

PROGRAM 1 –COMMAND ADMINISTRATION AND MANAGEMENT

ELEMENT 1 EXPLOSIVES SAFETY MANAGEMENT		Compliant			RAC
		Yes	No	N/A	
1.1.1	Does the Safety Office have the ability/capability to support the command’s Explosives Safety Program? <i>Ref: NAVSEA OP 5 VOL 1 paragraph 1-4.4 and MCO 8020.10, Enclosure (1), Chapter 1 paragraph 2.i.(1) - (6)</i>				
1.1.2	Is the ESO appointed by the Command in writing <i>Ref: NAVSEA OP 5 VOL 1, Seventh Revision, paragraph 1-4.3.2 and 1-4.4.1 and MCO 8020.10, Enclosure (1), Chapter 1 paragraph 2.i.(6)</i>				
1.1.3	Is the ESO organizationally assigned correctly? <i>Ref: NAVSEA OP 5 VOL 1, paragraph 1-4.4.1 and MCO 8020.10, Enclosure (1), Chapter 1 paragraph 2.i.(6)(a)</i>				
1.1.4	Is the ESO effectively executing his/her duties? <i>Ref: NAVSEA OP 5 VOL 1, paragraph 1-4.4.1 a thru t and MCO 8020.10, Enclosure (1), Chapter 1 paragraph 2.j.(1)-(28)</i>				
1.1.5	Are Host/Tenant agreements (ISSA/MOU/MOA) in place to define Explosives Safety responsibilities? <i>Ref: NAVSEA OP 5 VOL 1, paragraph 1-4.3.5 and MCO 8020.10, Enclosure (1), Chapter 2 paragraph 3 and 4</i>				
1.1.6	Has the installation PWO assigned a planner to the installation's Site Approval Development Team (SADT)? <i>Ref: NOSSAINST 8020.22, paragraphs 4a(2)(a), 4a(4), and 4.c and MCO 8020.10, Enclosure (1), Chapter 1 paragraph 2.i.(4) and Chapter 5 paragraph 11.c.</i>				
1.1.7	Does the ESO provide oversight on the explosives safety aspects of munitions responses occurring within his/her Area of Responsibility? <i>Ref: NAVSEA OP 5 VOL 1, paragraph 1-4.4t and MCO 8020.10, Enclosure (1), Chapter 1 paragraph 2.j.(26)</i>				
1.1.8	Was all the required documentation submitted to the assigned ESI Team Leader via the PM Ammo EES portal at least 30 days prior to the ESI? <i>Ref: MCO 8020.14 Enclosure (1) Chapter 2, paragraph 3.a and b</i>				
ELEMENT 2 RECORDS		Compliant			RAC
		Yes	No	N/A	
1.2.1	Have all Potential Explosion Sites (PESs) been assigned NAVFACENGCOM building numbers if required? <i>Ref: NAVSEA OP 5 VOL 1, paragraph 8-8.1</i>				
1.2.2	Are records of exceptions to PESs and Exposed Sites (ESs) siting/design/construction standards maintained in permanent activity files? <i>Ref: NAVSEA OP 5 VOL 1, paragraphs 1-2(1) thru (5) and 8-1.2.6 and MCO 8020.10, Enclosure (1), Chapter 5 paragraph 11.b.(6)</i>				
1.2.3	Does the ESO provide copies of all inspections and reports for inclusion in the Safety Director’s status reports, and is the activity maintaining a log (to include mandatory log entries) documenting all deficiencies and corrective actions taken? <i>Ref: NAVSEA OP 5 VOL 1, paragraphs 1-4.4 and 11-9.1.2</i>				
1.2.4	Has the Activity/Command established and explosives safety database that meets the minimum data requirements of NOSSAINST 8020.22? Is it annually reviewed by the ESO? <i>Ref: NAVSEA OP 5 VOL 1, paragraph 8-1.2.6a, NOSSAINST 8020.22, paragraph 4a(3)(e)3 and MCO 8020.10, Enclosure (1), Chapter 5 paragraph 12</i>				

1.2.5	Are all the Potential Explosives Sites (PES) and their explosives limits listed in the Activity's Explosives Safety Information System (ESIS)? <i>Ref: NOSSAINST 8020.22, paragraphs 5d and 7b(1) and MCO 8020.10, Enclosure (1), Chapter 5 paragraph 12</i>				
ELEMENT .03 SITE APPROVAL IMPLEMENTATION		Compliant			RAC
		Yes	No	N/A	
1.3.1	Are DDESB/CNO/NOSSA/ESSO/MARCORSYSCOM site approvals on file for all current PESs? (Not required for Navy PESs constructed prior to May 1967 and still being used for original purpose, with no major modifications.) <i>Ref: NAVSEA OP 5 VOL 1, paragraph 8-1.2.6 and MCO 8020.10, Enclosure (1), Chapter 5 paragraph 11.a.(1)</i>				
1.3.2	Have all MPPEH storage areas and locations used for the processing of MPPEH been properly reviewed and site approved? <i>Ref: NAVSEA OP 5 VOL 1, paragraphs 8-1.2.1 and 13-15.4.1 and MCO 8020.10, Enclosure (1), Chapter 5 paragraph 2</i>				
1.3.3	Are all Explosives Safety Site Approval Requests (ESARs) signed by the ESO? <i>Ref: NOSSAINST 8020.22, paragraph 4a(3)(d)</i>				
1.3.4	Are all ESARs signed by the Public Works Officer (PWO) or Assistant/Deputy PWO? <i>Ref: NOSSAINST 8020.22, paragraph 4a(2)(b)</i>				
1.3.5	Does the Activity/Command have complete copies of all explosives safety site approvals? <i>Ref: NOSSAINST 8020.22, paragraph 5a(2)</i>				
1.3.6	Are all compensatory measures (e.g., administrative restrictions) outlined in the ESAR letter in place when ESQD requirements cannot be met? Are they incorporated in the appropriate Standard Operating Procedures and noted in the Activity's ESIS? <i>Ref: NOSSAINST 8020.22, paragraphs 4a(3)(d)5 and 4b(1)(c)</i>				
1.3.7	Are all explosives safety site approvals generated after 30 June 2011 processed through Naval Enterprise Data? <i>Ref: NOSSAINST 8020.22, paragraph 5c</i>				
1.3.8	Are "portable" magazines properly sited? <i>Ref: NAVSEA OP 5 VOL 1, paragraph 8-2.4.3h</i>				
1.3.9	Is a list of those pre-May 1967 PESs and their construction date (or date of acquisition for facilities not constructed by the Navy) being maintained? Do these records also identify what current criteria they are not in compliance with (i.e., ESQD arcs and LPS)? <i>Ref: NAVSEA OP 5 VOL 1, paragraphs 8-1.2.6a and MCO P8020.10B, Enclosure 1, paragraph 3b</i>				
1.3.10	Does the Activity/Command have an authorized safe haven/temporary parking for A&E laden vehicles? <i>Ref: NAVSEA OP 5 VOL 1, paragraphs 7-12.10 and 7-12.11</i>				
1.3.11	Is a suspect cargo site provided for motor vehicles, cargo containers, and railcars? <i>Ref: NAVSEA OP 5 VOL 1, paragraph 8-4.6</i>				
1.3.12	Have site approval requests been submitted for all PES projects affecting changes in utilization, mission or which affect ESQD requirements? <i>Ref: NAVSEA OP 5 VOL 1, paragraphs 8-1.2.1 and 11-1.3.2 and MCO P8020.10B, Chap 5, paragraph 2</i>				
1.3.13	Are privately owned vehicles parked at Explosives Safety Quantity Distance? <i>Ref: NAVSEA OP 5 VOL 1, paragraphs 2-1.8 and 7-13.13</i>				

1.3.14	Does the PWO have a documented process in place to evaluate repair, maintenance, and construction work performed within 110% of IBD of any PES, to determine if an ESAR is required? <i>Ref: NAVSEA OP 5 VOL 1, paragraphs 8-1.2.1 and 8-1.2.2; NOSSAINST 8020.22, paragraph 4a(2)(e)</i>				
1.3.15	Does the ESO monitor the PWO work reception process and make final Activity-level decision on whether proposed projects require ESAR? <i>Ref: NAVSEA OP 5 VOL 1, paragraphs 8-1.2.1 and 8-1.2.2 and NOSSAINST 8020.22, paragraph 4a(3)(e)</i>				
1.3.16	Does the activity have a documented system/process in place for coordinating with tenants and appropriate organizations to verify/validate the exposure data entered in SAFER (e.g., work shift/hours, numbers of personnel)? <i>Ref: SAFER Site Approval</i>				
1.3.17	Are all site approvals obtained by using the SAFER model revalidated every five years? <i>Ref: NAVSEA OP 5 VOL 1, paragraph 8-1.5.3.</i>				
1.3.18	Do SOPs capture all the conditions of the SAFER submission (ship and train schedules, personnel numbers, work shifts)? <i>SAFER Site Approval</i>				
1.3.19	Do all SAFER site approvals specify the date when an updated request is required? <i>Ref: NAVSEA OP 5 VOL 1, paragraph 8-1.5.3.</i>				
1.3.20	Are explosives operations meeting the parameters set in the SAFER submission (i.e., are explosives loaded ships and trains meeting the arrival or departure time)? <i>SAFER Site Approval</i>				
ELEMENT 4 INST/PUBS/ESQD/HERO/PROGRAMS		Compliant			RAC
		Yes	No	N/A	
1.4.1	Does the Activity/Command conducting ammunition or explosives operations have on file an up-to-date set of ordnance publications, technical manuals, safety manuals, instructions, and other pertinent data that cover all ordnance material, ammunition and ammunition components applicable to that activity? <i>Ref: NAVSEA OP 5 VOL 1, paragraphs 1-5.2.1 and MCO 8020.10, Enclosure (1), Chapter 9 paragraph 2.c.(6)</i>				
1.4.2	Is there a current HERO survey of the activity? If not, has a HERO survey been requested via the appropriate channels? <i>Ref: NAVSEA OP 3565, VOL 2, paragraphs 6-1.4(a) thru (c) and 6-2</i>				
1.4.3	Does the Activity's HERO EMCON BILL contain all required data fields as delineated in the activities current HERO Survey Report? 1. Transmitter list with HERO distances 2. Ordnance list with HERO status 3. Maps and charts identifying HERO zones 4. HERO Emissions Controls <i>Ref: NAVSEA OP 3565, VOL 2, Eighteenth Revision, paragraphs 5-1 thru 5-4 and all applicable tables</i>				
1.4.4	Are HERO warning symbols posted at locations where radar equipment or sources of EMR might create the potential for premature initiation of ordnance due to HERO (e.g., missile assembly, ammunition pier, etc.)? <i>Ref: NAVSEA OP 3565, VOL 2, Eighteenth Revision, paragraph 1-8.1 and Figure 1-4</i>				
1.4.5	Are portable and mobile radios properly labeled with the HERO unsafe and HERO susceptible ordnance separation distance as indicated in the HERO survey report? <i>Ref: NAVSEA OP 3565, VOL 2, Eighteenth Revision, paragraphs 1-8.2 and 1-8.3</i>				
1.4.6	Have all personnel involved in ordnance operations been provided HERO training, and are they familiar with all aspects of the HERO posture of the activity?				

	Ref: NAVSEA OP 3565, VOL 2, Eighteenth Revision, paragraphs 1-7.1a(1) thru (10)				
1.4.7	Does the facility have positive controls on hunting and/or fishing aboard the installation? Ref: NAVSEA OP 5 VOL 1, paragraphs 2-1.6 thru 2-1.6.4				
1.4.8	Are ship separation distances established for loading/unloading operations? Ref: NAVSEA OP 5 VOL 1, paragraph 7-10.5.1 and Table 7-14				
1.4.9	Does the Public Works Department have a written process to monitor the design and construction phase for all approved explosives sites? Ref: NOSSAINST 8020.22, paragraph 4a(2)c				
1.4.10	Are all ESQD maps used for ESAR submission or for making decisions in regard to explosives safety, and/or fire maps generated using official GIS/enterprise mapping system (Navy GeoReadiness and Marine Corps GeoFidelis)? Ref: NOSSAINST 8020.22, paragraph 6a(1)(a)				
1.4.11	Are ESQD maps being reviewed and approved by the cognizant ESO? Ref: NOSSAINST 8020.22, paragraph 6a(1)(b)				
1.4.12	Are ESQD maps clearly labeled with all the required information? Ref: NOSSAINST 8020.22, paragraph 6a(1)(c)				
1.4.13	Is there a written Explosives Safety Self-Assessment (ESSA) plan? Has it been implemented? Ref: MCO 8020.14, Enclosure (1), Chapter 4 paragraph 2 and NOSSAINST 8020.14E, Enclosure (3)				
1.4.14	Is the ESSA formally documented in writing, approved by the Activity/Command Commanding Officer/Officer In Charge and properly distributed? Ref: MCO 8020.14, Enclosure (1), Chapter 4 paragraph 2.a. and NOSSAINST 8020.14E, Enclosure (3), paragraph 3a				
1.4.15	Is the ESSA conducted at least annually and a copy of the results retained for a minimum of three years? Ref: MCO 8020.14, Enclosure (1), Chapter 4 paragraph 2 and SECNAV M-5210.1, Part III, Chapter 8, SSIC 8020				
1.4.16	Does the ESSA address all applicable programs and their elements per the Explosives Safety Inspection Evaluation Guide? Ref: MCO 8020.14, Enclosure (1), Chapter 4 paragraph 2.a				
1.4.17	Does the ESSA list regional, local, and activity specific requirements? Ref: MCO 8020.14, Enclosure (1), Chapter 4 paragraph 2.b(4)				
ELEMENT 5 EMERGENCY MANAGEMENT/FIRE PLANS/MAPS/AGREEMENTS		Compliant			RAC
		Yes	No	N/A	
1.5.1	Has the Activity/Command developed SOPs or plans designed to provide safety, security, and environmental protection? Ref: NAVSEA OP 5 VOL 1, paragraphs 4-2				
1.5.2	Is there an Activity/Command evacuation plan referencing the appropriate withdrawal distance as part of the disaster preparedness plan? Ref: NAVSEA OP 5 VOL 1, paragraph 4-5.1.6				
1.5.3	Has the Activity/Command conducted emergency planning in accordance with their disaster preparedness plan? Ref: NAVSEA OP 5 VOL 1, paragraph 4-5.1.6				
1.5.4	Are the plans coordinated with the appropriate Federal, state, and local emergency response authorities such as law enforcement, fire departments, or hospitals and any established Local Emergency Planning Committees (LEPCs)? Ref: NAVSEA OP 5 VOL 1, paragraph 4-2				
1.5.5	Does the Activity/Command's disaster preparedness plan have all the required information?				

