



UNITED STATES MARINE CORPS
MARINE CORPS SAFETY MANAGEMENT SYSTEM
VOLUMES 1-9

COMMANDANT OF THE MARINE CORPS
(SAFETY DIVISION)



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
3000 MARINE CORPS PENTAGON
WASHINGTON DC 20350-3000

MCO 5100.29C CH-2
SD
08 Feb 2022

MARINE CORPS ORDER 5100.29C CHANGE TRANSMITTAL 2

From: Commandant of the Marine Corps
To: Distribution List

Subj: MARINE CORPS SAFETY MANAGEMENT SYSTEM (MCSMS)

Encl: (1) Marine Corps Safety Management System Listing of
Volumes 1-9

Reports Required: Reports that are required, and their periodicity,
will be listed in the front of each volume.

1. Situation. In coordination with COMNAVSAFECEN (OPNAV N09F), the Department of the Navy's procedures for the reporting, investigation and recording of ground/shore mishaps, hazards and related events, are fully revised and approved for publication. The U. S. Marine Corps will incorporate and promulgate these procedures into Marine Corps Order 5100.29C (Marine Corps Safety Management System), as Volume 9 (Navy and Marine Corps Safety Investigation and Reporting).

2. Cancellation

a. The publication of this Order in combination with the volumes published herein state volume-specific cancellations at the beginning of each volume.

b. The publication of Volume 9 cancels MCO P5102.1B, Naval Mishap Investigation, Reporting, and Record Keeping Manual of 7 January 2005.

3. Mission. To establish the Navy and Marine Corps Safety Investigation and Reporting Manual within the Marine Corps Safety Management System.

4. Execution. Add the Navy and Marine Corps Safety Investigation and Reporting Manual as Volume 9.

5. Administration and Logistics

a. Records Management. Records created as a result of this directive shall be managed according to National Archives and Records Administration (NARA)-approved dispositions per SECNAV M-5210.1 to ensure proper maintenance, use, accessibility and preservation,

regardless of format or medium. Records disposition schedules are located on the Department of the Navy/Assistant for Administration (DON/AA), Directives and Records Management Division (DRMD) portal page at: <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>. Refer to MCO 5210.11F for Marine Corps records management policy and procedures.

b. Privacy Act. Any misuse or unauthorized disclosure of Personally Identifiable Information (PII) may result in both civil and criminal penalties. The Department of the Navy (DON) recognizes that the privacy of an individual is a personal and fundamental right that shall be respected and protected. The DON's need to collect, use, maintain, or disseminate PII about individuals for purposes of discharging its statutory responsibilities shall be balanced against the individuals' right to be protected against unwarranted invasion of privacy. All collection, use, maintenance, or dissemination of PII shall be in accordance with the Privacy Act of 1974, as amended (5 U.S.C. 552a) and implemented per SECNAVINST 5211.5F.

6. Command and Signal

a. Command. This Order is applicable to the Marine Corps Total Force to include all active duty military personnel on- or off-duty, reserve military personnel and DoD civilian personnel on duty. This Order extends to military family members, all other civilian personnel, including contractors, while on Marine Corps installations, participants in any Marine Corps sponsored events, operations, or training, and applies to all Marine Corps facilities, equipment, and materiel.

b. Signal. This Order is effective on the date signed.



ERIC M. SMITH
Assistant Commandant
of the Marine Corps

DISTRIBUTION: PCN 10207241202



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
3000 MARINE CORPS PENTAGON
WASHINGTON DC 20350-3000

MCO 5100.29C CH-1
SD
5 AUG 2021

MARINE CORPS ORDER 5100.29C CHANGE TRANSMITTAL 1

From: Commandant of the Marine Corps
To: Distribution List

Subj: MARINE CORPS SAFETY MANAGEMENT SYSTEM (MCSMS)

Ref: (a) See Reference List at the Beginning of Each Volume
(b) SECNAV 5100.10K, Department of the Navy Safety Program, May 12, 2015
(c) DoDI 6055.01, Department of Defense Safety and Occupational Health (SOH) Program, October 14, 2014
(d) 5 U.S.C.552a, Records maintained on individuals
(e) SECNAVINST 5211.5F, Department of the Navy Privacy Program, May 20, 2019
(f) SECNAV M-5210.1, Records Management Manual, November 16, 2007
(g) MCO 5210.11F, Marine Corps Records Management Program, April 7, 2015

Encl: (1) Marine Corps Safety Management System Listing of Volumes 1-5, 7, and 8

Reports Required: Reports that are required, and their periodicity, will be listed in the front of each volume.

