



FAA Supervisors' Quick User guide to SMIS



1. Go to <http://smis.jccbi.gov/>



FAA Order 3900.19B
Chapter 5 was
signed on
August 14, 2001

2. Enter your User ID & password.

Safety Management Information System - Microsoft Internet Explorer

File Edit View Favorites Tools Help

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Address <http://172.25.29.78/smis/login.htm>

Links [MotVeh](#) [Government](#) [Smis](#) [Personal](#) [OSHECCOM-AEE](#) [Dr. Gabe Mirkin](#) [Safetyforum.com](#) [SearchEngines.com](#)

 SAFETY MANAGEMENT INFORMATION SYSTEM

Home Forms Training Support Contact

OFFICE OF ENVIRONMENT AND ENERGY - AEE



Authorization

Attention All Users: Logging into the SMIS subjects you to FAA security regulations. Click [here](#) to read more about these regulations.

If you forgot your User ID or Password, please contact the System Administrator. Click [here](#) to change your password.

User ID

Password



4. Enter the mishap entry section.

Begin Here

FAA Mishap Report

FAA Form 3900-6 (1/2001)

1. Incident Description	Incident Description					Date
	Employee					Social Security Number
	Region	Line of Business	Cost Center	Organization Code	District Office	Office Symbol
	Facility Type	Job Title			Incident Type	
	General Task					
	Specific Activity					
	General Location			Specific Location		On Premises
	2. Injury/Illness Information					
	Description of Injury/Illness					
	Injury Type		Body Part		Injury Source	
Event				Illness Type		
Physician		Hospital		Medical Treatment		
Days Lost Start Date	Days Lost End Date	Restricted Days Start Date	Restricted Days End Date			
Fatality			Date of Death			
3. Claim Information						
Claim Number		Attorney		City/State/Zip		
Insurance Company				City/State/Zip		
Name of Witness			FAA Property Damage	Non Faa Property Damage		