1.5.5	Ref: NAVSEA OP 5 VOL 1, paragraphs 4-2a thru d				
1.5.6	Does the Activity/Command have a site map on file showing the locations of all magazines and magazine areas? Ref: NAVSEA OP 5 VOL 1, paragraphs 8-1.2.6b and MCO 8020.10, Enclosure (1), Chapter 1 paragraph 2.j.(6)				
1.5.7	Does the site map reflect all current data? Ref: NAVSEA OP 5 VOL 1, paragraphs 8-1.2.6b and MCO 8020.10, Enclosure (1), Chapter 1 paragraph 2.j.(6)				
1.5.8	Is the Activity/Commands General Fire Bill posted conspicuously throughout the Activity/Commands, including the magazine area, and are the Fire Bills reviewed/updated semiannually? Ref: NAVSEA OP 5 VOL 1, paragraph 4-3.1.1				
1.5.9	Does the General Fire Bill have the minimum required instructions in the event of a fire? Ref: NAVSEA OP 5 VOL 1, paragraph 4-3.1.1a thru i				
1.5.10	Are Local Fire Bills conspicuously posted at each building, magazine or magazine complex where large numbers of explosives related facilities or operating areas are involved? At a minimum are they updated annually with the current review date? Ref: NAVSEA OP 5 VOL 1, paragraph 4-3.1.2				
1.5.11	Is a fire map showing buildings, magazines, other hazardous storage areas, etc., posted in a conspicuous place at fire stations and other locations approved by the CO? Ref: NAVSEA OP 5 VOL 1, paragraph 4-3.2				
1.5.12	Does the Activity/Commands that store hazardous materials provide updates to the fire departments fire map? Ref: NAVSEA OP 5 VOL 1, paragraph 4-3.2				
ELEMENT 6 SAFETY EQUIPMENT ISSUED		Compliant			RAC
		Yes	No	N/A	
1.6.1	Is Personal Protective Equipment (PPE) furnished to employees being used properly? Ref: NAVSEA OP 5 VOL 1, paragraphs 2-4.1 and 2-4.3				
1.6.2	Is PPE properly maintained? Ref: NAVSEA OP 5 VOL 1, paragraph 2-4.5				
1.6.3	Are deluge showers and eye wash fountains provided in areas where fuel/chemicals/acids and pyrotechnics are handled? Ref: NAVSEA OP 5 VOL 1, paragraph 8-3.2.4				
1.6.4	Are personnel working with, storing, or transporting bulk black powder wearing flame-resistant clothing and conductive safety shoes free of metallic material, or any other spark-producing device? Ref: NAVSEA OP 5 VOL 1, paragraphs 10-7.1.1e and f				
ELEMENT 7 WAIVER/EXEMPTION RECORDS		Compliant			RAC
		Yes	No	N/A	
1.7.1	Are waivers/exemptions pertaining to PESs and HERO surveys current? Ref: NAVSEA OP 5 VOL 1, para 1-6.4 and 7-1.2 and NAVSEA OP 3565, VOL 2, Seventeenth Revision, paragraph 6-1.4.2				
1.7.2	Is there a plan of action to eliminate the need for the waiver or exemption? Ref: NAVSEA OP 5 VOL 1, paragraph 1-6.1 and 1-6.2				
ELEMENT 8 MISHAP/ACCIDENT REPORTING PROCEDURES/FILES		Compliant			RAC
		Yes	No	N/A	

1.8.1	Are explosive mishaps being reported in accordance with applicable instructions? <i>Ref: NAVSEA OP 5 VOL 1, paragraph 1-5.3 and MCO 8020.10, Enclosure (1), Chapter 2 paragraph 10</i>				
1.8.2	Does the ESO conduct accident investigations and record all accidents with recommendations for preventive measures? <i>Ref: NAVSEA OP 5 VOL 1, paragraph 1-4.4.1m</i>				
1.8.3	Has the ESO completed Mishap Investigation and Prevention (A-493-0078) training? <i>Ref: OPNAVINST 5100.23G, paragraph 1405</i>				
1.8.4	Are all mishap records on file? <i>Ref: NAVSEA OP 5 VOL 1, paragraph 1-5.3 and MCO 8020.10, Enclosure (1), Chapter 2 paragraph 10</i>				
ELEMENT 9 PERIODIC INSPECTIONS		Compliant			RAC
		Yes	No	N/A	
1.9.1	Are all PESs inspected at least once a year? <i>Ref: NAVSEA OP 5 VOL 1, Seventh Revision, paragraphs 1-4.4.1b, 1-4.4.1d, and 11-9.1 and MCO 8020.10, Enclosure (1), Chapter 9 paragraph 3.a</i>				
1.9.2	Are PES inspections recorded? <i>Ref: NAVSEA OP 5 VOL 1, Seventh Revision, paragraphs 1-4.4.1b, 1-4.4.1d, and 11-9.1.2 and MCO 8020.10, Enclosure (1), Chapter 9 paragraph 3.a(3)</i>				
1.9.3	Does the magazine inspection log have all the mandatory entries and are they maintained for four years? <i>Ref: NAVSEA OP 5 VOL 1, Seventh Revision, paragraph 11-9.1.2</i>				
ELEMENT 10 RECORD OF INERT ORDNANCE		Compliant			RAC
		Yes	No	N/A	
1.10.1	Has inert ordnance used for display, training and other purposes been properly certified by personnel qualified for Explosive Ordnance Disposal or personnel who have been technically qualified to make such a determination? <i>Ref: NAVSEA OP 5 VOL 1, Seventh Revision, paragraphs 2-1.4.4, 2-1.4.5, and 2-1.4.6 and MCO 8020.10, Enclosure (1), Chapter 2 paragraph 5.f</i>				
1.10.2	Are certified items properly labeled/marked? <i>Ref: NAVSEA OP 5 VOL 1, Seventh Revision, paragraph 2-1.4.7 and MCO 8020.10, Enclosure (1), Chapter 2 paragraph 5.i</i>				
1.10.3	Are items recorded on the Record of Certification and Identification Form? <i>Ref: NAVSEA OP 5 VOL 1, Seventh Revision, paragraph 2-1.4.6, 2-1.4.7 and Figure 2-1 and MCO 8020.10, Enclosure (1), Chapter 2 paragraph 5.f</i>				
1.10.4	Has all MPPEH/ammunition (potential display items) been properly screened, certified, stamped, marked or labeled with authorized inert certification? <i>Ref: NAVSEA OP 5 VOL 1, Seventh Revision, paragraphs 2-1.4.6, 2-1.4.7c(2), and Figure (2) and MCO 8020.10, Enclosure (1), Chapter 2 paragraph 5</i>				
ELEMENT 11 Amnesty Program		Compliant			RAC
		Yes	No	N/A	
1.11.1	Are amnesty turn-in items limited to .50 caliber and smaller ammunition? <i>Ref: MCO 8020.10, Enclosure (1), Chapter 2 paragraph 7.d</i>				

1.11.2	Has the installation established collection points that afford Inhabited Building Distance (IBD) levels of protection? <i>Ref: MCO 8020.10, Enclosure (1), Chapter 2 paragraph 7.f</i>				
1.11.3	Are permanent off range amnesty locations for HC/D 1.1, 1.2, and 1.3 items sited as above ground magazines and provide IBD protection? <i>Ref: MCO 8020.10, Enclosure (1), Chapter 2 paragraph 7.g.(2)</i>				
1.11.4	Do amnesty containers for HC/D 1.4S ammunition that do not require siting maintain a 50 foot fire separation distance? <i>Ref: MCO 8020.10, Enclosure (1), Chapter 2 paragraph 7.g.(2)</i>				
1.11.5	Are amnesty containers constructed of at least 10 guage steel, permanently mounted and secured? <i>Ref: MCO 8020.10, Enclosure (1), Chapter 2 paragraph 7.h.(1)</i>				
1.11.6	Are amnesty containers slots sized to accept no larger than a .50 caliber cartridge? <i>Ref: MCO 8020.10, Enclosure (1), Chapter 2 paragraph 7.h.(2)</i>				
1.11.7	Are amnesty containers clearly marked "AMNESTY BOX FOR SMALL ARMS AMMUNITION ONLY - NO SMOKING WITHIN 50 FT"? <i>Ref: MCO 8020.10, Enclosure (1), Chapter 2 paragraph 7.h.(2)</i>				
1.11.8	Are amnesty containers checked and emptied daily? <i>Ref: MCO 8020.10, Enclosure (1), Chapter 2 paragraph 7.i.(1)</i>				
1.11.9	Has an amnesty program SOP been established? <i>Ref: MCO 8020.10, Enclosure (1), Chapter 2 paragraph 7.j.(1)(c)</i>				
1.11.10	Have the physical locations of amnesty boxes been approved, in writing, by the Commanding Officer? <i>Ref: MCO 8020.10, Enclosure (1), Chapter 2 paragraph 7.j.(1)(d)</i>				
1.11.11	Has a key control program been established for amnesty program containers? <i>Ref: MCO 8020.10, Enclosure (1), Chapter 2 paragraph 7.j.(1)(e)</i>				
1.11.12	Are permanent amnesty box locations identified on the installation fire map? <i>Ref: MCO 8020.10, Enclosure (1), Chapter 2 paragraph 7.j.(1)(f)</i>				
ELEMENT 12 Explosives Safety Munitions Risk Management (ESMRM) Consequence and Risk Identification (C&RI) assessments		Compliant			RAC
		Yes	No	N/A	
1.12.1	Has the Component Commander been delegated authority to make consequence-based approval decisions by Geographic Combatant Commanders (GCC)? <i>Ref: CJCSI 4360.01A, Enclosure A, paragraph 2.a</i>				
1.12.2	Does the Component Commander coordinate or conduct Explosives Safety Munitions Risk Management (ESMRM) Consequence and Risk Identification (C&RI) assessments at all S/APOD and S/APOE, and en route infrastructure support facilities as specified in operational and contingency plans to address risk from deviations from DoD standards? <i>Ref: CJCSI 4360.01A, Enclosure A, paragraph 2.f.(1) and DoDM 6055.09-M</i>				
1.12.3	Does the Component Commander integrate ESMRM into operational and exercise planning and execution? <i>Ref: CJCSI 4360.01A, Enclosure A, paragraph 2.f.(1)</i>				
1.12.4	Are ESMRM C&RI assessments developed for assigned areas of responsibility within the theater of operations for operational locations that cannot meet explosives safety siting requirements? <i>Ref: CJCSI 4360.01A, Enclosure A, paragraph 2.f.(2)(a)</i>				

1.12.5	Is assistance provided to base commanders and Base Operating Support Integrator (BOS-I) in developing ESMRM C&RI assessments? <i>Ref: CJCSI 4360.01A, Enclosure A, paragraph 2.f.(2)</i>				
1.12.6	When explosives safety siting requirements can be met, does the Component Commander develop and submit explosives safety site plans via the chain of command to DDESB? <i>Ref: CJCSI 4360.01A, Enclosure A, paragraph 2.f.(10)</i>				
1.12.7	Does the Component Commander ensure subordinate commanders and BOS-Is comply with existing ESMRM Policy? <i>Ref: CJCSI 4360.01A, Enclosure A, paragraph 2.f.(6) and (13)</i>				
1.12.8	Where appropriate, does the Component Commander take action to eliminate or mitigate deviations from the explosives safety requirements? <i>Ref: CJCSI 4360.01A, Enclosure A, paragraph 2.f.(12)</i>				
1.12.9	Does the Component Commander ensure all supporting ESMRM C&RI assessments documentation is provided to the GCC or subordinate unified commander, as appropriate? <i>Ref: CJCSI 4360.01A, Enclosure A, paragraph 2.f.(3)(c)</i>				
1.12.10	Does the Component Commander Maintain or have access to all supporting ESMRM C&RI assessments documentation provided to the GCC? <i>Ref: CJCSI 4360.01A, Enclosure A, paragraph 2.f.(8)</i>				
1.12.11	Does the Component Commander review the approval of explosives safety event waivers for short term operations not to exceed 30 days? <i>Ref: CJCSI 4360.01, Enclosure A, paragraph 2.f.(14)</i>				
1.12.12	Are ESMRM C&RI strategic locations re-evaluated by the Component Commander within 24 months from completion of the last assessment, after a GCC change of command, or when OPLAN or CONPLAN changes occur? <i>Ref: CJCSI 4360.01A, Enclosure C, paragraph 4.a</i>				
1.12.13	Are ESMRM C&RI assessments of non-enduring locations re-submitted by the Component Commander for consequence acceptance within 24 months from completion of the last assessment, after BOS-I or contingency base commander change of command, or when significant changes at a specific location occur that affect personnel, equipment, or infrastructure? <i>Ref: CJCSI 4360.01A, Enclosure C, paragraph 4.b</i>				
1.12.14	Does the Component Commander implement and maintain effective ESMRM procedures for all DoD activities that involve or have the potential to involve military munitions? <i>Ref: CJCSI 4360.01 Enclosure A, paragraph 2.f.(11)</i>				
1.12.15	Does the Component Commander keep the DoD Geographic Commander informed on compliance with all international agreements in force for which they are responsible for per DoDD 5530.3, 11 June 1987? <i>Ref: CLCSI 4360.01A, Enclosure A, paragraph 2.f.(9)</i>				
1.12.16	Does the Component Commander, when directed by the GCC, notify, affected U.S. and host nation government officials through the U.S. Embassy (Defense Attache Office) or Department of State, to ensure communication of the potential risk to host nation personnel or assets associated with DoD logistics operations involving military munitions? <i>Ref: CJCSI 4360.01A, Enclosure A, paragraph 2.f.(7)</i>				
1.12.17	Does the Component Commander validate existing risk decisions and information contained in the assessment during the review and exercise of OPLANs and CONPLANs?				

	Ref: CJCSI 4360.01A, Enclosure A, paragraph 2.f(4)				
1.12.18	Does the Component Commander validate risk decisions when conditions change in the operational environment which affects risks and consequences to or from munitions? Ref: CJCSI 4360.01A, Enclosure A, paragraph 2.f(4)(a)				
1.12.19	Does the Component Commander, when there is a change of command, have the new commander accept existing risks? Ref: CJCSI 4360.01A, Enclosure A, paragraph 2.f(4)(b)				
1.12.20	Has the Component Commander implemented commander's risk decisions based on ESMRM MRAs for all operational locations, logistics nodes, and Lines of Communication for operation planning when the requirements of DoD 6055.09-M cannot be met? Ref: CJCSI 4360.01A, Enclosure A, paragraph 2.f(5)				
1.12.21	When delegated risk decision authority has the Component Commander assigned risk reduction mitigating strategy responsibilities to specific organizations as necessary to alleviate potential gaps in implementations of these measures? Ref: CJCSI 4360.01A, Enclosure A, paragraph 2.f(3)(b)				
1.12.22	When delegated risk decision authority has the Component Commander reviewed and taken appropriate action on ESMRM MRAs submitted for locations within the theater of operations when the requirements of DoD 6055.09-M cannot be met? Ref: CJCSI 4360.01A, Enclosure A, paragraph 2.f(3)(a)				

PROGRAM 2 – QUALIFICATION AND CERTIFICATION					
ELEMENT 1 PROGRAM		Compliant			RAC
		Yes	No	N/A	
2.1.1	Is a QUAL/CERT Program in effect for all personnel working with Ammunition and Explosives? <i>OP 5, Vol I, para 2-3.2; MCO 8023.3BB, para 4a (1)</i>				
2.1.2	Do all contracts stipulate the provision that personnel used for explosives type operations must be qualified and certified for the type of operations performed? <i>MCO 8023.3B, Enclosure (1), Chapter 4, para 3.</i>				
2.1.3	Have contractor personnel performing explosive type operations provided documentation to appropriate Navy/Marine Corp representatives to verify Qual/Cert levels of personnel? <i>MCO 8023.3B, Enclosure (1), Chapter 4, para 11.</i>				
ELEMENT 2 TRAINING		Compliant			RAC
		Yes	No	N/A	
2.2.1	Is an On-The-Job-Training (OJT) program established and OJT documented? <i>NAVSEA OP 5, Vol I, para 1-4..5.1c; MCO 8023.3B, Enclosure (1), chapter 1, para13b</i>				
2.2.2	Have all employees (military/civilian) received mandatory A&E explosives safety training? <i>NAVSEA OP 5, Vol 1, Seventh Revision, para 2-3.3 and Appendix D.</i>				
ELEMENT 3 QUALIFICATION		Compliant			RAC
		Yes	No	N/A	
2.3.1	Have all personnel engaged in explosives operations been certified by qualified medical personnel to be physically qualified? <i>OP 5, Vol 1, para 2-3.1; MCO 8023.3BB, Enclosure (1), Chapter 1, para 5.c</i>				
2.3.2	Are personnel qualified at defined levels/work tasks/SOPs as applicable? <i>MCO 8023.2, Enclosure (1), Chapter 2 and 3</i>				
2.3.3	Are personnel qualified to each separate operation and each explosive device if not covered by a specific family group? <i>MCO 8023.3B, Enclosure (1), Chapter 1, para 13a</i>				
2.3.4	Does documented training support qualification levels/work tasks/operations, etc.? <i>OP 5, Vol I, para 2-3.3.1; MCO 8023.3B, Enclosure (1), Chapter 1, para 13b</i>				
2.3.5	Does the Annual Training Form reflect documented training to satisfy/justify the certification/qualification? <i>MCO 8023.3BB, Enclosure (1), Chapter 1, para 13c.</i>				
2.3.6	Are operators of pneumatic nail Guns who also handle A&E receiving a pneumatic nail gun handler's safety summary brief prior to each evolution using a pneumatic nail gun? <i>OP 5, Vol I, para 12-3.2.6c; MCO 8023.3B, Enclosure (1), Chapter 1, para 4b (6).</i>				
2.3.7	Are sufficient number of qualified/certified Board Members being maintained at all times? <i>MCO 8023.3B, Enclosure (1), Chapter 2 and 3, para 4.a.(2) and 7.a</i>				

ELEMENT 4 CERTIFICATION		Compliant			RAC
		Yes	No	N/A	
2.4.1	Is the Board Chair designated in writing by the CO/OIC? <i>MCO 8023.3B, Enclosure (1), Chapters 2 and 3, para 4a (2)</i>				
2.4.2	Are Certification Board Members designated in writing by the CO/OIC? <i>MCO 8023.3B, Enclosure (1), Chapters 2 and 3, para 4a (2).</i>				
2.4.3	Are Certification Board Members E-6 or above (or equivalent civilian supervisor)? <i>MCO 8023.3B, Enclosure (1), Chapters 2 and 3, para 7a.</i>				
2.4.4	If assignment of an individual in the grade of E-6 or higher or civilian equivalent is not possible, has a waiver been submitted to the approving authority via the chain of command? <i>MCO 8023.3B, Enclosure (1), Chapters 2 and 3, para 7.b</i>				
2.4.5	Are certifications documented on appropriate forms? <i>MCO 8023.3B, Enclosure (1), Appendix A.</i>				
2.4.6	Is the date of certification valid (as defined by applicable directive)? <i>MCO 8023.3B, Enclosure (1), Chapter 1, para 10.</i>				
ELEMENT 5 RECORDS		Compliant			RAC
		Yes	No	N/A	
2.5.1	Are Qual/Cert training records correctly maintained? <i>MCO 8023.3B, Enclosure (1), Chapter 1, para 13b.</i>				
2.5.2	Did the individual being certified sign the form where indicated to acknowledge their certification level? <i>MCO 8023.3B, Enclosure (1), Chapters 2 and 3, para 9.</i>				
2.5.3	Did the CO/OIC//Board Chair/Board Member sign and date the Qual/Cert form as the certifying official? <i>MCO 8023.3B, Enclosure (1), Chapter 2 and 3, para 9</i>				
2.5.4	If recertification has been accomplished, did the individual being recertified and the certifying official sign and date the form? <i>MCO 8023.3B, Enclosure (1), Chapter 2 and 3, para 9.</i>				
2.5.5	Do military personnel transferred from the command have all original Qual/Cert forms transferred with them to the new unit? <i>MCO 8023.3B, Enclosure (1), Chapter 1, para 5d.</i>				