1. Situation. The subjects of Radiation Safety and Explosives Safety have been completed and are to be added to the Marine Corps Safety Management System (MCSMS).

2. Cancellation. The publication of this Order in combination with the volumes published herein state volume-specific cancellations at the beginning of each volume.

3. Mission. To establish the Marine Corps Radiation Safety Program and Explosives Safety Management Program within the Marine Corps Safety Management System.

4. Execution

- a. Apply administrative changes to Volumes 1 and 4.
- b. Add Marine Corps Radiation Safety Program as Volume 7.

c. Add Marine Corps Explosives Safety Management Program as Volume 8.

5. Administration and Logistics

a. Records Management. Records created as a result of this directive shall be managed according to National Archives and Records Administration (NARA)-approved dispositions per SECNAV M-5210.1 CH-1 to ensure proper maintenance, use, accessibility and preservation, regardless of format or medium. Records disposition schedules are located on the Department of the Navy/Assistant for Administration (DON/AA), Directives and Records Management Division (DRMD) portal page at: <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>. Refer to MCO 5210.11F for Marine Corps records management policy and procedures.

b. Privacy Act. Any misuse or unauthorized disclosure of Personally Identifiable Information (PII) may result in both civil and criminal penalties. The Department of the Navy (DON) recognizes that the privacy of an individual is a personal and fundamental right that shall be respected and protected. The DON's need to collect, use, maintain, or disseminate PII about individuals for purposes of discharging its statutory responsibilities shall be balanced against the individuals' right to be protected against unwarranted invasion of privacy. All collection, use, maintenance, or dissemination of PII shall be in accordance with the Privacy Act of 1974, as amended (5 U.S.C. 552a) and implemented per SECNAVINST 5211.5F.

6. Command and Signal

a. Command. This Order is applicable to the Marine Corps Total Force to include all active duty military personnel on- or off-duty, reserve military personnel and DoD civilian personnel on duty. This Order extends to military family members, all other civilian personnel, including contractors, while on Marine Corps installations, participants in any Marine Corps sponsored events, operations, or training, and applies to all Marine Corps facilities, equipment, and materiel.

b. Signal. This Order is effective on the date signed.



GARY L. THOMAS
Assistant Commandant
of the Marine Corps

DISTRIBUTION: PCN 10207241201



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
3000 MARINE CORPS PENTAGON
WASHINGTON DC 20350-3000

MCO 5100.29C
SD
15 OCT 2020

MARINE CORPS ORDER 5100.29C

From: Commandant of the Marine Corps
To: Distribution List

Subj: MARINE CORPS SAFETY MANAGEMENT SYSTEM (MCSMS)

Ref: (a) See Reference List at the Beginning of Each Volume
(b) SECNAV 5100.10K, Department of the Navy Safety Program, May 12, 2015
(c) DoDI 6055.01, Department of Defense Safety and Occupational Health (SOH) Program, October 14, 2014
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(f) SECNAV M-5210.1, Records Management Manual, November 16, 2007
(g) MCO 5210.11F, Marine Corps Records Management Program, April 7, 2015

Encl: (1) Marine Corps Safety Management System Listing of Volumes 1-5

Reports Required: Reports that are required, and their periodicity, will be listed in the front of each volume.