Submit Here

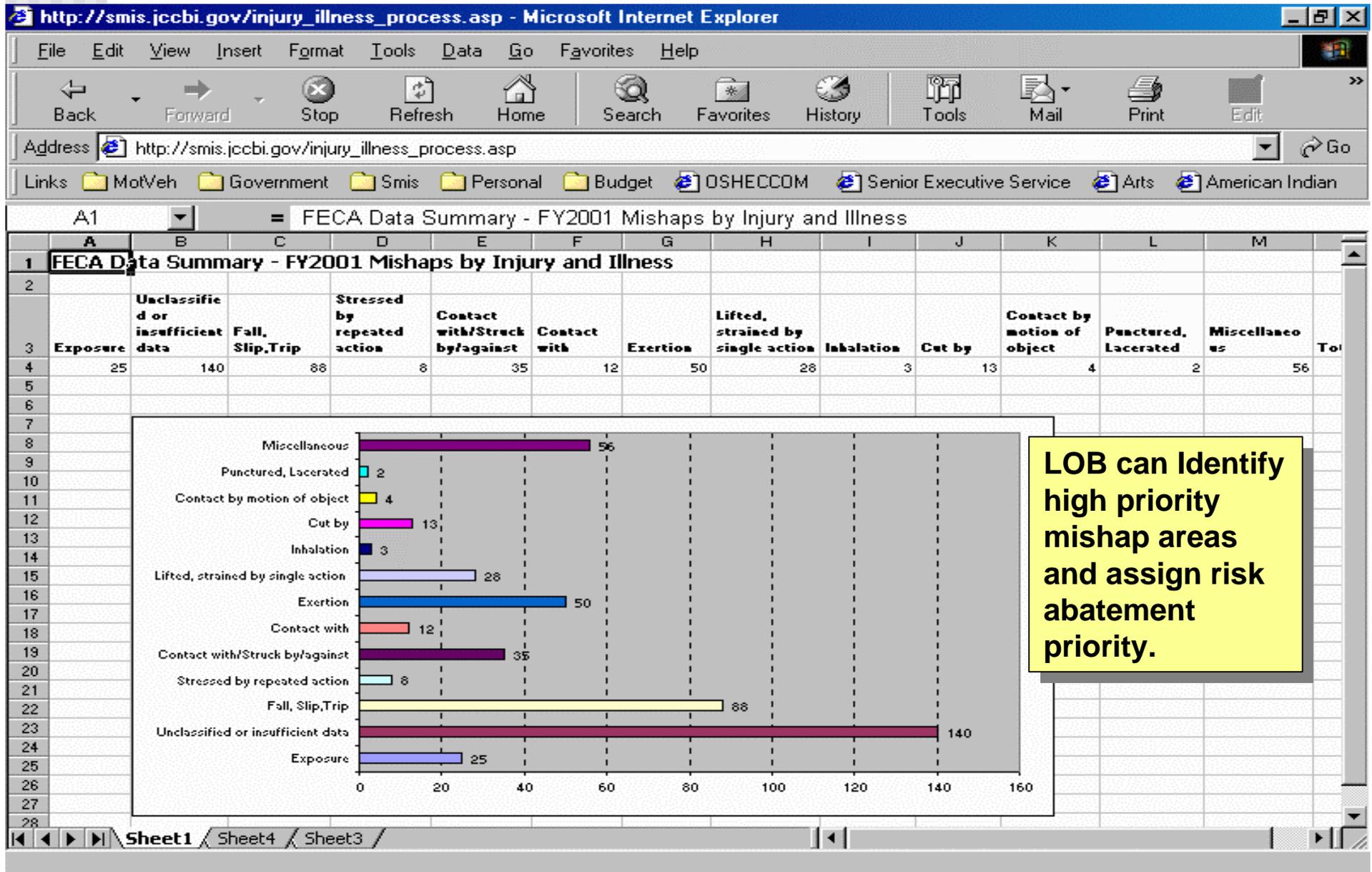
Submit

What SMIS can do for your LOB (Save \$\$\$)