PROGRAM 3 – STANDARD OPERATING PROCEDURES					
ELEMENT 1 DEVELOPMENT/IMPLEMENTATION		Compliant			RAC
		Yes	No	N/A	
3.1.1	Are all new SOPs and any major changes to existing SOPs that were developed and approved after 10 June 2015 maintained in accordance with the latest instruction? MCO 8020.10 Enclosure (1) Chapter 10				
3.1.2	Do all activities have written standard operating procedures prior to starting operations involving ammunition or explosives (A&E)? MCO 8020.10 Enclosure (1) Chapter 10, para 3.a; NAVSEA OP 5, Vol 1, para 2-1.1				
3.1.3	Did the development, review and validation of the SOP(s) take place prior to the Commanding Officer's (or designated representative) approval? MCO 8020.10 Enclosure (1) Chapter 10, para 6.d. and 9				
3.1.4	Is the Host activity providing the appropriate oversight as specified in contractual requirements when "contractors" are responsible for development, review, validation, approval, and use of SOPs for A&E, MPPEH, and munitions or explosives of concern (MEC)? MCO 8020.10 Enclosure (1) Chapter 10, para 5.c				
3.1.5	Is the Operational Risk Management processes conducted, and are the results of hazard analysis/risk assessments used as a basis for developing the SOP? Are the results included as an element of the SOP? MCO 8020.10 Enclosure (1) Chapter 10, para 7				
3.1.6	Do SOPs provide personnel with the procedures necessary to maintain physical security, accountability and disposition control of A&E, MPPEH, and/or MEC? MCO 8020.10 Enclosure (1) Chapter 10, para 6.f. (7)				
3.1.7	Are supervisors overseeing the performance of SOP validations with the necessary workers/operators and other personnel to ensure complete understanding at all levels? MCO 8020.10 Enclosure (1) Chapter 10, para 9				
3.1.8	Did supervisors and workers/operators, before initial use, conduct a validation of applicable sections of the SOP, or whenever there was a major change to the operation, process, or facility? MCO 8020.10 Enclosure (1) Chapter 10, para 9				
3.1.9	Are validations documented, signed, and dated by personnel performing the validation? MCO 8020.10 Enclosure (1) Chapter 10, para 9				
3.1.10	Are SOPs reviewed prior to initial use by personnel responsible for the technical requirements? NOSSAINST 8023.11B, para 11a (1).				
3.1.11	1. Personnel who are responsible for support of the process in accordance with sections of the SOP, including mishap responses? MCO 8020.10 Enclosure (1) Chapter 10, para 6.d.(1)(a)				
3.1.12	2. Occupational safety and health, medical (e.g., industrial hygiene), and environmental personnel (if the process involves or may potentially involve any applicable procedures)? MCO 8020.10 Enclosure (1) Chapter 10, para 6.d.(1)(a)(3)				
3.1.13	3. The designated host command ESO and/or tenant ESO (if formal host/tenant agreement is in place)? MCO 8020.10 Enclosure (1) Chapter 10, para 6.d.(1)(a)(3); NAVSEA OP 5, Vol 1, para 1-4.4.1e				

3.1.14	4. The Host activity CO (or his designated representative), Tenant CO (if a formal host/tenant agreement is in place)? <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.d.(1)(a)(5)</i>				
3.1.15	5. Contractor's (when the operation is wholly under their control)? <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.d.(1)(b)</i>				
ELEMENT 2 FORMAT		Compliant			RAC
		Yes	No	N/A	
Do the SOPs contain the following elements:					
3.2.1	Title Page? <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.a</i>				
3.2.2	List of all applicable references? <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.b</i>				
3.2.3	Table of Contents? <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.c</i>				
3.2.4	Record of Approval which provides signatures and dates of person(s) who developed, reviewed, validated, and approved the SOP? <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.d</i>				
3.2.5	The supervisor's statement with areas for signature and date? <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.e(1)</i>				
3.2.6	The worker's statement with signatures and dates for the worker and supervisor? <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.e(2)</i>				
3.2.7	Clear and concise Step-by-Step procedures? <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.f</i>				
3.2.8	The hazard analysis/risk assessment and hazard control brief <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.i</i>				
3.2.9	Building or site diagram and/or processing diagram? <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.g(1)</i>				
3.2.10	Equipment and supplies (including approved tools, special tools and equipment and supplies) and a safety equipment list that includes PPE? <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.h</i>				
ELEMENT 3 REVIEW PROCESS		Compliant			RAC
		Yes	No	N/A	
3.3.1	Are SOPs reviewed annually with the date documented? Do they reflect current procedures? <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.d(2)</i>				
3.3.2	After expiration (four years from the date of approval), are SOPs reviewed by all applicable personnel, and contain new approval signatures prior to reissue? <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.d(4)</i>				
3.3.3	Are contractors reviewing SOPs using a similar chain of contractor personnel with a similar scope of authority? <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.b</i>				

ELEMENT 4 EFFECTIVENESS		Compliant			RAC
		Yes	No	N/A	
3.4.1	Are SOPs and applicable reference publications kept in the work area with the procedures readily available for use by workers/operators performing the process? <i>MCO 8020.10 Enclosure (1) Chapter 10, para 3.b</i>				
3.4.2	Are the hazard analysis results a permanent part of the SOP? <i>MCO 8020.10 Enclosure (1) Chapter 10, para 8</i>				
3.4.3	Are hazard control briefs prepared taking into account the results of the hazard analysis and risk assessment? <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.i(1)</i>				
3.4.4	Are hazard control briefs given to all workers/employees using the SOP prior to initial use? Is the brief given to all visitors and other transients/observers to the A&E, MPPEH or MEC location(s) when required? <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.i(1)</i>				
3.4.5	Do hazard control briefings cover all elements? <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.i(2)</i>				
3.4.6	Are hazardous materials used, consumed, or produced in the process? <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.i(2)a</i>				
3.4.7	Ways in which exposure to hazards and hazardous materials are avoided or minimized? <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.i(2)b</i>				
3.4.8	Signs of unacceptable exposure to the worker/supervisor/visitor. Or damage to the equipment? <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.i(2)c</i>				
3.4.9	First aid or other action to be taken immediately should exposure occur <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.i(2)d</i>				
3.4.10	Hazard analysis results <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.i(2)e</i>				
3.4.11	Do diagrams include the location of safety related items such as fire extinguishers, fire suppression systems, eye wash stations,... Do they illustrate explosive and personnel limits, evacuation routes, and emergency exits? <i>MCO 8020.10 Enclosure (1) Chapter 10, para 6.g.(1)a</i>				

PROGRAM 4 AMMUNITION STORAGE/MAGAZINES					
ELEMENT 1 HOUSEKEEPING/CONTROL OF VEGETATION		Compliant			RAC
		Yes	No	N/A	
4.1.1	Is a firebreak (18 inches or less) within 50 feet of any PES maintained <i>OP 5, Vol 1, para 4-1.10</i>				
4.1.2	Are all trees removed from firebreaks <i>OP 5, Vol 1, para 4-1.10.1</i>				
4.1.3	Are trees within lightning protection zones removed? <i>OP 5, Vol 1, para 4-1.10.1</i>				
4.1.4	Is vegetation around magazine ventilators kept to less than 18 inches? <i>OP 5, Vol 1, para 4-1.10.6</i>				
4.1.5	Is accumulated grass clippings removed from around the ventilators? <i>OP 5, Vol 1, para 4-1.10.6</i>				
4.1.6	Is trash removed so it does not accumulate within the firebreak <i>OP 5, Vol 1, para 4-1.10.7</i>				
4.1.7	Are magazines free and clear of extraneous materials? <i>OP 5, Vol 1, para , 4-1.7 and 11-2.8</i>				
4.1.8	Are aisles and doorways kept clear in A&E facilities? <i>Ref: NAVSEA OP 5, Vol 1, Seventh Revision, para 2-1.5.2 and 11-3.2</i>				
ELEMENT 2 PHYSICAL STRUCTURE/MAINTENANCE/EQUIPMENT		Compliant			RAC
		Yes	No	N/A	
4.2.1	Do electrical services run underground for the last 50 feet to explosives operating buildings and magazines? <i>OP 5, Vol 1, para 5-10</i>				
4.2.2	Are ventilators provided for all magazines unless specifically identified as not required by site approval? <i>OP 5, Vol 1, para 8-2.3.5</i>				
4.2.3	Are magazine ventilators in good working order? <i>OP 5, Vol 1, para 8-2.3.5.</i>				
4.2.4	Are screens installed on ventilators? <i>OP 5, Vol 1, para 8-2.3.5</i>				
4.2.5	Where flappers are installed, are they secured with fusible links, secured in an open position, or removed? <i>OP 5, Vol 1, para 8-2.3.5</i>				
4.2.6	Are magazine doors fitted properly to seal the opening against dust, rain, rodents, etc.? <i>OP 5, Vol 1, para 8-2.3.2</i>				
4.2.7	Are thermometers installed within magazines where the item program manager has established temperature limits? <i>OP 5, Vol 1, para 11-2.5.1</i>				
4.2.8	Is the earth cover of magazines designated as ECMs a minimum of two feet? <i>OP 5, Vol 1, para 8-2.5.5</i>				
4.2.9	Is the top of the magazine free from trash, debris, and stones larger than 6 inches in diameter? <i>OP 5, Vol 1, para 8-2.5.5</i>				

4.2.10	Are floor drains within magazines that store liquid explosives sealed? <i>OP 5, Vol 1, para 8-2.3.4</i>				
4.2.11	In magazines used for liquid chemical storage, are floors concrete and treated to render them non-absorbent? <i>OP 5, Vol 1, para 11-8.13.3</i>				
4.2.12	Is a water-filled container located in the immediate vicinity of a magazine containing WP? <i>OP 5, Vol 1, para 11-8.13.6.a</i>				
4.2.13	Are ingredients to mix 5% bicarbonate solution available in vicinity of WP stowage? If pre-mixed, is container labeled to show contents and date mixed? Is it replaced every three months? <i>OP 5, Vol 1, para 11-8.13.6.c</i>				
4.2.14	Are a set of band cutters provided to facilitate removal of individual WP leakers from pallets for water immersion? <i>OP 5, Vol 1, para 11-8.13.6.d</i>				
4.2.15	Are special firefighting/extinguishing agents and equipment readily available where applicable? <i>OP 5, Vol 1, para 11-9.3.10</i>				
ELEMENT 3 COMPATIBILITY OF AMMUNITION STORED		Compliant			RAC
		Yes	No	N/A	
4.3.1	Where different types of A&E are stored together, is storage compatibility maintained? <i>OP 5, Vol 1, para 11-2.2.d through 11-2.2.h, and Table 3-10</i>				
4.3.2	Has the storage of Non-DOD A&E, including Commercial or Foreign, been authorized? <i>OP 5, Vol 1, para 2-1.4.13</i>				
4.3.3	For DOD-owned commercial, foreign, or unapproved A&E stored, have security risk and surveillance requirements been met? <i>NAVSEA OP 5, Vol 1, para 11-8.15.8.a</i>				
ELEMENT 4 STORAGE CONDITIONS		Compliant			RAC
		Yes	No	N/A	
4.4.1	Is A&E in open storage on dunnage and covered with waterproof covering supported at least 12 inches above the material as well as around its edges? <i>OP 5, Vol 1, para 11-5.4</i>				
4.4.2	Is ammunition stacked in such a manner as to ensure against toppling or collapse of stack? <i>OP 5, Vol 1, para 11-2.6.2</i>				
4.4.3	Is suitable dunnage used to support stacked ammunition containers? <i>OP 5, Vol 1, para 11-2.6.2.a</i>				
4.4.4	Are 5-inch and 6-inch projectiles arranged in adjacent rows positioned either nose-to-nose or base-to-base? <i>Ref: NAVSEA OP 5, Volume 1, Seventh Revision, paragraph 11-8.4.1.i.(1)</i>				
4.4.5	Are loaded projectiles stored with fuze holes closed by approved fuzes or fuze hole plugs? <i>OP 5, Vol 1, para 11-8.4.1.k</i>				
4.4.6	Are WP/ and PWP-filled projectiles stored vertically, nose-up where temperatures of magazines might rise to 100° F? <i>OP 5, Vol 1, para 11-8.4.1.(i).(2)</i>				
4.4.7	Are black powder containers observed to determine serviceability with respect to tightness of closures, absence of leaky seams, punctures, and serious corrosion? <i>OP 5, Vol 1, para 11-9.3.1. and 11-9.3.1 a.</i>				

4.4.8	Are pyrotechnics within their service life? <i>OP 5, Vol 1, para 11-8.14.6</i>				
4.4.9	Is small arms ammunition stored and stacked according to type and lot number? Is each stack placarded correctly? <i>OP 5, Vol 1, para 11-8.5.3</i>				
4.4.10	Are requirements for A&E stored in containers being observed? <i>OP 5, Vol 1, para 11-1.4.1 and 11-2.6.4</i>				
4.4.11	Are empty container requirements being met? <i>OP 5, Vol 1, para 11-1.5</i>				
4.4.12	Is dunnage used to raise containers one-inch off the floor? <i>OP 5, Vol 1, para 11-8.1.2.d</i>				
ELEMENT 5 PROCEDURES/SAFETY		Compliant			RAC
		Yes	No	N/A	
4.5.1	Are magazines/magazine areas inspected prior to initial use/reuse after being empty, and periodically while in use? <i>OP 5, Vol 1, para 11-9.1</i>				
4.5.2	Are correct chemical hazard/fire division symbols posted on magazines? <i>OP 5, Vol 1, para 4-4.2.9; Figures 4-2 through 4-4 and Tables 4-1 through 4-3</i>				
4.5.3	Is the quantity of ammunition stowed within authorized limits? <i>OP 5, Vol 1, para 11-2.2.2</i>				
4.5.4	Are explosive limit signs posted/painted (indicating maximum authorized quantity of explosives permitted in the magazine by class and division) in all magazines and related areas? <i>OP 5, Vol 1, para 7-4.4, 7-4.4.2.2, and 7-4.4.3.2</i>				
4.5.5	Are only permitted operations conducted in magazines? Are they in accordance with an approved SOP? <i>OP 5, Vol 1, para 11-3.1.1</i>				
4.5.6	Are partially filled containers of A&E marked "light box" if required? <i>OP 5, Vol 1, para 11-2.6.4</i>				
4.5.7	Are A&E containers properly marked before being stowed? <i>OP 5, Vol 1, para 11-1.4.1</i>				
4.5.8	Are empty ordnance containers inspected, marked, sealed, and properly certified? Is there accompanying Material Documented As Safe (MDAS) certification Documentation? <i>OP 5, Vol 1, para 11-1.5</i>				
4.5.9	Are damaged containers of A&E being repaired prior to storage in magazines? <i>OP 5, Vol 1, para 11-1.4.1</i>				
4.5.10	Are heat or spark producing devices prohibited in a magazine or magazine area and where smoking is allowed are the areas designated and do they meet the requirements of NAVSEA OP 5? <i>OP 5, Vol 1, para 4-1.6.1 through 4-1.6.3</i>				
4.5.11	Are magazines used for the purpose for which they were designed and assigned? <i>OP 5, Vol 1, para 11-2.1</i>				
4.5.12	Are general safety precautions posted or listed in current SOP? Are specific safety precautions posted? <i>OP 5, Vol 1, para 7-4.4.2.2 and 11-2.7.2</i>				
4.5.13	Is adequate personnel protective equipment available for dealing with health hazard items and fires? <i>OP 5, Vol 1, para 2-4.3, 4-4.2.6.1 and 11-8.13.6.b</i>				

