

Transportation Safeguards Training Site

Transportation, Storage, Issue and Turn-In of TSTS Ammunition and Explosives Items SOP – TSTS 6


Review and Concurrence



Bruce Akers, Logistics Manager,
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3/8/06

 Date



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3/9/06


 Date



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3/19/06

 Date



Calvin Irvin, Director,
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4/4/06

 Date

Annual Review	
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TRANSPORTATION, STORAGE, ISSUE, AND TURN-IN OF TSTS AMMUNITION AND EXPLOSIVES ITEMS

1.0 PURPOSE

The purpose of this Standard Operating Procedure (SOP) is to ensure the safe handling, storage, transportation issue and turn-in of all munitions assigned to the Transportation Safeguards Training Site (TSTS) located in Ft. Chaffee, Arkansas. Reference SOP T-5 (OTS Munitions Management System) specifies the administrative requirements for munitions control and accountability. This document supersedes all local documents, same subject.

2.0 SCOPE

The procedures outlined herein are applicable to all personnel associated with operations that are supported by or conducted at the TSTS. Any explosives operations that support activities under the auspices of the TSTS that are conducted at other venues will be coordinated with the host site representatives.

3.0 RESPONSIBILITY

- 3.1 The Director, Training and Logistics Command or appointed designee at TSTS is responsible for the oversight of the procedures outlined herein.
- 3.2 The Training and Logistics Command (TRALOC), Support Contract Manager or designee is responsible to ensure compliance with the provisions of this SOP.
- 3.3 The Support contractor's munitions/explosives management specialists will be responsible for the day to day management of munitions assigned to the TSTS.
- 3.4 TSTS will procure and supply all munitions required through the established procedures outlined in SOP T-5.

4.0 SAFETY AND HEALTH

- 4.1 STORAGE: All munitions items may be stored in the space allocated in the Ammunition Supply Point (ASP). Only 1.3 and 1.4 munitions items are allowed to be stored in the temporary storage location (R-MAG-14) within the TSTS compound. The following general safety rules apply to all storage locations at Fort Chaffee:
 - 4.1.1 Stack munitions by a lot number and arrange to permit adequate air circulation on all sides. Clearly indicate the line of separation between lots with a munitions data card affixed to the stack.

- 4.1.2 Commercial munitions received will be assigned an "OST" lot number by AL-Depot for proper tracking procedures and segregated since it is not uncommon to receive a mixture of lots during one shipment.
 - 4.1.3 Store munitions in stable stacks; arrange to allow ready access to any given munition lot. Dunnage shall provide a minimum clearance of two inches from the floor. Stacks are not to extend within 19 inches of the ceiling and shall not exceed six feet in height.
 - 4.1.4 Close, seal, and place "lite" boxes (partially filled) in a conspicuous place on the stack. Have no more than one lite box per lot.
 - 4.1.5 Appropriate Fire and Chemical Symbol will be displayed as applicable on buildings and storage sites containing explosives or ammunition in such a manner as to make them easily visible to approaching fire fighting forces. See local directives for exemptions.
 - 4.1.6 The fire symbol displayed on a building or storage site shall reflect the most hazardous material stored in the building or site.
 - 4.1.7 The responsible Fire Department will be notified by the TRALOC Safety Division of the Hazard Class/Division of the explosives in storage at all locations and will be notified of any change of the Fire Symbols.
- 4.2 TRANSPORTATION: Fort Chaffee is considered an "OPEN" installation. Therefore, all paved roads on Fort Chaffee are considered "Public Highways." Explosives items transported over the paved roads are considered to be "In Commerce." The following rules for transportation of explosives and munitions items apply:
- 4.2.1 Transportation of munitions on public highways is governed by Department of Transportation (DOT) Regulations (49 CFR, Parts 100-199) and the Federal Motor Carrier Safety Regulations parts 325.1 thru 399.211. Transportation of munitions on closed government reservations will be in accordance with this SOP and governing site directives.
 - 4.2.2 Drivers must possess a valid commercial drivers license (CDL) and endorsements for the type of vehicle and cargo that is handled. Personnel who handle, prepare for transportation, and receive munitions must be trained in the proper transportation, handling, storage, and accountability of government property in accordance

with DOE Explosive Safety Directives, DOT Regulations, and this SOP.