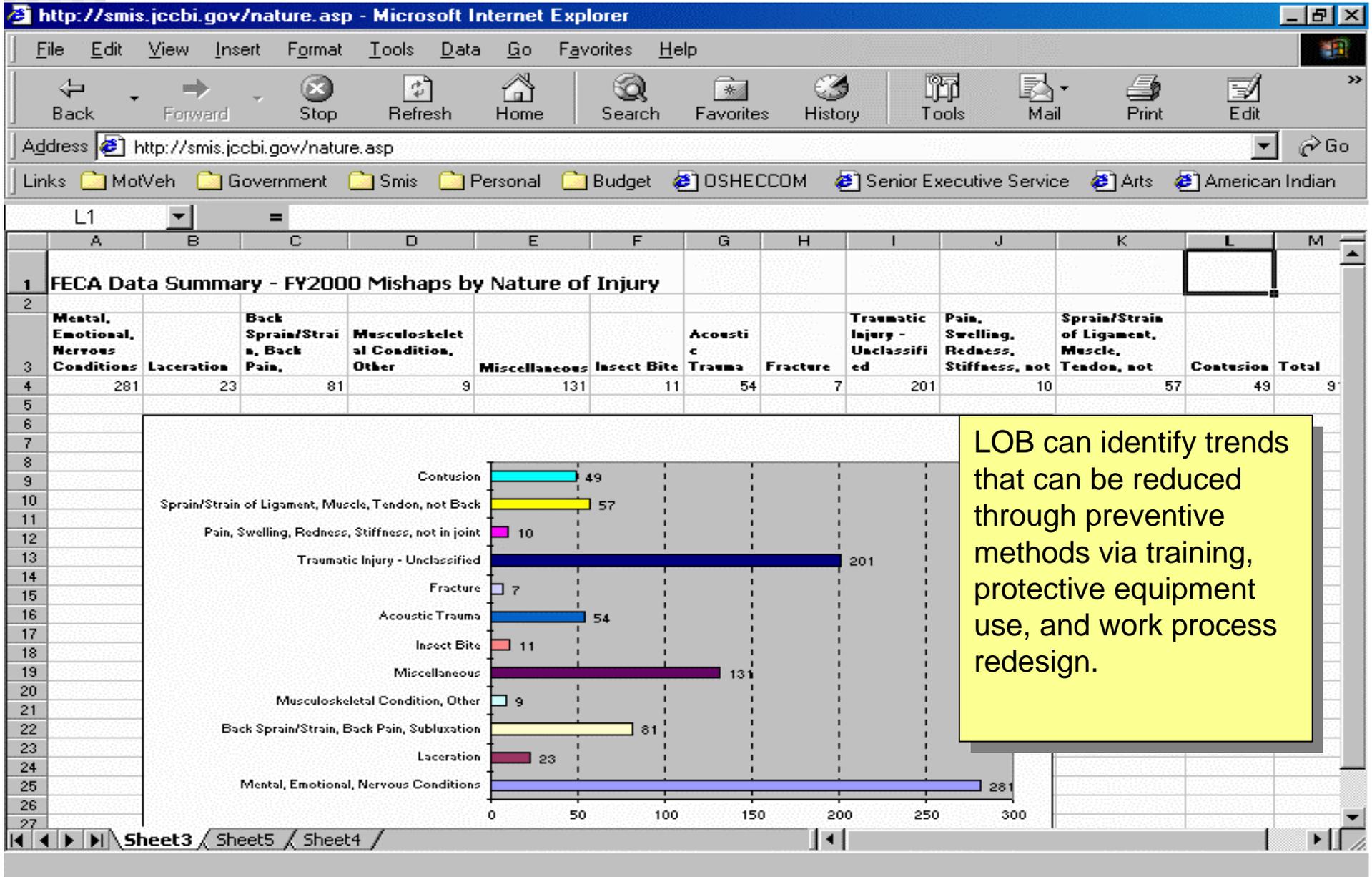
- **Provide Mishap reports, graphs, spreadsheets**
 - (to track worker comp cases)
 - (to use to identify training that prevents mishaps)
 - (to use to track worker comp cost)
 - (to use to flag for case management)
- **Provide Hazard report & trend spreadsheet data**
 - (for Hazard abatement)
- **Provide Inspection report & tracking**
 - (for Hazard abatement)
- **Provide Training tools for mishap prevention**
 - (for Top Management)
 - (for Supervisors)
 - (for collateral duty OSH duties)
 - (for Safety briefs)
- **Provide links to OSHA**
 - (to OSHA Technical database)
 - (to OSHA Regulations databases)

Q. What SMIS can do for your LOB?

A. Provide **Type of Injury & Illness** graphs, spreadsheets,



Q. What SMIS can do for your LOB?
A. Provide Nature of Injury graphs, spreadsheets



Q. What SMIS can do for your LOB?
A. Provide Hazard Reporting capability.

http://smis.jccbi.gov/report/UCR910200194083.xls - Microsoft Internet Explorer

File Edit View Insert Format Tools Data Go Favorites Help

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Address http://smis.jccbi.gov/report/UCR910200194083.xls

Links MotVeh Government Smis Personal Budget OSHECCOM Senior Executive Service Arts American Indian

