



DEPARTMENT OF THE ARMY  
HEADQUARTERS, UNITED STATES ARMY GARRISON  
BLDG 237, B AVE, P.O. BOX 105021  
FORT IRWIN, CA 92310-5000

AMIM-NTG-ZA

22 June 2023

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: United States Army Garrison, Fort Irwin Policy #26 - Commander's Critical Information Requirements (CCIR) and Serious Incident Report (SIR) Policy

1. PURPOSE: To provide policy and procedures for reporting of significant incidents involving Service Members, Family Members, DA Civilians, and contractors who fall under the purview of the National Training Center and USAG Fort Irwin. The primary purpose is to provide guidance for CCIR and SIR reporting.

2. APPLICABILITY: This policy applies to all Commanders and Directors assigned to the USAG, Fort Irwin.

3. REFERENCES:

a. IMCOM Regulation 190-45-1, United States Army Installation Management Command (IMCOM) Serious Incident Reports (SIRs) and Commanders Critical Information Reports (CCIRs), 3 February 2020

b. IMCOM CCIR Garrison Commander's/Managers Reporting Matrix

c. Annex A, NTC CCIR Reporting Procedure Matrix, 1 September 2020

4. REPORTING REQUIREMENTS:

a. Process all CCIR and SIR reportable incidents in accordance with (IAW) IMCOM Regulation 190-45-1 (Enclosure 1). Each reportable incident begins with telephonic notification to the Commander, USAG, Fort Irwin, followed by a 5Ws (who, what, where, when, and why) to the Garrison Commander, Garrison Command Sergeant Major, Deputy Garrison Commander (DGC), Directorate of Plans, Training, Mobilization, and Security (DPTMS) staff. DPTMS staff reports the 5W's to applicable higher headquarters.

b. IMCOM CCIRs: Report incidents IAW notification timeliness and requirements outlined and as directed in the IMCOM CCIR Garrison Commander's/Managers reporting (Enclosure 2 and 3).

c. NTC CCIRs: Report incidents IAW notification timeliness and requirements as directed in Annex A, NTC CCIR Reporting Procedure Matrix (Enclosure 4).

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5. FOLLOW-UP REPORTS. Disseminate all SIR/CCIR follow-up reports to the same addressees as the original incident report.

6. PROPONENT: USAG Fort Irwin DPTMS is the proponent for this policy. Personnel may forward recommended changes to the DPTMS Director.

4 Encls

1. IMCOM Reg 190-45-1
2. IMCOM CCIRS
3. AMC CCIRS
4. NTC CCIRS

  
LANE A. BOMAR  
COL, AR  
Commanding