4.2.2.1 Cargo type truck and tractor drawn semi-trailer vans are preferred for the general transportation of explosives. Other types of vehicles should not be used unless the items involved or the route to be traveled make handling by cargo vehicles impractical.

4.2.2.2 Vehicles containing explosives will not be operated until the cargo has been checked to ensure safe transportation. Munitions containers will be loaded, blocked, braced, tied down, or otherwise secured to the vehicle to prevent movement. Load-securing methods must not damage explosives or containers. Vehicles will have sideboards and tailgates at least as high as the load.

- Straps or chains must be secured directly to tie down rings or fittings of an equivalent or greater strength of the strap or chain being used.
- The cargo may not be secured to vehicle sideboards; rope or web strap improvisations may not be used.

4.2.2.3 Vehicle batteries and wiring will be located so that they will not come in contact with containers or munitions.

- When applicable, placards provide guidance for fire fighting forces and other personnel responding to vehicles transporting hazardous material. DOT placards must be used as required by 49 CFR and site directives.
- The appropriate placard will be conspicuously displayed on the sides, back, and front of each vehicle transporting hazardous materials.

4.2.2.4 Prior to transporting munitions, the vehicle will be inspected. The **E-019, Driver's Vehicle Inspection Report** will be maintained in the vehicle during use.

- Vehicles will be properly maintained and clean. Cargo areas must be clean and free of trash and miscellaneous materials. Trash will not be left on dashboards, seats, floor, under seats, or in glove boxes.

- Cargo tie down straps and wheel chocks will be stowed and maintained in a serviceable condition when not in use.

4.2.2.5 Operating requirements. To ensure safe operation of vehicles transporting explosives, the following applies:

- All explosives loaded on all types of vehicles and handling equipment must be stable and secure, consistent with the type of equipment being used, before movement. Vehicles will be placarded, if required, on all 4 sides with highest class explosive on board.
- Use wheel chocks (in addition to parking brake or gears as prescribed for the specific vehicle) when loading or unloading explosives from vehicles and trailers parked on any grade or ramp steep enough to cause the vehicle to roll.
- Prior to operating a munitions laden vehicle the operator shall ensure that fire extinguishers (suitable for highest-class munitions being transported) are serviceable. Two fire extinguishers are required with a minimum rating of 10B:C, one of which shall be mounted outside the vehicle on the driver's side and one in the cab of the vehicle.
- Vehicles will be refueled prior to loading explosives.
- Explosives will not be loaded or unloaded from a vehicle while the engine is running.
- No person will be allowed to ride on or in the cargo compartment of a motor vehicle transporting explosives.
- Explosives must be packed, identified and labeled in original containers for transport. Explosives must be transported separately from non-explosive items and in compliance with shipping compatibilities. (see 49 CFR, Part 172.300, Subpart D-E)
- Seats must be provided for personnel.
- Smoking in the vehicle is prohibited.

- Explosive-laden vehicles must not be left unattended unless they are parked in a properly designated area.