	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T
1	REGID	TERECD	NATCA	PROEQU	ENVIR	SERY	PUBS	OTHI	UNLS	KEYWORDS	DESCRIPT	DATE_OPE	FAC	CLOS	DATE_CLS	OPTI	ION	
2	AEA	01/22/1992	F	F	T	T	F	F	F	F	NULL	OPERATIONAL POS CHA	01/09/1992	O	T	09/02/1992	ATM	60
3	AEA	03/05/1991	F	T	T	T	F	F	F	F	NULL	INSTALLATION OF BLINK	03/02/1991	O	T	01/29/1992	ATM	60
4	AEA	04/06/1992	F	F	F	T	F	F	F	F	NULL	NOXIOUS AIR COMING FR	03/31/1992	F	T	02/06/1998	ARN	30
5	AEA	06/12/1991	F	T	T	F	F	F	F	F	NULL	EXCESSIVE DELAYS IN C	05/30/1991	F	T	04/10/1992	AEA	50
6	AEA		F	F	T	F	F	F	F	F	NULL	ALPHANUMERICI CHAR	11/24/1985	T	T	02/02/1990	AEA	50
7	AEA		F	T	T	T	T	F	T	F	NULL	LACK OF INDICATOR FOI	01/20/1986	T	T	02/02/1990	AEA	50
8	AEA		F	F	T	F	F	F	F	F	NULL	FDEP EQUIPMENT UNRE	11/18/1985	T	T	02/02/1990	AEA	50
9	AEA		F	F	T	F	F	F	F	F	NULL	ROOF IN OPERATIONS A	05/19/1988	F	T	02/01/1990	AEA	50
10	AEA	08/06/1990	F	F	T	F	F	F	F	F	NULL	WEAK UNCLER PHONE	07/21/1990	F	T	12/26/1990	AEA	50
11	AEA	11/20/1998	F	F	T	F	F	F	F	F	COMMUNIC	INTERFERENCE PROBS	05/03/1997	T	T	11/12/1998	AEA	50
12	AEA	12/14/1999	F	F	T	F	F	F	F	F	HEATING AN	TOO MUCH COLD AIR CC	12/07/1999	F	T	12/16/1999	AEA	50
13	AEA	01/27/2000	F	F	T	F	F	F	F	F	COMPUTER	ASOS OFFLN FOR UPGR	01/10/2000	T	T	01/20/2000	AEA	50
14	AEA	12/22/1999	F	F	T	F	F	F	F	F	COMMUNIC	LOUD TONES IN PHONE/	12/14/1999	F	F		AEA	50
15	AEA	12/14/1999	F	F	T	F	F	F	F	F	HEATING AN	TEMPERATURE IN OPS F	11/15/1999	F	T	11/29/1999	AEA	50
16	AEA	06/26/1991	F	F	T	F	F	F	F	F	NULL	SECTIONS OF 2 TAXIWAY	06/24/1991	T	T	01/19/1993	AEA	50
17	AEA	02/23/1990	F	F	T	F	F	F	F	F	NULL	TOO HOT & TOO DRY ON	02/13/1990	F	T	04/01/1999	ATO	4
18	AEA		F	F	T	F	F	F	F	F	NULL	UNSATISFACTORY POSI	02/27/1989	F	T	01/14/1990	AEA	50
19	AEA	06/25/1991	F	F	T	F	F	F	F	F	NULL	ZNYIPT LOA-NO PROC	06/20/1991	T	T	11/25/1991	AEA	50
20	AEA	03/19/1990	F	F	T	F	F	F	F	F	NULL	LOCATION OF TOWER TO	02/22/1990	T	T	03/11/1990	AEA	50
21	AEA	07/17/1996	F	F	T	F	F	F	F	F	WEATHER IN	METAR/TAF IN USE/WX F	07/08/1996	F	T	09/04/1996	AEA	50
22	AEA	01/11/1995	F	F	T	F	F	F	F	F	HEATING AN	AIR TOO DRY CAUSE SHI	01/03/1995	F	T	01/18/1995	AEA	50
23	AEA		F	F	T	F	F	F	F	F	NULL	BAD GP 1708 LINE BETW	04/06/1988	T	T	03/23/1989	AEA	50
24	AEA		F	F	T	F	F	F	F	F	NULL	POOR CONDITION OR UN	01/18/1989	T	T	02/24/1989	AEA	50
25	AEA		F	F	T	F	F	F	F	F	NULL	OUT OF SERVICE HYGRC	08/11/1989	F	T	01/14/1990	AEA	50
26	AEA		F	F	T	F	F	F	F	F	NULL	TELCO INWATS LINE OTS	01/13/1985	F	T	02/02/1990	AEA	50
27	AEA		F	F	T	T	F	F	F	F	NULL	CONTROLLER CHAIR PF	12/04/1988	T	T	12/26/1990	AEA	50
28	AEA		F	F	T	F	F	F	F	F	NULL	AIR CONDITIONING PROJ	07/23/1988	T	T	04/10/1992	AEA	50
29	AEA	06/28/1990	F	F	T	F	F	F	F	F	NULL	SINGLE JOURNEYMAN A	06/06/1990	T	T	06/29/1990	AEA	50
30	AEA		F	F	T	F	F	F	F	F	NULL	RMLT PROBLEMS	10/02/1987	T	T	02/02/1990	AEA	50