4.5.14	Is the required firefighting equipment available at all magazines during MHE operations? <i>OP 5, Vol 1, para 4-3.6.1</i>				
4.5.15	Are the flashlights and lanterns used in magazines of an approved type? <i>OP 5, Vol 1, para 4-1.14 and 5-10.4.3</i>				
4.5.16	Are inert materials being stored with A&E? <i>OP 5, Vol 1, para 11-2.2.g</i>				
4.5.17	Are fumes or exudates noted in magazines? <i>OP 5, Vol 1, para 9-5.7.2</i>				
4.5.18	Are water-activated pyrotechnics stored separately? If stored with other pyrotechnics, are they marked to indicate that no water is to contact them? <i>OP 5, Vol 1, para 11-8.14.2</i>				
4.5.19	Is bomb/bomb type ammunition checked for exudation, leakage of explosive material? <i>OP 5, Vol 1, para 11-9.3.6</i>				
4.5.20	Are bulk initiating explosives stored only with other bulk initiating explosives? <i>OP 5, Vol 1, para 11-8.1.3.b</i>				
4.5.21	Is more than one person allowed in a magazine containing bulk initiating explosives except when absolutely necessary? Is there a second person within voice communication distance? <i>OP 5, Vol 1, para 11-8.1.3.d.(3)</i>				
4.5.22	Are magazines that contain bulk initiating explosives inspected on a strict schedule? <i>OP 5, Vol 1, para 11-9.3.1.c</i>				
4.5.23	Have Commanders of Navy and Marine Corps facilities that store Depleted Uranium designated in writing an individual responsible for all radiological safety aspects of Depleted Uranium? <i>NAVAL RADIOACTIVE MATERIALS PERMIT NO. 13-00164-L1NP, Amendment 05, paragraph 19</i>				
4.5.24	Does the Command storing Depleted Uranium maintain all the required documentation? <i>NAVAL RADIOACTIVE MATERIALS PERMIT NO. 13-00164-L1NP, Amendment 05, paragraphs 16 and 17.a through 17.F</i>				
4.5.25	Has the Command storing Depleted Uranium conducted the required annual inventory? Does the Command have on file five years of <i>NAVAL RADIOACTIVE MATERIALS PERMIT NO. 13-00164-L1NP, Amendment 05, paragraph 20.</i>				
ELEMENT 6 ROADS/APRONS/LOADING RAMPS		Compliant			RAC
		Yes	No	N/A	
4.6.1	Are shipping ramps, docks and platforms (4-feet or more above adjacent floor) conspicuously painted or provided with properly placed side rails when used for loading or unloading A&E? <i>OP 5, Vol 1, para 8-4.4</i>				
4.6.2	Are road systems serving magazines, operating buildings, or pier and wharf facilities arranged so that vehicles carrying explosives will not be isolated on dead-end roads in case of fire or explosion? Are they in good repair? <i>OP 5, Vol 1, para 8-7.1</i>				

PROGRAM 5 OPERATING BUILDINGS AND PRODUCTION LINES

ELEMENT 1 SOP AT SITE		Compliant			RAC
		Yes	No	N/A	
5.1.1	Has an SOP been prepared for the A&E operation and is the SOP, along with applicable reference publications kept in the work area? <i>Ref: NAVSEA OP 5, VOL 1, Seventh Revision, paragraphs 2-1.1; MCO 8020.10 Enclosure (1), Chapter 10 para 3.b</i>				
5.1.2	Are personnel thoroughly indoctrinated regarding their duties as prescribed by the SOP? <i>Ref: NAVSEA OP 5, VOL 1, Seventh Revision, paragraph 2-3.3.2 ; MCO 8020.10 Enclosure (1), Chapter 10 para 5.b</i>				
5.1.3	Are all Tools (manual/powered) used in operations involving ammunition and explosives used in accordance with the SOP? Are they listed in the SOP? <i>Ref: NAVSEA OP 5, VOL 1, Seventh Revision, paragraphs 2-4.9.3, 9-2.9 and 9-3.3.2</i>				
5.1.4	Are authorized power tools for specific operations completely and explicitly defined in the SOP? <i>Ref: NAVSEA OP 5, VOL 1, Seventh Revision, paragraph 9-2.9.2</i>				
5.1.5	Are procedures in place to ensure personnel discontinue ordnance operations and evacuate, if required, in event of electrical storms? <i>Ref: NAVSEA OP 5, VOL 1, Seventh Revision, paragraphs 6-10, 6-10.2.1 and 6-10.2.2</i>				
ELEMENT 2 HOUSEKEEPING		Compliant			RAC
		Yes	No	N/A	
5.2.1	Are buildings and spaces kept clean at all times? <i>Ref: NAVSEA OP 5, VOL 1, Seventh Revision, paragraphs 2-1.5.1, 4-1.7-8 and 9-2.6.1 through 9-2.6.4</i>				
5.2.2	Are flammable liquids (paints and solvents) properly stored in NFPA approved lockers? <i>Ref: NAVSEA OP 5, VOL 1, Seventh Revision, paragraph 8-3.3.2</i>				
5.2.3	Is A&E waste collected in special well-marked containers and kept segregated from other combustible A&E scrap material? Are all combustibles and explosive scraps and waste removed daily? <i>Ref: NAVSEA OP 5, VOL 1, Seventh Revision, paragraph 4-1.7.2 - 8</i>				
5.2.4	Are authorized hand tools stored safely? <i>Ref: NAVSEA OP 5, VOL 1, Seventh Revision, paragraph 2-1.5.4</i>				
5.2.5	Is compressed air prohibited from being used to clean around exposed explosive material? <i>Ref: NAVSEA OP 5, VOL 1, Seventh Revision, paragraph 9-2.9.6</i>				
5.2.6	Is vegetation within 50 feet of any PES controlled, except where topography or other physical characteristics make it impossible? <i>Ref: NAVSEA OP 5, VOL 1, Seventh Revision, paragraph 4-1.10</i>				
5.2.7	Is ventilation adequate for areas where dust or fumes are present? <i>Ref: NAVSEA OP 5, VOL 1, Seventh Revision, paragraphs 8-3.2.7.2a through i</i>				
5.2.8	Are exhaust ventilation systems cleaned on a regular basis? Does a maintenance log exist? <i>Ref: NAVSEA OP 5, VOL 1, Seventh Revision, paragraph 8-3.2.7.2h</i>				

5.2.9	Has a hazard assessment been performed for exhaust ventilation systems subject to buildup of A&E contaminants? Do written procedures exist that specify cleaning frequency and risk minimization? <i>Ref: NAVSEA OP 5, VOL 1, Seventh Revision, paragraph 8-3.2.7.2h</i>				
ELEMENT 3 EMERGENCY ESCAPE		Compliant			RAC
		Yes	No	N/A	
5.3.1	Are there an adequate number of exits and are operations and equipment so arranged that all persons have unobstructed exit paths? <i>OP 5, VOL 1, para 8-3.1.5</i>				
5.3.2	Do exit doors open outward? Are they the correct size and are anti-panic catches provided? <i>OP 5, VOL 1, para 8-3.1.5.1</i>				
5.3.3	Has a local fire bill been prepared and updated annually for each A&E operating area and does the fire bill posted identify responsible individuals and their specific emergency duties? <i>OP 5, VOL 1, para 4-3.1.2</i>				
ELEMENT 4 EMERGENCY EQUIPMENT/SAFETY/INTERLOCKS		Compliant			RAC
		Yes	No	N/A	
5.4.1	Are explosives limits posted at all locations where required? <i>OP 5, VOL 1, para 7-4.4 and 7-4.4.1.2</i>				
5.4.2	Are personnel limits posted so that they can be readily seen upon entrance to building, room or space? <i>OP 5, VOL 1, para 7-7.2</i>				
5.4.3	Does the installed fire protection/firefighting equipment meet the requirements for the material stored/processed therein? <i>OP 5, VOL 1, para 4-3.6 and 4-3.9</i>				
5.4.4	Is a supervisory alarm installed for all deluge and pre-action sprinkler systems? <i>OP 5, VOL 1, para 4-3.9.7</i>				
5.4.5	Is fire protection/firefighting equipment in good order and inspected periodically? <i>OP 5, VOL 1, para 4-1.5</i>				
5.4.6	Is appropriate spark proof/conductive footwear, leg stats, wrist stats, etc., for particular operations being worn? <i>OP 5, VOL 1, para 2-4.7.5.1, 5-5.3 and 5-5.3.2</i>				
5.4.7	Is rough handling of A&E observed? <i>OP 5, VOL 1, para 10-1.1.1</i>				
5.4.8	Are shatterproof windows installed in operating buildings or adjacent buildings? Is shatterproof glazing or plastic material used? <i>OP 5, VOL 1, para 8-3.1.11</i>				
5.4.9	Is a red flag displayed near the entrance of any building or location when work involving A&E is in progress? <i>OP 5, VOL 1, para 9-2.4.5 and 11-3.3</i>				
5.4.10	Where smoking is allowed near a PES, are windows and doors of rooms and buildings screened (not required on exterior windows that cannot be opened or on doors with automatic closure devices)? Are electric lighters and metal ashtrays provided? Are 2.5 gallon pressure water or equivalent type fire extinguishers available at smoking areas? <i>OP 5, VOL 1, para 4-1.6.1, 4-1.6.2 and 4-1.6.3</i>				

5.4.11	Is the "no articles of adornment" rule for employees enforced in locations where explosive materials are exposed? <i>OP 5, VOL 1, para 2-4.9.1</i>				
5.4.12	Are the "NO SMOKING" and "NO CARRYING SPARK PRODUCING DEVICES" rules enforced? <i>OP 5, VOL 1, para 2-4.9.5 and 4-1.6.1</i>				
5.4.13	Are proper safety hand tools (e.g. non-sparking) for the operation involved being used? <i>OP 5, VOL 1, para 9-2.9 .1b.</i>				
5.4.14	Are unauthorized personnel excluded or prohibited in operating buildings and areas? <i>OP 5, VOL 1, para 1-4.5.1g and 7-7.1</i>				
ELEMENT 5 TEMPORARY/OVERNIGHT STORAGE		Compliant			RAC
		Yes	No	N/A	
5.5.1	Where A&E may be stored overnight in an operating/assembly building does the building meet requirements for overnight storage (e.g., sprinkler system)? <i>OP 5, VOL 1, para 11-6.3</i>				

PROGRAM 6 LIGHTNING PROTECTION AND GROUNDING

ELEMENT 1 TEST PLAN/ PROCEDURES		Compliant			RAC
		Yes	No	N/A	
6.1.1	Has a grounding system test plan been established for visual inspection and electrical testing of the primary and secondary grounding system and grounded components? <i>OP 5, Vol Para 5-8.1 and 6-9.1</i>				
6.1.2	Does the overall grounding system test plan identify the responsibilities for maintaining and updating specific test procedures, conducting the tests, recording the test results, reviewing the test results and scheduling corrective actions? <i>OP 5, Vol 1, Para 5-8.1.1</i>				
6.1.3	Is a sketch of each facility to be tested included in the test plan and does the sketch include all test points that require testing? <i>OP 5, Vol 1, Para 5-8.1.7</i>				
6.1.4	Are the proper procedures used for testing lightning/grounding systems? <i>OP 5, Vol 1, Para 5-8.2 and 5-8.2.2</i>				
ELEMENT 2 TEST/INSPECTION/RECORDS		Compliant			RAC
		Yes	No	N/A	
6.2.1	Are personnel that perform various functions (testing and inspection) trained and qualified? <i>OP 5, Vol 1, Para 5-8.1.2 and Appendix D</i>				
6.2.2	Are ground systems tested, inspected and records maintained as required? <i>OP 5, Vol 1, Para 5-8.2, 5-8.2.7, 5-8.3 and 6-9</i>				
6.2.3	Are test records maintained for six inspection cycles? <i>OP 5, Vol 1, Para 5-5 and 5-8.2.7</i>				
6.2.4	Is the primary or secondary ground girdle tested for electrical resistance and continuity, upon installation (monthly during first year) and at least every 24 months thereafter? <i>OP 5, Vol 1, Para 5-8.2.2</i>				
6.2.5	Is the interconnection between the secondary grounding girdle and other grounds (power/ instrumentation/ static/ ordnance/ structural) tested upon installation and every 24 months thereafter? <i>OP 5, Vol 1, Para 5-5, 5-8.1.4 and 6-9.2</i>				
6.2.6	Are ordnance ground systems visually inspected at least every six months and tested at least every 24 months? <i>OP 5, Vol 1, Para 5-5.4.5.1 and 5-5.4.5.2</i>				
6.2.7	Are portable/installed ground cables visually inspected and tested for electrical resistance? <i>OP 5, Vol 1, Para 5-9 through 5-9.7.7</i>				
6.2.8	Are conductive floors inspected and tested? <i>OP 5, Vol 1, Para 5-5.3.1</i>				
6.2.9	Are conductive shoes tested as required (at least once every 3 months)? <i>OP 5, Vol 1, Para 5-5.3.2.2</i>				

ELEMENT 3 EQUIPMENT AND MAINTENANCE		Compliant			RAC
		Yes	No	N/A	
6.3.1	Is test equipment used to measure the earth resistance specifically designed for earth ground system testing? <i>OP 5, Vol 1, Para 5-8.2.4</i>				
6.3.2	Is all metallic equipment properly bonded/grounded? <i>OP 5, Vol 1, Para 6-6</i>				
6.3.3	Are repairs made as necessary to obtain proper resistance within the system? <i>OP 5, Vol 1, Para 5-4.1 and 6-9</i>				
6.3.4	Has the Commanding Officer or designated representative identified all hazardous locations (Class I, II & III locations) within the activity and are these locations documented in a permanent record? <i>OP 5, Vol 1, Para 5-2</i>				
6.3.5	Are ordnance ground systems isolated from all other ground systems and connected by separate and distinct leads to the facility ground girdle at a single point? <i>OP 5, Vol 1, Para 5-5.4.1</i>				
6.3.6	Are ordnance grounds clearly marked to preclude misidentification? <i>OP 5, Vol 1, Para 5-5.4.4</i>				
6.3.7	Is fencing properly bonded/grounded to include pedestrian gates and gates where explosives loaded vehicles transit? <i>OP 5, Vol 1, Para 6-6.3.2</i>				
6.3.8	Have ground grab bars been installed outside and adjacent to doors other than exit doors of operating buildings, where required? <i>OP 5, Vol 1, Para 5-5.3.5</i>				
6.3.9	Are buildings or compartments (room, bay, cell, etc.) used for operations involving static sensitive materials furnished with non-sparking conductive floors? <i>OP 5, Vol 1, Para 5-5.3.1</i>				
6.3.10	Is equipment (non-electrical) which either encloses energized conductors or is adjacent thereto, properly interconnected and grounded? <i>OP 5, Vol 1, Para 5-5.1.1</i>				
6.3.11	Is grounding of operators during operations involving handling of exposed explosives, Electro-Explosive Devices (EEDs) and sensitive materials adequate? <i>OP 5, Vol 1, Para 5-9</i>				
6.3.12	Are all metal masses to ordnance handling, operating and storage facilities considered for sideflash, and are they properly grounded/bonded when required? <i>OP 5, Vol 1, Para 6-6.3</i>				
6.3.13	Are ground rods a minimum of 3/4-inch in diameter, copper or copper-clad steel, a minimum of 8ft in length, a minimum of 10 ft in the ground and a minimum of 2ft below grade unless in a test well (if in a test well the rod shall be a minimum of 10ft)? <i>OP 5, Vol 1, para 5-4.1.1a through 5-4.1.1e</i>				

ELEMENT 4 LIGHTNING PROTECTION		Compliant			RAC
		Yes	No	N/A	
6.4.1	Are ordnance handling, operating and storage facilities/areas provided with lightning protection as required? <i>OP 5, Vol 1, Para 6-3</i>				
6.4.2	If lightning protection is omitted/not installed on a facility, are the reasons for not protecting the facility documented and kept with the related site approval documentation? <i>OP 5, Vol 1, Para 6-3.1</i>				
6.4.3	Do all Class II and III storage facilities have lightning protection and secondary ground system as required? <i>OP 5, Vol 1, Para 6-8.2.2 and 6-8.2.3</i>				
6.4.4	Are commercially built, pre-engineered "portable" magazines/magazine groups properly grounded to provide 25 ohms or less ground resistance? <i>OP 5, Vol 1, Para 6-8.2.2.1 and 6-8.2.2.2</i>				
6.4.5	Are all metal parts of magazines that pose a side-flash hazard properly bonded? <i>OP 5, Vol 1, Para 6-6.3</i>				
6.4.6	Are metal ventilators bonded to secondary ground system? <i>OP 5, Vol 1, Para 6-8.2.1 and 8-2.3.5</i>				
6.4.7	Are railroad tracks grounded at points prior to entering a zone of lightning protection? <i>OP 5, Vol 1, Para 6-6.3.1</i>				
6.4.8	Are lightning protection systems installed on piers/wharves as required? <i>OP 5, Vol 1, Para 6-8.2.3.1</i>				
6.4.9	Are mast down conductors placed symmetrically (on opposite sides) about the mast? <i>OP 5, Vol 1, Para 6-4.1.2</i>				
6.4.10	Are shade structures used for ordnance operations protected by a mast or catenary lightning protection system? <i>OP 5, Vol 1, Para 5-5.3.1a</i>				
ELEMENT 5 STORM WARNING SYSTEM		Compliant			RAC
		Yes	No	N/A	
6.5.1	Is a lightning warning system required and installed correctly? <i>OP 5, Vol 1, Para 6-2</i>				
6.5.2	Has specific criteria been established for terminating A&E operations at the approach of a thunderstorm and do the procedures allow for the termination of operations prior to a storm approaching within ten miles? <i>OP 5, Vol 1, Para 6-2.3 and 6-10</i>				
ELEMENT 6 ROADS/APRONS/LOADING RAMPS		Compliant			RAC
		Yes	No	N/A	
6.6.1	Are shipping ramps, docks and platforms (4-feet or more above adjacent floor) conspicuously painted or provided with properly placed side rails when used for loading or unloading A&E? <i>OP 5, Vol 1, para 8-4.4</i>				
6.6.2	Are road systems serving magazines, operating buildings, or pier and wharf facilities arranged so that vehicles carrying explosives will not be isolated on dead-end roads in case of fire or explosion? Are they in good repair? <i>OP 5, Vol 1, para 8-7.1</i>				