5.0 ISSUANCE/TURN-IN

- 5.1 The Site Manager, Logistics Manager, Branch Chief, or a program lead at TSTS must approve all munitions requests prior to issue. This is accomplished using **the OSB Form 100** or the **OSB Form 43**. The approved forms must be turned into the armory at least 24 hours prior to the exercise.
- 5.2 When handling munitions all munitions personnel will use PPE during drawing or turn in from ASP or RMags. As a minimum it will consist of safety glasses, gloves and steel toe boots.
- 5.3 The authorized munitions will be pulled from the ASP storage area and properly shipped in accordance with DOT regulations to the armory munitions staging area. The staging/issue area is located in the SW corner of the Armory (Bldg. 1789). Only 1.4S items will be allowed inside Armory for issue, all others will be kept outside double doors of the NW corner under overhang for issue to awaiting personnel.
- 5.4 The munitions will then be broken down into the issue quantities. The items will be placed into issue containers (bags, cans, and pouches). The original packaging will be saved to re-pack unused items after the exercise.
- 5.5 The proper issue paperwork (**Bulk Issue Form**) will be prepared by the armory personnel and signed by the user. During explosives issue and turn-in operations, A MAXIMUM OF 6 RECIPIENTS WILL BE PERMITTED IN THE AREA.
- 5.6 After the exercise is completed all unused munitions and expended items will be returned to the armory munitions turn-in/staging area for accountability and proper re-packing back into an approved DOT container.
- 5.7 All returned munitions will be inspected (i.e. grenade pins, slap flare caps etc.) before re-packing back into proper shipping containers.
- 5.8 The re-packaged munitions will then be properly marked, labeled and placed in temporary explosives/munitions storage structure R-MAG-14. No munitions items of hazard class above 1.4 and in compatibility group "S" will be kept in the armory staging area overnight. No munitions items of hazard class above 1.3 will be kept in the temporary R-MAG-14.
- 5.9 All misfires will NOT be returned to the munitions staging area. If suspect munitions are discovered during inspection after turn-in, those items will

be placed in a DOT Performance Oriented Package (POP) marked container approved for that item for final disposition. Original container is preferred.

- 5.10 (NOTE: MANDATORY REQUIREMENT- 1.2 or 1.1 munitions, e.g. Ground Burst Simulator, will NOT be stored, issued, or turned-in at the TSTS compound. 1.2 munitions items will be issued and turned-in at a designated training site or ASP R-MAG-1)

6.0 TRAINING REQUIRED

- 6.1 General Explosive Safety internal training.
- 6.2 Department of Transportation (49 CFR) (every 3 years for HAZMAT employees)
- 6.3 Familiarization Training for new products.

7.0 PERSONNEL LIMITS: The following personnel limits are established for the following locations:

- 7.1 ASP – 4 operations personnel, 2 casuals
- 7.2 TSTS Campus – 4 operations personnel, 2 casuals

8.0 EMERGENCY PROCEDURE: The overall emergency control plan for the site/facility will be followed.

- 8.1 The weather monitoring station located in the ECC within the TSTS Campus as well as the National Weather Service will be utilized to track weather and warn affected personnel of approaching electrical storms.
- 8.2 All explosives operations will be terminated when electrical storms are within 5 miles.
- 8.3 The Lightning Ground System of all TSTS explosive storage locations will be maintained and inspected at appropriate intervals. Copies of Visual inspections and current Electrical Testing will be kept on site in the Armory of all tested facilities/systems. (see DOE 440.1-1, 6.4,a, b, c.)
 - 8.3.1 Visual Inspections recommended at least every 7 months.
 - 8.3.2 Visual Inspections mandatory at least annually.
 - 8.3.3 Electrical Testing recommended every 14 months.
 - 8.3.4 Electrical Testing mandatory at least every 47 months.

OFFICE OF SECURE TRANSPORTATION

EQUIPMENT ISSUE RECEIPT

Permanent

Temporary

QTY	DESCRIPTION	NUMBER (STOCK/SERIAL/BUTT)

I acknowledge receipt of and responsibility for the equipment issued above. I have inspected the equipment and agree that all is in serviceable condition. I agree to return the equipment in clean, serviceable condition.

I am aware that failure to properly use, maintain, and protect Government property is a violation of Title 18, U.S. Code Section 41 and may be punishable by a fine up to \$10,000, imprisonment for 10 years, or both.

Issued by: _____ Issued to: _____
(Printed Name)

Date: _____ Issued to: _____
(Signature)

Return Date: _____ Duty Phone: _____
(If Temporary)

Status: _____ Organization: _____