LOB can identify, evaluate, and control the abatement of hazards reported through the UCR process.

ucr.rpt

Q. What SMIS can do for your LOB?
A. Provide *Inspection Reporting* capability.

S.M.I.S.
SAFETY MANAGEMENT INFORMATION SYSTEM

Mishap | Hazard

View Inspection

Click the Facility Name to view the record.

Facility Name	Inspection Date	ROSHM	Inspector	Region
ACE Reg Off Smll Air Dir	12/18/2000	Chuck Lamison	Mark Safarik	CE
ACE Reg Off IRM	12/18/2000	Chuck Lamison	Mark Safarik	CE
ACE Reg. Off. Pipeline Safety	12/18/2000	Chuck Lamison	Mark Safarik	CE
ACE Reg Off Aviation Med	12/18/2000	Chuck Lamison	Mark Safarik	CE
ACE Reg Off Airports Div	12/18/2000	Chuck Lamison	Mark Safarik	CE
ACE Reg Off Exec Sup Stff	12/18/2000	Chuck Lamison	Mark Safarik	CE
ACE Reg Off RA Office & Conf	12/18/2000	Chuck Lamison	Mark Safarik	CE
ACE Reg. Off Civil Av. Sec.	12/18/2000	Chuck Lamison	Mark Safarik	CE
ACE Reg Off Military Rep	12/18/2000	Chuck Lamison	Mark Safarik	CE
ACE Reg Off Air Traffic Div	12/18/2000	Chuck Lamison	Mark Safarik	CE
Reg Off Logistics MGT SC	12/18/2000	Chuck Lamison	Mark Safarik	CE
ACE Reg Off Credit Union	12/18/2000	Chuck Lamison	Mark Safarik	CE
ACE Reg Off Cafeteria	12/18/2000	Chuck Lamison	Mark Safarik	CE
ACE Reg Off FAA Ops Center	12/18/2000	Chuck Lamison	Mark Safarik	CE
ACE Reg Off Fin Man Svc Center	12/18/2000	Chuck Lamison	Mark Safarik	CE

LOB can identify, evaluate, and control the abatement of deficiencies found during local workplace inspections.

Q. What SMIS can do for your LOB?
A. Provide OSH Training tools.

The screenshot shows a Microsoft Internet Explorer browser window titled "Safety Management Information System - SMIS - Microsoft Internet Explorer". The address bar contains the URL "http://smis.jccbi.gov/top_mgt.htm". The page content includes a paragraph of text and a video player. The text reads: "You may change the video settings by right clicking the video to display available functions. Netscape Navigator users if you are unable to view the video, click [here](#) to download the plugin necessary to display the video correctly. You may need to restart your computer after the installation. To **view** the video on line, press the play button. To **download** the video for off line viewing, right click [here](#) and select **Save Target As** for Internet Explorer or **Save Link As** for Netscape Navigator. **Note:** Media player must be installed to view the video off line." The video player shows a video of an industrial facility with a tall chimney. The video player controls indicate the video is playing at 00:31 / 10:35. A yellow callout box on the right side of the video player contains the text: "LOB can introduce employees to OSH training tools that create awareness of safety regulations and safe work practices." The browser's status bar at the bottom shows "Done" and "Internet".

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Note:

If you have questions please contact Michael Thomas at Michael.Thomas@faa.gov or 202 493-4292. The website went online on July 4, 2001.