PROGRAM 7 ENVIRONMENTAL COMPLIANCE					
ELEMENT 1 EOD/EXPLOSIVES OR MUNITIONS EMERGENCY RESPONSE		Compliant			RAC
		Yes	No	N/A	
7.1.1	Does the installation ensure that when extenuating circumstances delay completion of the emergency response that the site remains safe and secure during the delay? MCO 5090.2A 21204.2.(b).(3)				
7.1.2	Does the installation ensure that delays in the completion of an emergency response on documented on the incident response sheet? MCO 5090.2A 21204.2.(b).(3)				
7.1.3	Does the installation ensure that the requirement for an emergency permit has been coordinated with the installation’s environmental office and the appropriate regulatory authority prior to implementing emergency actions? MCO 5090.2A 21204.2.(c).(1)				
7.1.4	Does the installation ensure that when an off-installation emergency response involves only civilian munitions or explosives that the requesting agency provides the emergency permit? MCO 5090.2A 21204.2.(c).(2)-(d)				
7.1.5	Does the installation ensure that EOD maintains call sheets for all emergency response? MCO 5090.2A 21204.3				
7.1.6	Does the installation maintain emergency permits for three years? IMRP Chapter 9 a.9				
7.1.7	Does the installation ensure that the requirements for an emergency permit have been coordinated with the installation’s environmental office and the appropriate regulatory authority prior to implementing emergency actions? MCO 5090.2A Chapter 21204.2.(c).(1)				
7.1.8	Does the installation ensure that an MOU/MOA is in place between EOD with the appropriate Federal, State, and local authorities? IMRP Chapter 9 A.10				
7.1.9	Does the installation ensure that EOD response sheets (covering responses to munitions not on an active range) are submitted to PMAM EES MRIP Chapter 7				
7.1.10	Does the installation treat WMM, other than an emergency response, at locations which are not RCRA permitted? MRIP Chapter 7 E.1				
7.1.11	Does the open burn/open detonation range have the appropriate site approvals, if required? NAVSEA OP 5 13-2.2.1.a				
7.1.12	Is burning conducted in/on an approved containment device? NAVSEA OP 5 13-2.2.1.b				
7.1.13	Has a crew shelter been approved? NAVSEA OP 5 13—3.2.4.b				

7.1.14	Is the crew shelter separated from the point of detonation at the required distance? NAVSEA OP 5 13-2.2.1.a				
7.1.15	Is an emergency area or shelter (four foot hole or a four foot earthen embankment) available to provide personnel protection from high velocity fragmentation? NAVSEA OP 5 13-2.2.1.a				
ELEMENT 2 OPERATIONAL RANGES		Compliant			RAC
		Yes	No	N/A	
7.2.1	Does the installation permanently maintain records that identify all military munition expenditures? Do these records contain the following information: MCO P5090.2A 21203.3 a (1), (2), (3)				
	1. Expenditure of all military munitions including military munitions type, quantity, location, using unit, and estimated dud rate.				
	2. Operational range clearance operations or EOD incidents conducted on or off operational ranges including military munitions type, quantity, and location.				
	3. The coordinates of all areas known or suspected of containing UXO.				
7.2.2	If the range has a permanent ammunition storage facility, has this facility been properly sited? NAVSEA OP 5 4-3.2				
ELEMENT 3 MPPEH/RECYCLING		Compliant			RAC
		Yes	No	N/A	
7.3.1	Does the installation manage MPPEH in accordance with DoDI 4140.62 (MPPEH)? MCO 5090.2A 21205				
7.3.2	Does the installation ensure that MPPEH or MDEH is not transported or shipped over public transportation routes unless determined safe for transport?				
7.3.3	Does the installation ensure that explosive safety arcs for MPPEH collection points on active ranges remain within the operational range's impact area and associated safety buffer zone? DoDM 6055.09M V7.E6.3.2.2.				
7.3.4	Does the installation ensure that explosives safety status of material to be transferred or released from DoD has been established by one of the two processes: a. After a 100% inspection and another 100% independent reinspection. b. After processing by a DDESB approved means with an appropriate postprocessing inspection. MCO 5090.2A 21205.4.(a) & (b)				
	Does the installation ensure that MPPEH and MDEH are transferred only to entities or individuals that: a. Have the licenses and permits required to receive, manage, and process the ,materials. b. Have the technical expertise about known or suspected explosives hazards associated with the MPPEH or MDEH being received.				

7.3.5	<p>c. Are qualified to receive, manage, and process MPPEH or MDEH in accordance with this manual and any implementing guidance.</p> <p>d. Have personnel who are:</p> <p>(1) Experienced in the management and processing of materials with explosives hazards equivalent to the MPPEH or MDEH being received.</p> <p>(2) Trained and experienced in the identification and safe handling of used and unused military munitions and any potential explosives hazards that may be associated with the specific MPPEH or MDEH being received.</p> <p>MCO 5090.2A 21205.5</p>				
7.3.6	<p>Does the installation require an explosives risk evaluation before allowing the receipt, management, or processing of MPPEH or MDEH?</p> <p>MCO 5090.2A 21205.5.e</p>				
7.3.7	<p>Does the installation ensure that only MDAS is released to the public?</p> <p>MCO 5090.2A 21205.5.f</p>				
7.3.8	<p>Does the installation maintain controlled access to areas used to hold MDAS</p>				
	<p>Does the installation have a process in place to ensure the proper chain of custody for MDAS?</p>				
7.3.9	<p>Are adequate controls in place to prevent co-mingling of MPPEH and MDAS?</p> <p>NAVSEA OP 5 13-15.6.1</p>				
7.3.10	<p>Does the installation verify that a documented evaluation indicates that the receiver meets applicable requirements prior to the transfer or release from DoD of MPPEH or MDEH?</p> <p>MCO 5090.2A 21205.6</p>				
7.3.11	<p>Does the installation ensure that personnel who inspect, process, or document MPPEH shall be trained in:</p>				
	<p>a. Recognition and safe handling of used and unused military munitions and specific types of MPPEH.</p>				
	<p>b. Demilitarization and trade security controls and procedures that apply to MPPEH, MDEH, and MDAS that is to be released from DoD control.</p>				
	<p>c. Identification, management and processing requirements that may apply to specific types of MPPEH or MDEH.</p> <p>MCO 5090.2A 21205.7. (a) & (b) & (c)</p>				
7.3.12	<p>Does the installation ensure that personnel who inspect, process, or document material as safe or hazardous shall:</p>				
	<p>a. Demonstrate or provide proof of adequate training and experience in the recognition and safe handling of used and unused military munitions and other MPPEH.</p>				
	<p>b. Be certified in writing by the commander directly responsible for controlling the transfer or release of MPPEH, MDEH, or MDAS. In the case of contractor personnel be certified in accordance with the contract requirements.</p>				
	<p>c. Inspect and reinspect, or process and inspect, and document material as either MDEH or MDAS.</p> <p>MCO 5090.2A 21205.8. (a) & (b) & (c)</p>				

7.3.13	Does the installation ensure the chain of custody remains intact through release from DoD control by ensuring that the certified material is not commingled with non-certified material? MCO 5090.2A 21205.9				
7.3.14	Does the installation ensure that a legible copy of the documentation determining the items' explosives safety status accompany the material when it is transferred out of DoD control? MCO 5090.2A 21205.13				
7.3.15	Does the installation ensure that documentation accompany the released of material from DoD control identifies the following: a. Documentation must state that the material does not present an explosives hazard or that it is hazardous with the known or suspected explosives hazards stated and is only transferable or releasable to a qualified receiver. b. The document contains two independent signatures of trained and certified personnel. The first signatory must be technically qualified, either a DoD employee or DoD contractor. The second signatory must be technically qualified U.S. citizen who may be either a DoD employee or a DoD contractor. MCO 5090.2A 21205.13				
7.3.16	Does the installation ensure that containers and holding areas for material being processed are secured and clearly marked as to: a. The hazards, if any that may be present. b. The inspection/reinspection documentation is present. MCO 5090.2A 21205.1				
7.3.17	Does the installation obtain required explosives safety site approval for locations used for MPPEH/MDEH processing? MCO 5090.2A 21205.11				
7.3.18	Does the installation ensure that off-range MPPEH storage areas are managed as restricted areas? MCO 5090.2A 21205.11				
7.3.19	Does the installation ensure that explosives limit signs are posted at all site MPPEH processing locations? NAVSEA OP 5 13-5				
7.3.20	Does the installation ensure that areas used to hold MDAS are managed as a controlled access location? NAVSEA OP 5 13-15				
7.3.21	Does the installation ensure that a database is maintained to record any reports of incidents when unauthorized transfer or release of MPPEH occurred, MDEH was transferred or released to an unqualified receiver or presented an unintentional explosive hazard to a qualified receiver, or MDAS was released that was later found to contain an explosives hazard? MCO 5090.2A 21205.14				
7.3.22	Does the installation ensure that locations used to store expended small arms brass is covered? NAVSEA OP 5 1315				

7.3.23	Does the installation ensure that quarterly summaries of the transactions recorded in this database are provided to MARCORSYSCOM Program Manager for Ammunition and CMC (LFL)? MCO 5090.2A 21205.14				
7.3.24	Does the installation ensure that MM transported off range or point of use for reclamation, treatment, disposal or storage prior to reclamation, treatment, or disposal stored as WMM? MRIP Chapter 5 B.1				
7.3.25	Does the installation ensure that DLA or QRP have copies of the current CO's Safe Certification Designation letter? NAVSEA OP 5 13-15				
7.3.26	Is QRP only accepting expended small arms brass and mixed metals gleaned from range clearance that have been inspected and documented safe? NAVSEA OP 5 13-15.14.2				
7.3.27	Does the installation ensure that the QRP has a written risk assessment prior to receiving an expended small arms brass? NAVSEA OP 13-15				
7.3.28	Does the installation ensure that QRP personnel who process expended small arms brass receive adequate training? MCO 8020.10 Chapter 6.8.f				
7.3.29	Has the QRP developed written operating procedures for MDAS management that ensures chain of custody and MDAS documentation requirements are met? MCO 8020.10 Chapter 6.8.g				
7.3.30	Does the installation ensure that quarterly summaries of the transactions recorded in this database are provided to MARCORSYSCOM Program Manager for Ammunition and CMC (LFL)? MCO 5090.2A 21205.14				
7.3.31	Does the installation ensure that MM transported off range or point of use for reclamation, treatment, disposal or storage prior to reclamation, treatment, or disposal stored as WMM? MRIP Chapter 5 B.1				
7.3.32	Does the installation ensure that empty ammunition/weapon containers are managed as MPPEH until certified as safe? NAVSEA OP 13-15				
ELEMENT 4 WASTE MILITARY MUNITIONS		Compliant			RAC
		Yes	No	N/A	
7.4.1	Does the installation ensure HW munitions are identified in the installation's HW management and contingency plans? NAVSEA OP 5				
7.4.2	Does the installation ensure contingency plans identify munitions and explosive hazards and are these plans coordinated with the appropriate Federal, State, and local responders? NAVSEA OP 5				

7.4.3	Has the installation notified the state’s environmental regulatory agency of the locations used for the storage of WMM under CE? MRIP Chapter 7 C.2.(a)(4)				
7.4.4	Does the installation ensure that storage of WMM under CE is in full compliance, without deviation, with DoD requirements? MRIP, Chapter 7.c.2.a				
7.4.5	Does the installation ensure unused munitions in storage that have not been declared waste, become waste when removed from storage for the purpose of disposal or treatment? MRIP, Chapter 4.B.3re				
7.4.6	Does the installation ensure that unused military munitions are managed as regulated SW and potential HW if: a. Buried, landfilled, burned for disposal, incinerated, or treated prior to disposal. b. Removed from storage for the purpose of disposal or treatment prior to disposal. c. Deteriorated, leaking, or damaged to the point that they can no longer be put back into serviceable condition and cannot be reasonably recycled or used for other purposes. d. Declared a SW by an Authorized Military Official. MCO P5090.2A 21104.2				
7.4.7	Does the installation manage ammunition obtained from an amnesty program as military munitions? MCO P5090.2A 21201.1.d				
7.4.8	Does the installation manage military munitions buried, placed into trash containers, recycling bins, or similar containers as HW from the time of discovery? MCO P5090.2A 21201.2				
7.4.9	Does the installation attempt to “unwaste” or return buried or abandoned military munitions? MCO P5090.2A 21201.2				
7.4.10	Does the installation treat WMM, other than emergency responses, at locations which are not RCRA permitted? MRIP, Chapter 7.E.1				
7.4.11	Does the installation ensure that records of all treatment operations are maintained? IMRP Chapter 7 E.2				
7.4.12	Does the installation maintain emergency permits for Level 2 emergency responses? MRIP 7.4				
7.4.13	Does the installation ensure that HW military munitions are identified in the installation’s HW Management and contingency plan? MCO P5090.2A 21302.3				
7.4.14	Does the installation ensure that records of stored waste military munitions are maintained for a minimum of 3 years from the date they were last stored? DoDM 6055.09M V7.E5.3.2.1.				
7.4.15	Does the installation inspect quarterly and inventory annually any WMM stored under CE?				

7.4.15	MRIP Chapter 7 C.2a				
7.4.16	Does the installation ensure that all conditions specified by CE are met? MRIP Chapter 7 C.2a				
7.4.17	Does the installation ensure that joint US- and foreign-operations involving foreign-owned munitions ensure foreign-owned munitions are retrograded with redeploying units? DoDI 4140.62				
7.4.18	Does the installation ensure that foreign military munitions remaining after the end of operations are managed as DoD military munitions pending retrograde? DoDI 4140.62				
7.4.19	Does the installation ensure that ownership of foreign munitions that will not be retrograded is formally transferred to DoD? DoDI 4140.62				
7.4.20	Does the installation ensure that DDA disposition request are submitted for the disposition of foreign munitions that are DoD munitions? DoDI 4140.62				
7.4.21	Does the installation ensure that unused military munitions in storage that have not been declared WMM become WMM when removed from storage for the purpose of disposal or treatment prior to disposal?				
7.4.22	Does the installation request an emergency permit when treatment (disposition) cannot be completed within the timeframe specified in the NAR/AIN? MRIP Chapter 4.b.4				
7.4.23	Does the installation ensure that the DDA has authorized disposal of WMM prior to treatment? MCO 8010.13 Chapter 4.7a.2(d)				
7.4.24	Does the installation request DDA disposition instructions for unserviceable munitions? MRIP Chapter 6.d.1				
7.4.25	Does the installation have an SOP that identifies the procedures for requesting DDA instructions? MRIP Chapter 7.c.2a(9)				
7.4.26	Does the installation ensure that DDA disposition request are submitted for the disposition of foreign munitions that are DoD munitions? DoDI 4140.62				
7.4.27	Does the installation ensure that used or fired military munitions are managed as SW and potential HW when they are transported off-range for the purpose of treatment or disposal; disposed by burial; or fired off-range and not promptly rendered safe or retrieved? MCO P5090.2A 21104.3				

7.4.28	Does the installation ensure that unused military munitions in storage that have not been declared WMM become WMM when removed from storage for the purpose of disposal or treatment prior to disposal? DoDI 4140.62				
7.4.29	Does the installation request an emergency permit when treatment (disposition) cannot be completed within the timeframe specified in the NAR/AIN? MRIP Chapter 4.b.4				
7.4.30	Does the installation ensure that the DDA has authorized disposal of WMM prior to treatment? MCO 8010.13 Chapter 4.7a.2(d)				
7.4.31	Does the installation request DDA disposition instructions for unserviceable munitions? MRIP Chapter 6.d.1				
7.4.32	Does the installation have an SOP that identifies the procedures for requesting DDA instructions? MRIP Chapter 7.c.2a(9)				
7.4.33	Does the installation obtain required RCRA permits if CE is lost? MRIP Chapter 7.c.2.d				
7.4.34	Does the installation ensure that WMM and MM are physically separated in storage? MRIP Chapter 7.c.2.b.4				
7.4.35	Does the installation ensure that WMM are clearly marked to indicate their status? MRIP chapter 7,c.2.b.5				
7.4.36	Does the installation ensure that WMM is transported per the DoD and DOT shipping controls with the correct documents? MRIP Chapter 7 B.2a				
7.4.37	Does the installation ensure that oral notice is given to the Federal or State environmental regulatory authority within 24 hours from the time the transporter becomes aware of either loss or theft of the WMM? MRIP Chapter 7 B.2a(4)				
7.4.38	Does the installation ensure that a written statement is provided to the Federal or State environmental regulatory within five days from the time the transporter becomes aware of either loss or theft of the WMM? MRIP Chapter 7 B.2.a(4)				
7.4.39	Does the installation ensure that all WMM, not shipped under CE, complies with all Federal, State, and local requirements for the transportation of HW? MRIP chapter 7 b.3.b				
7.4.40	Does the installation provide a "Certification of Closure," to the cognizant Federal or State environmental regulatory authorities within 90 days of completing the closure activities, or as provided by applicable law. DoDM 6055.09M V7.E5.6.1.3.				