1. Situation

a. This Order establishes the Marine Corps Safety Management System (MCSMS), a system designed to focus our Corps on Operational Excellence. References (a) through (g) provide the MCSMS minimum requirements. This Order prescribes strategic policy, procedures, and responsibilities for managing all categories of safety under Marine Corps control in compliance with Department of Defense (DoD) directives.

b. Operational Excellence is the professional, efficient, and expert execution of our warfighting missions, functions, and tasks. It demands a culture of continuous improvement and the pursuit of the highest standards. It requires vision and decisive action from every Marine. Specifically, Operational Excellence requires understanding there is a right way to do things, knowing what that way is, and the conscious choice to do things the right way, every time. We need to

focus more on Operational Excellence and less on safety, because "safety" is what naturally happens when we are performing to high standards.

c. Our Corps must choose to evolve beyond our legacy safety program and mindset. To accomplish this, commanders must actively strive to change our culture by re-focusing on Operational Excellence in all things, including safety and readiness.

d. This new Order, which defines the MCSMS, marks the beginning of our new approach to risk management. We do not manage risk for the sake of being safe. We manage risk in pursuit of Operational Excellence—to be ready and able to accomplish our assigned missions when we are called to action.

2. Cancellation. The publication of this Order in combination with the volumes published herein state volume-specific cancellations at the beginning of each volume.

3. Mission. Commanders at all levels shall create and implement their own Safety Management System within the framework provided by this overarching Marine Corps Safety Management System. Each unit's Safety Management System shall contain assigned personnel and deliberate procedures to identify hazards, assess risk, and implement safety controls. Each commander shall tailor their system to their unit's specific mission and the specific hazards, on and off duty, faced by their Marines.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. Change the culture of the Marine Corps by redefining safety to focus on the Operational Excellence of our units and Marines, and by refocusing all Marines on the continuous management of risk. At the most basic and useful level, safety is the identification of hazards, the assessment of risk, and the implementation of controls. When Marines view safety this way, and actively perform these tasks, operational readiness improves. When Marines fail to identify hazards, we lose combat power to preventable damage, injury, and death.

(a) The Assistant Commandant of the Marine Corps (ACMC) is the Designated Agency Safety and Health Official for the Marine Corps and shall be listed as such on all posted Occupational Safety and Health Protection for Employees of the Marine Corp Posters, available at <http://www.dtic.mil/whs/directives/forms/dd/ddforms2000-2499.htm>. The ACMC establishes Marine Corps safety policy and chairs the Marine Corps Executive Safety Board (ESB).

(b) Director, CMC Safety Division is the designated service safety chief and provides direct support to the ACMC in

establishing and executing the Marine Corps Safety Management System, and all associated policies and procedures.

(c) Commanders shall implement this Order including the requirements of this Order, its Volumes, and references (b) and (c) as applicable.

(d) All Marines, Civilian Marines, and sailors attached to Marine units will use Risk Management processes for operational, training, and on- and off-duty activities in accordance with this Order and their specific command's Safety Management System.

(2) Concept of Operations. The MCSMS details systematic policies, practices, and procedures for the improvement of operational readiness, the prevention of mishaps, and the management of safety activities. The MCSMS is comprised of four pillars:

(a) Policy and Leadership. Operational safety policy defines the safety methods, processes, and organizational structure needed to meet both readiness and capability goals. Visible senior leader advocacy for the universal application of risk management reinforces leader and subordinate commitment to continually improving safety processes. At the most fundamental level, correct policy matched with leader engagement will create the reporting culture required to improve readiness and prevent mishaps.

(b) Risk Management. The Marine Corps charges all leaders to continuously communicate that consistent application of Risk Management is critical to success. Leaders must embed the Risk Management process into day-to-day operations, deliberate planning processes, and most importantly into the mindset Marines apply to warfighting.

(c) Safety Assurance. The evaluation, review, and monitoring of activities that assures commanders the elements of the MCSMS are being implemented, and guide continuous improvement efforts.

(d) Safety Promotion and Training. The communication, training, and other actions that create a positive safety culture across all echelons of Marine Corps organizations and activities.

b. Subordinate Element Missions

(1) Commanders shall ensure adequate staff and budgets are provided to implement a comprehensive safety management system that meets the requirements and intent of this Order.

