  
about SAFEREP,  
contact your local  
safety office**