7.4.41	Does the installation contact Federal or State environmental regulatory authorities to determine the required course of action if a closure certificate cannot be obtained? <i>DoDM 6055.09M V7.E5.6.1.5.</i>				
7.4.42	Does the installation contact Federal or State environmental regulatory authorities to determine the required course of action if a closure certificate cannot be obtained? <i>DoDM 6055.09M V7.E5.6.1.5.</i>				
7.4.43	Does the installation ensure that when an ammunition storage unit (ASU) used to store waste munitions under CE is permanently taken out of service, that each ASU is properly closed? <i>DoDm 6055.09M V7.E5.6.2.</i>				
7.4.44	Does the installation notify Federal or State environmental regulatory authorities in writing at least 45 days before the closure activities begin, or as provided by applicable law? <i>DoDM 6055.09M V7.E5.6.1.2.</i>				
7.4.45	Does the installation provide a "Certification of Closure," to the cognizant Federal or State environmental regulatory authorities within 90 days of completing the closure activities, or as provided by applicable law. <i>DoDM 6055.09M V7.E5.6.1.2mppeh</i>				
7.4.46	Does the installation contact Federal or State environmental regulatory authorities to determine the required course of action if a closure certificate cannot be obtained? <i>DoDM 6055.09M V7.E5.6.1.5.</i>				
7.4.47	Does the installation contact Federal or State environmental regulatory authorities to determine the required course of action if a closure certificate cannot be obtained? <i>DoDM 6055.09M V7.E5.6.1.5.</i>				
7.4.48	Does the installation ensure that HW military munitions are identified in the installation's HW Management and contingency plan? <i>MCO P5090.2A 21302.3</i>				
7.4.49	Does the installation ensure that contingency plans identify munitions and explosives hazards and these plans are coordinated with appropriate Federal, State, and local emergency plans? <i>MCO P5090.2A Chapter 21302.3</i>				
7.4.50	Does the installation request an emergency permit when treatment (disposition) cannot be completed within the timeframe specified in the NAR/AIN? <i>MRIP Chapter 4.b.4</i>				

ELEMENT 5 TRAINING		Compliant			RAC
		Yes	No	N/A	
7.5.1	Does the installation ensure that environmental personnel assigned HW military munition responsibilities have successfully completed a program of classroom instruction or on-the-job training that, at a minimum, addresses emergencies such as fires, explosions, or groundwater contamination? MCO P5090.2A 21104.6.a				
7.5.2	Does the installation ensure that environmental personnel assigned HW military munitions have successfully completed a program of classroom instruction or on-the-job training, that at a minimum, addresses emergencies such as fires, explosions, and groundwater contamination? MCO P5090.2A Chapter 21104.3				
7.5.3	Does the installation ensure that units maintain their environmental training records and the records available for inspection? MCO P5090.2A 21104.6.b				
7.5.4	Does the installation ensure that training records for current employees are maintained until closure of the TSD facility? 40 CFR Part 264.16 (e)				
7.5.5	Does the installation ensure that training records for all former employees are maintained for three years?				
7.5.6	Does the installation ensure that personnel who engage in munitions or emergency responses receive the appropriate training? 40 CFR Part 11910.120(e), 40 CFR Part 264.26 MCO P5090.2A				
7.5.7	Does the installation ensure that at least one person at each ammunition storage facility (e.g., ASP or station ordnance) and the installation EOD unit have received training that complies with 40 CFR 265? MCO P5090.2A 21201.4				

ELEMENT 6 MUNITIONS RESPONSE FUNCTIONAL AREA GUIDE					
EXPLOSIVES SAFETY		Compliant			RAC
		Yes	No	N/A	
7.6.1	Does the installation ensure that all munition response activities are operating under an approved ESS? NAVSEA OP 5 14-5				
7.6.2	If the project generates WMM or other waste is it being properly managed? IMRIP 1.D.1.b				
7.6.3	Are applicable explosives safety publications available and current? NAVSEA OP 5 1-5.2.1				
7.6.4	Is the complete ESS package maintained on site? NAVSEA OP 5				
7.6.5	Is access to an exclusion zone limited to essential personnel and authorized visitors? NAVSEA OP 5 14-7.5.a.				
7.6.6	Is recovered MEC being managed as HC/D 1.1, unless specifically assigned different HC/D? NAVSEA OP 5 14-7.5.b.				
7.6.7	When the storage of MEC and MPPEH is necessary, is it stored separate from serviceable explosives? NAVSEA OP 5 14-11.11.3.(d).(1).				
7.6.8	Are IBD and security controls for collection points being maintained if recovered MPPEH/MEC remains at the collection point when intrusive operations are not taking place? NAVSEA OP 5 14-11.11.3.(d).(5).				
7.6.9	Are multiple collection points separated by at least K18? NAVSEA OP 5 14-11.11.3.(d).(5).				
7.6.10	Are radios properly labeled with appropriate HERO warnings, to include required separation distances? NAVSEA OP 5 2-1.10.3				
7.6.11	IS PPE being properly used? NAVSEA OP 5 2-4.1 and 2-4.3.				
7.6.12	Is a red (bravo) flag displayed prominently near the entrance of locations when A&E work is in progress? NAVSEA OP 5 9-2.4.5 and 10-1.1.12.				
7.6.13	Is only authorized/approved equipment used for A&E operations? NAVSEA OP 5 10-3.1 and .3.				

MPPEH		Compliant			RAC
		Yes	No	N/A	
7.6.14	Are all structures or open areas used to store MPPEH site approved? NAVSEA OP 5 13-15.4.1.				
7.6.15	Are all structures or open areas used to store MPPEH secured? NAVSEA OP 5 13-15.4.3.				
7.6.16	Are explosive limits posted for MPPEH processing and storage locations? NAVSEA OP 5 13-15.4.3. and 7-4.4.2.2.				
7.6.17	Are adequate controls in place to prevent comingling of MPPEH awaiting documentation of its status with material that has been documented? NAVSEA OP 5 13-15.5.				
7.6.18	Is the drum/and or structure used to hold MDAS secure? NAVSEA OP 5 13-15.5.1.				
7.6.19	Is MPPEH stored in covered or closed containers? NAVSEA OP 5 13-15.5.3.				
7.6.20	Is MPPEH being certified by personnel authorized in writing to do so? NAVSEA OP 5 13-15.7.				
7.6.21	Does MDAS have the required two independent inspections? NAVSEA OP 5 13-15.7.1. and 2.				
7.6.22	Does the activity have a process in place to ensure proper chain of custody for MDAS? NAVSEA OP 5 13-15.7.3. and 13-15.8.4.				
7.6.23	Is documentation for MDAS items properly completed? NAVSEA OP 5 13-15.8.1				
QUALITY ASSURANCE/QUALITY CONTROL		Compliant			RAC
		Yes	No	N/A	
7.6.24	Does the UXO contractor have a QC program and is the UXOQCS assigned? MCO 8020.10 Encl (1) 7				
7.6.25	Is the UXOQCS not supervised by the SUXOS? MCO 8020.10 Encl (1) 7				
7.6.26	Is the QA program administered by an independent, third-party activity? MCO 8020.10 Encl (1) 7				
7.6.27	Is there a Quality Assurance Project Plan (QAPP)? DTIC ADA 427785 1.2.				

7.6.28	Does the QAPP cover the entire scope of the MR project? DTIC ADA 427785 1.2.4.				
7.6.29	Are Project Quality Objectives being implemented in accordance with the QAPP? Interstate Technology Regulatory Council (Quality Considerations for Munitions Response Projects) 2.2.1.				
7.6.30	Does the QAPP identify a mechanism, (e.g., a nonconformance report or deficiency notice) that formally documents nonconformance and requires root cause analyses, corrective actions, and approved departures? Interstate Technology Regulatory Council (Quality Considerations for Munitions Response Projects) 2.2.3.				
7.6.31	Does the QAPP identify pass/fail criteria for each task and corrective action processes which will be employed should the UXOQCS identify a failure? Interstate Technology Regulatory Council (Quality Considerations for Munitions Response Projects) 2.2.3.				
7.6.32	Does the UXOQCS issue daily QC reports and are the reported facts consistent with other contractor production reports? Interstate Technology Regulatory Council (Quality Considerations for Munitions Response Projects) 2.3				
7.6.33	Has the UXO contractor implemented the three phases of quality (preparatory, initial, and follow-up) and is the UXOQCS inspecting each definable feature of work by phase? Interstate Technology Regulatory Council (Quality Considerations for Munitions Response Projects) 4.5.3.				
7.6.34	Has the UXO contractor implemented the Geophysical System Verification process and has the UXOQCS installed an Instrumental Verification Strip and emplaced blind seeds? Environmental Security Technology Certification Program Chapters 3 and 4				
PHYSICAL SECURITY		Compliant			RAC
		Yes	No	N/A	
7.6.35	Are barricade set up at EZ entry points to deter unauthorized access to areas that are known or suspected of containing military munitions? NAVSEA OP 5 2-1.14.6.c; 14-7.5.				
7.6.36	Is the EZ established at the approved distance? NAVSEA OP 5 14-11.11.3.c.				
7.6.37	Are magazines fenced at a minimum of 30 feet (outer clear zone) or 20 feet (inner clear zone), not placed closer than IMD to another magazine or ILD from an operating location? NAVSEA OP 5				
7.6.38	Are guards assigned to protect A&E which has been recovered but not secured? NAVSEA OP 5 2-2.4.				
7.6.39	Are high security locks being used to secure magazines? MCO 5530.14A				
7.6.40	Are keys to magazines stored separately from other keys and accessible only to those individuals whose official duties require access to them? MCO 5530.14A				

7.6.41	Are keys either in the physical possession of authorized personnel or in approved storage? MCO 5530.14A				
STORAGE		Compliant			RAC
		Yes	No	N/A	
7.6.42	Have all locations where A&E are being handled or stored obtained Explosives Safety site approval? NAVSEA OP 5 8-1.2.1.				
7.6.43	Are "portable" magazines properly sited? NAVSEA OP 5 8-2.4.3h				
7.6.44	Are commercially built, pre-engineered "portable" magazines/magazine groups properly grounded to provide 25 ohms or less ground resistance? (b) Paragraphs 6-8.2.2.1 and 6-8.2.2.2. NAVSEA OP 5 6-8.2.2.1. and 6-8.2.2.2.				
7.6.45	Are magazine ground systems tested, inspected and records maintained as required? NAVSEA OP 5 5-8.1.1, 5-8.2, and 5-8.3.				
7.6.46	Are magazines free and clear of extraneous material? NAVSEA OP 5 2-1.5.1; 4-1.7; 11-2.8				
7.6.47	Is there a firebreak or cleared space (vegetation maintained at maximum of 18 inches) at least 50 feet wide around each magazine? NAVSEA OP 5 4-1.10				
7.6.48	Are correct hazard/fire division symbols posted on magazines? NAVSEA OP 5 4-4.2.9				
7.6.49	Are requirements for A&E stored in containers being observed? NAVSEA OP 5 11-1.4.1.; 11-2.6.4.				
7.6.50	Are empty container requirements being met? NAVSEA OP 5 11-1.5				
7.6.51	Are different types of A&E being correctly stored together? NAVSEA OP 5 11-2.2c.; 11-2.2.1.				
7.6.52	Are partially filled containers of A&E marked "light box"? NAVSEA OP 5 11-2.6.4.; 11-3.1.1.				
7.6.53	Are A&E inventory records being properly maintained? NAVSEA OP 5 11-2.6.5				
TRAINING AND QUALIFICATIONS		Compliant			RAC
		Yes	No	N/A	
7.6.54	Have all UXO personnel conducting munitions responses actions been trained and qualified in accordance with DDESB Technical Paper 18? NAVSEA OP 5 14-5.1.g.				

7.6.55	Has the UXOQCS and the UXO Safety Officer received specialized training in quality and safety, respectively? MCO 8020.10 Encl (1) 8.b.				
7.6.56	Have all site workers received their initial Hazardous Waste Operations (HAZWOPER) training? 29 CFR Section 1910.120(e)(3).				
7.6.57	Have all managers and supervisors of site workers received supervisory training? 29 CFR Section 1910.120(e)(4).				
7.6.58	Have all site workers, managers, and supervisors received HAZWOPER refresher training annually? 29 CFR Section 1910.120(e)(8).				
7.6.59	Have all personnel engaged in explosives operations been certified by qualified medical personnel to be physically qualified, and do all site workers possess a current medical surveillance examination certificate? NAVSEA OP 5 2-3.1; 29 CFR Section 1910.120(e).				
7.6.60	Do all explosives drivers possess a current explosive driver license or certificate? NAVSEA SW020-AF-HBK-10 2-2.1.				
7.6.61	Do all civilian A&E and hazardous material drivers meet commercial driver’s license endorsement requirements? NAVSEA SW020-AF-HBK-10 2-2.a.				
7.6.62	Do UXO contractor personnel who, by contract requirement, are tasked with the responsibility of transporting or preparing shipments of MEC and/or MPPEH for transport over public traffic routes (PTRs) meet all training requirements of 49 CFR Part 172 and applicable state requirements? NAVSEA OP 5 14-8.1.c.				
7.6.63	Do all explosives drivers possess a current medical certificate to transport explosives? NAVSEA SW020-AF-HBK-10 2-2.b.				
TRANSPORTATION		Compliant			RAC
		Yes	No	N/A	
7.6.64	Do vehicles used to transport explosives have one first-aid kit, four placards, one fully charged Underwriters Laboratory rated 10 BC or greater capacity extinguisher, and one set of wheel chocks? NAVSEA OP 5 12-6.3.				
7.6.65	If the vehicle used to transport explosives has a drop-in or sprayed-on plastic bed liner, are the explosives or ammunition items packaged in approved shipping containers that will protect from initiation by static electric discharge? NAVSEA OP 5 12-6.3.5.				
7.6.66	Are vehicles used for the transportation of A&E given a pre-loading inspection? NAVSEA OP 5 12-6.4.1.				

7.6.67	Have Explosive Ordnance Disposal or UXO contractor personnel determined that recovered MPPEH or MEC items are safe to transport over PTRs, and made this determination in writing (for UXO contractors this written determination must be made by the Senior UXO Supervisor and the UXO Safety Officer)? NAVSEA OP 5 13-15.12.2.; 14-8.1.				
7.6.68	Has the UXO contractor obtained written acknowledgement from the lease vehicle carrier to transport explosives? DTR 4500.9-R 204.F.3.				
7.6.69	Are vehicles used over PTRs for the transportation of A&E inspected using DD form 626? NAVSEA SW020-AG-SAF-010				
7.6.70	Does the installation ensure that when the DoD does not control the area, at a minimum, provide written notification to the property owner and, if known, any tenants of the potential hazards present. A record of this notification must be maintained in permanent records. DoDM 6055.09 V7.E3.5.2.				
7.6.71	Does the installation ensure that records are created and maintained to document how explosives safety risk is identified and controlled on real property currently or formerly under DoD control? DoDM 6055.09 V7.E3.6.				
7.6.72	Has inert ordnance used for display, training, and other purposes been properly certified by personnel qualified for Explosive Ordnance Disposal or personnel who have been technically qualified to make such a determination? MCO 8020.10 Chapter 4.3a				
7.6.73	Are certified items properly labeled/marked? MCO 8020.10 Chapter 4.3a				
7.6.74	Are items recorded on the Record of Certification and Identification Form? MCO 8020.10 Chapters 4 3a and 3b.				
7.6.75	Has inert ordnance used for display, training, and other purposes been properly certified by personnel qualified for Explosive Ordnance Disposal or personnel who have been technically qualified to make such a determination? MCO 8020.10 Chapter 4.3a				
7.6.76	Is only inert ordnance used for drill or training purposes? If not has proper authorization been obtained and documented? MCO 8020.10 Chapter 2.5.c.				