(2) Commanders shall publish local implementing guidance and appropriate supplemental policies when necessary. Such guidance and policy must be consistent with this Order, but commanders are directed to adopt more detailed rules to meet specific unit and location needs, when not covered by this Order. Safety and Occupational Health (SOH)

Program policies shall be integrated into appropriate orders, training and indoctrination programs, publications, checklists, and Standard Operating Procedures (SOPs).

(3) Commanders shall integrate Risk Management processes into all planning, unit orders, training and indoctrination programs, checklists, and SOPs.

5. Administration and Logistics

a. This Order is applicable to all Marine Corps activities, including non-appropriated fund activities, operations under the sponsorship of the Marine Corps Community Services (MCCS) Program Director, and MCCS morale, welfare, and recreation activities. This Order also applies to acquisition, operation, sponsorship, and maintenance for all facilities.

b. The official and current version of this Order will be posted to Marine Corps Publications Electronic Library (MCPEL)
<http://www.marines.mil/News/Publications/ELECTRONICLIBRARY.aspx>.

c. Recommendations. Send recommendations for improving the Marine Corps Safety Management System to the Director, Commandant of the Marine Corps, Safety Division, via CMC Safety Division OMB account: <M_HQMC_CMC_Safety_Division_UD@usmc.mil>, and in coordination with their Command's safety office. Each individual volume states its own sponsor and means of sending recommendations or content contained within that volume.

d. Records Management. Records created as a result of this directive shall be managed according to National Archives and Records Administration (NARA)-approved dispositions per SECNAV M-5210.1 CH-1 to ensure proper maintenance, use, accessibility and preservation, regardless of format or medium. Records disposition schedules are located on the Department of the Navy/Assistant for Administration (DON/AA), Directives and Records Management Division (DRMD) portal page at: <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>. Refer to MCO 5210.11F for Marine Corps records management policy and procedures.

e. Privacy Act. Any misuse or unauthorized disclosure of Personally Identifiable Information (PII) may result in both civil and criminal penalties. The Department of the Navy (DON) recognizes that the privacy of an individual is a personal and fundamental right that shall be respected and protected. The DON's need to collect, use, maintain, or disseminate PII about individuals for purposes of discharging its statutory responsibilities shall be balanced against the individuals' right to be protected against unwarranted invasion of privacy. All collection, use, maintenance, or dissemination of PII shall be in accordance with the Privacy Act of 1974, as amended (5 U.S.C. 552a) and implemented per SECNAVINST 5211.5F.

6. Command and Signal

a. Command. This Order is applicable to the Marine Corps Total Force to include all active duty military personnel on- or off-duty, reserve military personnel and DoD civilian personnel on duty. This Order extends to military family members, all other civilian personnel, including contractors, while on Marine Corps installations, participants in any Marine Corps sponsored events, operations, or training, and applies to all Marine Corps facilities, equipment, and materiel.

b. Signal. This Order is effective on the date signed.

A handwritten signature in black ink that reads "Gary L. Thomas". The signature is written in a cursive, slightly slanted style.

GARY L. THOMAS
Assistant Commandant
of the Marine Corps

DISTRIBUTION: PCN 10207241200

Marine Corps Safety Management System Listing of Volumes

VOLUME	TITLE	Sponsor	DATE
1	Marine Corps Safety Management System Overview	SD	5 AUG 2021
2	Risk Management	SD	15 OCT 2020
3	Marine Corps Traffic Safety Program	SD	5 AUG 2021
4	Marine Corps Aviation Safety	SD	15 OCT 2020
5	Recreation and Off Duty Program	SD	15 OCT 2020
6	Safety and Occupational Health	-	TBD
7	Marine Corps Radiation Safety Program	SD	5 AUG 2021
8	Marine Corps Explosives Safety Management Program	MCSC AMMO	5 AUG 2021
9	Navy and Marine Corps Safety Investigation and Reporting	SD / N09F	8 FEB 2022

Note: Volume 6 is in progress and will be incorporated into MCO 5100.29C, Marine Corps Safety Management System. Safety Division anticipates the publication of MCO 5100.29C Change 3 during the 2022 Fiscal Year (FY22).