PROGRAM 8 A&E PHYSICAL SECURITY					
ELEMENT 1 GENERAL POLICIES		Compliant			RAC
		Yes	No	N/A	
8.1.1	<p>Are persons with AA&E security-related duties screened annually? Are records maintained for at least 6 months after termination of assignment? MCO 5530.14A Paragraph 8002.1D(1) & (2); OPNAVINST 5530.13C Paragraph 0107 & 0202k</p>				
8.1.2	<p>Is DD Form 2760 Lautenberg Amendment being completed for all individuals prior to issuing any AA&E? (USN ONLY) NAVADMIN 234/04 201606Z OCT 04</p>				
8.1.3	<p>Is non-government AA&E, which is stored in designated armories or magazines, stored in separate containers/racks than government AA&E? MCO 5530.14A Paragraph 8029.3 & 4; OPNAVINST 5530.13C Paragraph 0110a</p>				
8.1.4	<p>Is the storage of personal weapons on an installation authorized in writing by the Commanding General/Commanding officer or designated representatives? MCO 5530.14A Paragraph 8029; OPNAVINST 5530.13C Paragraph 0110a</p>				
8.1.5	<p>Is loss of privately owned AA&E reported to the Naval Criminal Investigative Service or to the Provost Marshall's office, (PMO)/ Marine Corps Police Departments (MCPD) aboard Marine Corps installations? MCO 5530.14A Paragraph 8029.8; OPNAVINST 5530.13C Paragraph 0110c</p>				
8.1.6	<p>Do contingency plans and disaster preparedness plans include additional security protection for AA&E during periods of special vulnerability such as natural disasters, natural emergencies or periods of increased terrorist or criminal threat? MCO 5530.14A Paragraph 8000.4b; OPNAVINST 5530.13C Paragraph 0102b</p>				
8.1.7	<p>Is hunting and fishing properly controlled and other forms of recreation prohibited within A&E restricted areas? (USMC EXEMPT) OPNAVINST 5530.13C Paragraph 0407</p>				
8.1.8	<p>Do guards perform routine, random inspections or searches of vehicles entering, within or departing the restricted area? MCO 5530.14A Paragraph 8008.2b; OPNAVINST 5530.13C Paragraph 0407a</p>				
8.1.9	<p>Is a pass, badge, and entry roster or sign-in/out system used for restricted areas? MCO 5530.14A Paragraph 8008.2; OPNAVINST 5530.13C Paragraph 0407</p>				
8.1.10	<p>Are entry rosters/Visitor Control Logs for USMC maintained for at least three years? MCO 5530.14A Paragraph 8008.2a; OPNAVINST 5530.13C Paragraph 0407</p>				
8.1.11	<p>Are AA&E contained in organic conveyances outside of restricted areas under constant surveillance? MCO 5530.14A Paragraph 8023.3; OPNAVINST 5530.13C Paragraph 0617 MCO 5530.14A</p>				
8.1.12	<p>Are areas containing risk category AA&E posted as "Restricted Area"? OPNAVINST 5530.13C, enclosure (1), paragraph 0207 and MCO 5530.14A, enclosure (1), paragraph 8008.1a</p>				
ELEMENT 2 INTRUSION DETECTION SYSTEM (IDS)		Compliant			RAC
		Yes	No	N/A	
8.2.1	<p>Is the IDS monitored 24 hours a day from a continuously manned control station/dispatch center from which an armed response force can be dispatched? OPNAVINST 5530.13C Paragraph 0201b, 6003.3f & 8009</p>				

8.2.2	Does the control station/Dispatch Center maintain a daily log of all alarms including all the required information and maintain logs for at least 3 years? <i>MCO 5530.14A Paragraph 6003.3h; OPNAVINST 5530.13C Paragraph 0201c</i>				
8.2.3	Is a backup independent power source of 4 hours/8 hours for USMC sites minimum duration provided for IDS protecting AA&E? <i>MCO 5530.14A Paragraph 6003.7c & 7006.6(1); OPNAVINST 5530.13C Paragraph 0201f</i>				
8.2.4	Are IDS systems tested upon installation and at least quarterly thereafter, and records of the tests kept for three years with dates, names of persons performing the tests, results and any action taken to correct deficiencies? <i>MCO 5530.14A Paragraph 6005.4; OPNAVINST 5530.13C Paragraph 0201h</i>				
8.2.5	Is an Anti-Intrusion Barrier (AIB) or Internal Locking Device (ILD) installed as an IDS component on all Risk Category I and II A&E storage facilities? Is an AIB installed on armory active doors if the AIB is compatible with the door and locking system? <i>MCO 5530.14A Paragraph 8006.1a(3); OPNAVINST 5530.13C Paragraph 0201i</i>				
8.2.6	Are periodic unannounced openings conducted on alarmed spaces to evaluate reactions of the control station alarm monitor and the security force? <i>MCO 5530.14A Paragraph 8009.4; OPNAVINST 5530.13C Paragraph 0201</i>				
ELEMENT 3 SECURITY FORCE		Compliant			RAC
		Yes	No	N/A	
8.3.1	Are all guard checks recorded and do they consist of an inspection of the building or facility including all doors and windows? <i>MCO 5530.14A Paragraph 8002.5c; OPNAVINST 5530.13C Paragraph 0202d</i>				
8.3.2	Are Security Force/guard procedures reviewed at least semiannually (annually for USMC) and revised when necessary, with emphasis on guard post placement and guard orientation? <i>MCO 5530.14A Paragraph 4006; OPNAVINST 5530.13C Paragraph 0202e</i>				
8.3.3	Is an armed response force able to respond to AA&E storage areas within 15 minutes (10 minutes for USMC) of an alarm? <i>MCO 5530.14A Paragraph 6003.3(g); OPNAVINST 5530.13C Paragraph 0202a</i>				
8.3.4	Is the security force drilled at least semiannually in response to threats to AA&E storage areas and are dates, times and results to include deficiencies and corrective action recorded and maintained for at least three years? <i>MCO 5530.14A Paragraph 8009.4; OPNAVINST 5530.13C Paragraph 0202i</i>				
8.3.5	Is the security force, or any person that carries a weapon, trained and qualified with their weapons and do they know response priorities for key areas and critical AA&E? Is the small arms training documented in each person's Command training record? <i>MCO 5530.14A Paragraph 4007 & 8002.4 & 5; OPNAVINST 5530.13C Paragraph 0202g</i>				
8.3.6	Is the security force trained in the authorized use of deadly force? <i>MCO 5530.14A Paragraph 8002.4; OPNAVINST 5530.13C Paragraph 0202h</i>				
8.3.7	Is a statement acknowledging deadly force training signed by each member of the security force and filed in his or her training folder? <i>MCO 5530.14A Paragraph 8002.3; OPNAVINST 5530.13C Paragraph 0202h</i>				
8.3.8	Are guard checks of AA&E facilities conducted on an irregular basis to avoid establishing a predictable pattern? <i>MCO 5530.14A Paragraph 8002.5c; OPNAVINST 5530.13C Paragraph 0202c</i>				

8.3.9	Are inspections and guard checks increased at night, on weekends and holidays? <i>OPNAVINST 5530.13C Paragraph 0202c; OPNAVINST 5530.14E Paragraph 8002.5c</i>				
8.3.10	Are locks on buildings physically checked and attempts to open secured doors made? <i>MCO 5530.14A Paragraph 8002.5c(1); OPNAVINST 5530.13C Paragraph 0202d and Appendix B</i>				
8.3.11	Do duty supervisors conduct periodic unscheduled visits to all security posts, spaces and patrols? <i>MCO 5530.14A Paragraph 8002.5d; OPNAVINST 5530.13C Paragraph 0202j</i>				
8.3.12	Are security forces equipped with two-way (2 forms of communication at USMC sites) radios at AA&E storage sites? <i>MCO 5530.14A Paragraph 8013; OPNAVINST 5530.13C Paragraph 0202l</i>				
8.3.13	Is there a duress system in place for security forces and duty personnel to call for assistance? <i>MCO 5530.14A Paragraph 8013; OPNAVINST 5530.13C Paragraph 0202l</i>				
ELEMENT 4 LIGHTING FOR CATEGORY I AND II AMMUNITIONS AND EXPLOSIVES		Compliant			RAC
		Yes	No	N/A	
8.4.1	Is security lighting provided for all armories and Category I and II A&E storage magazines/sites? Is the light bright enough to allow adequate observation at night? <i>MCO 5530.14A Paragraph 8012; OPNAVINST 5530.13C Paragraph 0203</i>				
8.4.2	Are switches to security lights inaccessible to unauthorized persons? <i>OPNAVINST 5530.13C Paragraph 0203; OPNAVINST 5530.14E Paragraph 8012.2</i>				
ELEMENT 5 READY FOR ISSUE (RFI)		Compliant			RAC
		Yes	No	N/A	
8.5.1	Are RFI AA&E spaces, which do not meet high security hardware and construction standards, constantly manned by armed guards with communication equipment? <i>MCO 5530.14A Paragraph 8016.1; OPNAVINST 5530.13C Paragraphs 0204 & 0204b</i>				
8.5.2	Are the contents of RFI AA&E storage areas (if they don't meet high security hardware and construction standards) inventoried at each change of watch? <i>MCO 5530.14A Paragraph 8016.3; OPNAVINST 5530.13C Paragraph 0204d</i>				
8.5.3	Is access to this RFI storage area limited? <i>MCO 5530.14A Paragraph 8016.4; OPNAVINST 5530.13C Paragraph 0204e</i>				
8.5.4	Does the AA&E RFI contain the minimum amount of weapons and ammunition necessary for the mission and are they kept in locked containers or weapons racks? <i>OPNAVINST 5530.13C, enclosure (1), paragraph 0204a and MCO 5530.14A, enclosure (1), paragraph 8016</i>				
ELEMENT 6 KEYS AND LOCKS		Compliant			RAC
		Yes	No	N/A	
8.6.1	Are entrance doors to arms storage facilities equipped with high security locks, locking systems or ILD? <i>MCO 5530.14A Paragraph 8005.5.1g; OPNAVINST 5530.13C Paragraph 0205a</i>				
8.6.2	Has security protection been established for arms, stored on Navy vehicles, aircraft and small craft? <i>MCO 5530.14A Paragraph 8004.4; OPNAVINST 5530.13C Paragraph 0205b</i>				
8.6.3	Are keys to AA&E and IDS(s) stored separately from other keys and accessible only to those individuals whose official duties require access to them? <i>MCO 5530.14A Paragraph 8010.2; OPNAVINST 5530.13C Paragraph 0206b</i>				

8.6.4	Is master keying of locks protecting AA&E spaces prohibited? <i>MCO 5530.14A Paragraphs 3005.6e & 8010.5; OPNAVINST 5530.13C Paragraph 0206k</i>				
8.6.5	Are keys either in the physical possession of authorized personnel or in approved storage? <i>MCO 5530.14A Paragraph 8010.3b (1)& (2); OPNAVINST 5530.13C Paragraph 0206c</i>				
8.6.6	Are persons that are authorized access to keys of AA&E spaces identified on a list that is kept out of public view? <i>MCO 5530.14A Paragraph 8010; OPNAVINST 5530.13C Paragraph 0206b</i>				
8.6.7	Are cores to locks replaced immediately when associated keys are lost, misplaced or stolen? Are the replacement or spare locks, cores and keys secured to prevent unauthorized access? <i>MCO 5530.14A Paragraph 3005.6b & c; OPNAVINST 5530.13C Paragraph 0206f</i>				
8.6.8	Has a program been instituted for high security padlocks and removable lock cores so that they are rotated annually? <i>MCO 5530.14A Paragraph 3005.4; OPNAVINST 5530.13C Paragraph 0209d</i>				
8.6.9	Is the lock and key custodian/access control custodian designated in writing? <i>MCO 5530.14A Paragraph 3005.1; OPNAVINST 5530.13C Paragraph 0206a</i>				
8.6.10	Is a key control register containing all required information maintained to ensure accountability of keys? Are the registers maintained for at least three years? <i>MCO 5530.14A Paragraph 3005.2 & Appendix G; OPNAVINST 5530.13C Paragraph 0206h</i>				
8.6.11	Are locks and keys inventoried semiannually and inventories maintained for at least three years? <i>MCO 5530.14A Paragraph 3005.6.f; OPNAVINST 5530.13C Paragraph 0206g</i>				
8.6.12	Is a Form SF 700 "Security Container Information" maintained for each security container, vault or secure room door that safeguards AA&E? (USMC ONLY) <i>MCO 5530.14A Paragraph 3005.11b</i>				
8.6.13	Do keys to armories, racks, containers or magazines remain on the installation except to provide for protected storage elsewhere? <i>MCO 5530.14A Paragraph 3005.3 & 8010.6; OPNAVINST 5530.13C Paragraph 0206j</i>				
ELEMENT 7 SECURITY SURVEYS		Compliant			RAC
		Yes	No	N/A	
8.7.1	Are AA&E security surveys conducted annually? <i>MCO 5530.14A Paragraph 3001.5.a(2); OPNAVINST 5530.13C Paragraph 0208</i>				
8.7.2	Are records of the three most recent surveys kept for review during assistance visits and command inspections? <i>MCO 5530.14A Paragraph 3001.12; OPNAVINST 5530.13C Paragraph 0208</i>				
8.7.3	As a minimum does the survey information include: reviews of status on corrective action taken on previously noted deficiencies; review of guard/post orders; review of status of current waivers/ exceptions; compare random AA&E inventory records with designated magazine storage locations; and comparison of random AA&E items with the listed inventory quantities? <i>MCO 5530.14A Paragraph 8014.1 thru 5; OPNAVINST 5530.13C Paragraph 0208</i>				
ELEMENT 8 ARMORY CONSTRUCTION/ARMS STORAGE		Compliant			RAC
		Yes	No	N/A	
8.8.1	Do walls, ceilings and floors of arms storage facilities meet structural requirements? <i>MCO 5530.14A Paragraph 8005.1a, b & c; OPNAVINST 5530.13C Paragraph 0301a</i>				
8.8.2	Do arms storage facility doors meet structural requirements? <i>MCO 5530.14A Paragraph 8005.1d; OPNAVINST 5530.13C Paragraph 0301b</i>				

8.8.3	C. Are exterior doors with exposed hinges provided with appropriate devices to prevent opening of the door by removal of the hinge pin or destruction of the exposed portion of the hinge? <i>MCO 5530.14A Paragraph 8005.1d(5)(c); OPNAVINST 5530.13C Paragraph 0301b(4)</i>				
8.8.4	Are armory windows, ducts, vents or other openings 96 square inches or more with the least dimension greater than 6 inches sealed with material comparable to the adjacent walls? <i>MCO 5530.14A Paragraph 8005.1f; OPNAVINST 5530.13C Paragraph 0301c</i>				
8.8.5	Within armories, are arms stored in banded crates, standard or locally fabricated arms racks or Class 5 GSA approved containers? <i>MCO 5530.14A Paragraph 8005.1.i(1); OPNAVINST 5530.13C Paragraph 0301d</i>				
8.8.6	Are arms racks or containers locked with at least low security padlocks? <i>MCO 5530.14A Paragraph 8005.1.i(2); OPNAVINST 5530.13C Paragraph 0301d(1)</i>				
8.8.7	In facilities not continuously manned, (USMC requires 500 pound requirement at all times) are rifle racks and containers weighing less than 500 lbs securely fastened to the structure or fastened together in groups weighing more than 500 lbs? <i>MCO 5530.14A Paragraph 8005.1.i(4); OPNAVINST 5530.13C Paragraph 0301d(1)</i>				
8.8.8	Are chains used to fasten groups of arms racks and containers made of heavy duty hardened steel or welded, straight link, galvanized steel or stainless steel chain of at least 5/16 inch thickness, or equivalent? <i>MCO 5530.14A Paragraph 8005.1.i(4); OPNAVINST 5530.13C Paragraph 0301d(2)</i>				
8.8.9	If the arms racks are secured with hinged locking bars, are the hinge pins welded or otherwise secured to prevent easy removal? <i>MCO 5530.14A Paragraph 8005.1.i(3); OPNAVINST 5530.13C Paragraph 0301d(2)</i>				
8.8.10	Are all racks constructed so as to prevent removal of a weapon by disassembly? <i>MCO 5530.14A Paragraph 8005.1.i(1); OPNAVINST 5530.13C Paragraph 0301d(2)</i>				
8.8.11	Are armories that are not protected by IDS (point sensors on all doors and other man-passable openings and area or volumetric sensors) continuously manned or under constant surveillance? <i>MCO 5530.14A Paragraph 8009.1; OPNAVINST 5530.13C Paragraph 0301e</i>				
8.8.12	Are major arms parts (barrels, major subassemblies, frame or receiver) stored according to the security risk category (SRC) of the complete gun? <i>MCO 5530.14A Paragraph 8005.2; OPNAVINST 5530.13C Paragraph 0304</i>				
8.8.13	Is unaccompanied access to AA&E storage spaces limited to those persons required for essential operations and are those personnel designated in writing by the Commanding officer only after a favorable National Agency Check (NAC) or Entrance National Agency Check (ENAC)? <i>MCO 5530.14A Paragraph 8002.1 & 8008.2; OPNAVINST 5530.13C Paragraph 0305</i>				
ELEMENT 9 A&E MAGAZINES		Compliant			RAC
		Yes	No	N/A	
8.9.1	Are all AA&E magazines constructed per applicable construction requirements? <i>MCO 5530.14A Paragraph 8006.1a(1)OPNAVINST 5530.13C Paragraph 0400</i>				
8.9.2	Are all Category I and II (USMC CAT I through III) AE storage areas properly enclosed with regulation fencing? <i>MCO 5530.14A Paragraph 5006 & 8007; OPNAVINST 5530.13C Paragraph 0404</i>				
8.9.3	Are Category I and II storage areas protected by IDS if they are not continuously manned or under constant surveillance? <i>MCO 5530.14A Paragraph 8009; OPNAVINST 5530.13C Paragraph 0401</i>				

8.9.4	Is strict access control maintained at all gates leading into A&E storage areas? <i>MCO 5530.14A Paragraph 8008.2; OPNAVINST 5530.13C Paragraph 0407</i>				
8.9.5	Are fence clear zones being properly maintained? <i>MCO 5530.14A Paragraph 8008.1c; OPNAVINST 5530.13C Paragraph 0404</i>				
ELEMENT 10 AA&E ACCOUNTABILITY		Compliant			RAC
		Yes	No	N/A	
8.10.1	Are records of continuous accountability maintained for SRC I man-portable hand-launched missile systems? <i>MCO 5530.14A Paragraph 8003; OPNAVINST 5530.13C Paragraph 0502a</i>				
8.10.2	Are all units maintaining stock records that provide continuous accountability for Ammunition and Explosives (AE) and are unit level activities performing a 100 percent count monthly and are station or installation level activities performing a 100 percent count semiannually. Are records retained for 2 years at Navv activities and 3 years at USMC activities? <i>OPNAVINST 5530.13C, enclosure (1), paragraph 0504a and MCO 5530.14A, enclosure (1), paragraph 8003.3a</i>				
8.10.3	Are Category II, III, and IV AE inventories performed annually and records kept for at least 3 years? <i>MCO 5530.14A Paragraph 8003; OPNAVINST 5530.13C Paragraph 0502</i>				
8.10.4	Is a training program conducted for personnel with AA&E duties, covering the particular procedures of AA&E accountability to include receipt, dispatch and inventory records which relate to each person's work? <i>MCO 5530.14A Paragraph 8002.3; OPNAVINST 5530.13C Paragraph 0501</i>				
8.10.5	Is the AA&E Accountability Officer designated in writing? <i>MCO 5530.14A Paragraph 8002.2; OPNAVINST 5530.13C Paragraph 0505</i>				
8.10.6	Is a thorough investigation conducted to determine the circumstances surrounding loss or theft of AA&E and to fix responsibility where appropriate? <i>MCO 5530.14A Paragraph 10001.6; OPNAVINST 5530.13C Paragraph 0700</i>				
ELEMENT 11 WAIVERS/EXCEPTIONS		Compliant			RAC
		Yes	No	N/A	
8.11.1	Are requests for waivers and exceptions thoroughly screened and submitted only when all other avenues for compliance have been exhausted? <i>MCO 5530.14A Paragraph 1008.4, 5 & 6; OPNAVINST 5530.13C Paragraph 0103a; OPNAVINST 5530.14E Paragraph 0220a</i>				
8.11.2	Do requests for waivers and exceptions identify compensatory security measures? <i>MCO 5530.14A Paragraph 1008; OPNAVINST 5530.13C Paragraph 0103a; OPNAVINST 5530.14E Paragraph 0220a</i>				
8.11.3	Are all requests for waivers, waiver extensions and exceptions submitted in the required format via the chain of command to the appropriate approval authority? <i>MCO 5530.14A Paragraph 1008.4, 5 & 6; OPNAVINST 5530.13C Paragraph 0103; OPNAVINST 5530.14E Paragraph 0220a</i>				
8.11.4	Are approved waivers and exceptions reviewed for continuing need as well as for compliance with this instruction? <i>MCO 5530.14A Paragraph 1008.11 & 12; OPNAVINST 5530.13C Paragraph 0104</i>				
ELEMENT 12 SECURITY CHECKS		Compliant			RAC
		Yes	No	N/A	
8.12.1	Are Category I and II storage spaces with IDS protection checked by security patrols irregularly at least every 24 hours? <i>MCO 5530.14A Paragraph 8002.3.5a & Appendix K; OPNAVINST 5530.13C Paragraph 0202(c) & 0401</i>				
8.12.2	Are storage areas, not meeting construction criteria or not protected by IDS, constantly manned or kept under constant surveillance? <i>MCO 5530.14A Paragraph 8002.3.5b & Appendix K; OPNAVINST 5530.13C Paragraph 0401</i>				

PROGRAM 09 RANGES/EOD/MWD					
ELEMENT 1 DEMOLITION RANGES		Compliant			RAC
		Yes	No	N/A	
9.1.1	Does the open burn range/site have the appropriate site approvals? <i>OP 5, Vol 1, para 13-2.2.1.a</i>				
9.1.2	Are open burning grounds maintained at inhabited building distance (minimum of 1,250 feet) from administrative sites, housing areas and non-AE related operations? <i>OP 5, Vol 1, para 13-2.2.1.a (2)</i>				
9.1.3	Is burning conducted in/on an approved containment device, such as in a burn pan? <i>OP 5, Vol 1, para 13-2.2.1.b</i>				
9.1.4	Does the ground within the immediate vicinity of the burning pad not exceed a 10-degree grade? <i>OP 5, Vol 1, para 13-2.2.1.b</i>				
9.1.5	Has crew shelter been approved by NOSSA N5? <i>OP 5, Vol 1, para 13-3.2.4.b</i>				
9.1.6	Is an emergency area or shelter (four foot hole or a four foot earthen embankment) available to provide personnel protection from high velocity fragmentation? <i>OP 5, Vol 1, para 13.3.2.4.b</i>				
ELEMENT 2 MILITARY WORKING DOGS		Compliant			RAC
		Yes	No	N/A	
9.2.1	Are only authorized explosive odors utilized for USMC MWD explosive detection training? <i>Ref: USMC MWD MANUAL, paragraph 12007</i>				
9.2.2	If training on specialized or blended explosive substances, has the command received approval from the MWD PM? <i>Ref: USMC MWD MANUAL, paragraph 12007</i>				
9.2.3	Has storage authorization been granted for storage of specialized explosive substances? <i>Ref: USMC MWD MANUAL, paragraph 12008</i>				
9.2.4	Are Canine Explosive Authorization Packages (CEAP) assembled by the ASP with Condition Code A explosives per applicable Ammunition Information Notice(s) (AIN) ? <i>Ref: USMC MWD Manual, Appendix M</i>				
9.2.5	Have all Kennel Masters, Trainers and Handlers received annual Electrostatic Discharge (ESD) Hazard training? <i>Ref: USMC MWD Manual, Table 12-1</i>				
9.2.6	Have all Kennel Masters, Trainers and Handlers received annual AA&E screening? <i>Ref: USMC MWD Manual, Table 12-1 and MCO 5530.14A</i>				
9.2.7	If the command stores the CEAP, are all Kennel Masters, Trainers and Handlers qualified and certified for handling and storage? <i>Ref: USMC MWD Manual, paragraph 12204 and MCO 8023.3C</i>				
9.2.8	If the command stores the CEAP, has the Canine Explosive Training Aid Storage Magazine (CETASM) received DDESB site approval? <i>Ref: USMC MWD Manual, paragraph 12102.12.b.(2) and NAVSEA OP-5 Volume 1</i>				
9.2.9	If the command stores the CEAP, does the CETASM meet Category 2 physical security requirements? <i>Ref: USMC MWD Manual, paragraph 12102.12.b.(3) and MCO 5530.14A</i>				

9.2.10	Do personnel that transport the CEAP have the required OF 346 Explosives Driver endorsement (or CDL for civilians) and current Medical Certificate (OPNAV 8020/6)? <i>Ref: USMC MWD Manual, Table 12-1 and SW020-AF-HBK-010, Sixth Revision, paragraph 2-2</i>				
9.2.11	Are vehicles that transport the CEAP certified as safe for explosives transportation and documented on NAVMC 10627 (on-base) or DD 626 (off-base) ? <i>Ref: USMC MWD Manual, paragraph12306</i>				
9.2.12	Are semi-annual explosive training aid inventories being conducted in April and October and upon assignment of a new Kennel Master? <i>Ref: USMC MWD Manual, paragraph12308</i>				
9.2.13	Are personnel that receive the CEAP at the storage facility identified on the command Delegation of Authority form (NAVMC 11797) ? <i>Ref: USMC MWD Manual, paragraph 12102.5</i>				
9.2.14	Are CEAP components identified as either "CLEAN" or "DIRTY" and are procedures in place to ensure separation? <i>Ref: USMC MWD Manual, paragraph 12102.8</i>				
9.2.15	Is CEAP dynamite properly marked and rotated every 30 Days and recorded in the Daily issue/Return Log? <i>Ref: USMC MWD Manual, Paragraph 12304.3 and Appendix M Table M-3</i>				
9.2.16	Is the CEAP container properly marked? <i>Ref: USMC MWD Manual, Appendix M, paragraph 7.b. and Figure M-2</i>				
9.2.17	Has a MWD SOP been developed to identify local specific procedures for the control and use of explosive training aids? <i>Ref: USMC MWD Manual, paragraph 12309.1</i>				
9.2.18	Does the KM maintain an active (current FY) properly configured, Explosive Training Aid Accountability Folder, and a 2 FY period archive? <i>Ref: USMC MWD Manual, paragraph 12309.2</i>				
9.2.19	Does the KM maintain a bound daily issue/return log book to record daily transactions involving explosive training aids to record the aids removed from the ASP [or command storage] and encompasses both the clean and dirty CEAP components? <i>Ref: USMC MWD Manual, paragraph 12309.3 and Figure 12-7</i>				
9.2.20	Is the CEAP Data Card Form (MC MWD-5) or Ammunition Magazine Data Card (NAVMC 10765A) located with each container to reflect the full component quantity during not-in-use (storage) periods ? <i>Ref: USMC MWD Manual, paragraph 12309.5 and Appendix M Figure M-2</i>				

PROGRAM 10 MOTOR VEHICLE TRANSPORTATION					
ELEMENT 1 VEHICLES ASSIGNED		Compliant			RAC
		Yes	No	N/A	
10.1.1	Are vehicles used to transport ammunition, explosives and related hazardous material the correct type? <i>OP 5, Vol 1, para 12-6.3.1</i>				
10.1.2	In trucks used to transport scrap or bulk explosives, is the cargo space covered in wood or other non-spark producing material? <i>OP 5, Vol 1, para 12-6.3.5</i>				
10.1.3	Are containers properly secured to prevent shifting during transport? <i>SW020-AF-HBK-010, Sixth Revision, para 4-5.9</i>				
10.1.4	Are shipping containers used for the shipment of ammunition and explosives approved? <i>OP 5, Vol 1, para 12-3.2.2</i>				
10.1.5	Are Navy owned motor vehicles that have been altered or modified been approved by the appropriate agencies to include NOSSA (N5)? <i>OP 5, Vol 1, para 12-5A</i>				
ELEMENT 02. Vehicle Inspection/Control Procedures/Records		Compliant			RAC
		Yes	No	N/A	
10.2.1	Have personnel who have satisfactorily completed the required training been designated in writing by the individuals Commanding Officer to certify A&E shipments? <i>SW020-AG-SAF-010, Ninth Revision, Para 1-5.1</i>				
10.2.2	Have inspectors of explosives laden vehicles and railcars completed AMMO-51 and other mandatory training? <i>OP 5, Vol 1, Appendix D, Table D-1</i>				
10.2.3	Has the Transportation Officer (TO) responsible for billing and arrangement of transportation of AA&E completed AMMO-62 or Transportation of Hazardous Materials (A-822-0012)? <i>SW020-AG-SAF-010, Ninth Revision, Para 1-5.</i>				
10.2.4	Are vehicles used over public highways for the transportation of Hazard Class/Division 1.1 through 1.4 A&E and other regulated material inspected using DD Form 626? <i>NAVSEA SW020-AG-SAF-010, Ninth Revision, para 3-7.1</i>				
10.2.5	Are vehicles used for the transportation of AA&E inspected at intervals not to exceed 12 months or 12,000 miles? <i>OP 5, Vol 1, para 12-6.3.3.b</i>				
10.2.6	Are fire extinguishers in vehicles fully charged, Underwriters Laboratory (UL) rated 10 B:C or a multi-purpose dry chemical fire extinguisher with a UL rating of 2 to 5-A/10-B:C present and in good working order? <i>SW020-AF-HBK-010, Sixth Revision, para 9-5.1</i>				
10.2.7	Are vehicles used for the transportation of AA&E on-station inspected prior to use? <i>OP 5, Vol 1, para 12-6.4.1 and SW023-AG-WHM-010, para 2-6.1.a through 2-6.1.i</i>				
10.2.8	Are motor vehicles transporting AA&E on station displaying the correct placard on each side, on the front, and on the rear of the vehicle while it contains ammunition, explosives and related hazardous material? <i>OP 5, Vol 1, para 12-6.3.6 and SW023-AG-WHM-010, para 5-10</i>				
10.2.9	Are loaded vehicles of AA&E inspected prior to their release for movement using the applicable portion of DD Form 626? <i>OP 5, Vol 1, para 12-6.4.2a</i>				

10.2.10	Upon receipt of a loaded vehicle, does the activity perform an external inspection at a designated location prior to routing the vehicle transporting AA&E within the installation? <i>OP 5, Vol 1, para 12-6.4.2.b</i>				
10.2.11	Does the activity perform a 100 percent unloaded vehicle inspection to confirm that all loose AA&E or debris has been removed before the vehicle is released? <i>OP 5, Vol 1, para 12-6.4.3</i>				
10.2.12	Does the activity review and record the Material Inspection and Receiving Report, DD Form 250? <i>SW020-AF-HBK-010, Sixth Revision, para 3-3.6</i>				
10.2.13	Does the activity issue Release/Receipt Document Form 1348-1A for AA&E and retrograde materials? <i>SW020-AF-HBK-010, Sixth Revision, para 3-4.3</i>				
10.2.14	Does the activity issue a Shipper's Dangerous Declaration for Dangerous Goods form for air shipments of dangerous A&E? <i>SW020-AG-SAF-010, Sixth Revision, para 3-7.3</i>				
10.2.15	Is DD Form 361 (Transportation Discrepancy Report) used when reporting transportation discrepancies such as: damage to shipments; improper loading or blocking and bracing of the load; improper handling by carrier; improper placarding? <i>SW020-AF-HBK-010, Sixth Revision, para 3-6.1</i>				
10.2.16	Does the activity inspect empty incoming military and commercial motor vehicles to be used for AA&E? <i>SW020-AF-HBK-010, Sixth Revision, para 4-3?</i>				
10.2.17	Does the activity inspect motor vehicles to ensure compliance with safety regulations? <i>SW020-AF-HBK-010, Sixth Revision, para 4-3.2</i>				
10.2.18	Have scales used for determining the weight of shipments been inspected and certified within the last year by the appropriate state authority? <i>SW020-AG-SAF-010, Ninth Revision, para 2-8.11</i>				
10.2.19	Are shippers annotating all required information in the "Description of Articles" Block of the Bill of Lading? <i>NAVSEAINST 8020.18B, para 9a(1).</i>				
10.2.20	When shipments are in-transit, are shippers maintaining a 24-hour emergency watch telephone number(s)? <i>Ref: NAVSEAINST 8020.18B, paragraph 9a(2).</i>				
10.2.21	Are drivers provided emergency response information to be utilized in the event of accidents, civic disorder, natural disaster or other emergencies? <i>NAVSEAINST 8020.18B, para 9</i>				
10.2.22	Have all DON shippers provided a route plan to the carrier (or driver) prior to the release of Class/Div 1.1, 1.2, and 1.3 DOD conventional munitions and explosives shipments? <i>NAVSEAINST 8020.18B, para 8d.</i>				
10.2.23	Does the Signature of Tally Record (DD Form 1907) accompany every classified or protected shipment requiring the use of transportation protective services (TPS) during transit and is it signed by the Explosives Driver and each person responsible for the proper handling of the shipment throughout transit? <i>SW020-AF-HBK-010, Sixth Revision, para 3-4.2</i>				
10.2.24	Does the DON driver keep an up-to-date copy "Glove Box" edition of NAVSEA SW020-AF-HBK-010 in the glove compartment of the DON owned motor vehicle for transporting A&E off station? <i>SW020-AF-HBK-010, para 1-1 and Glove Box Edition</i>				

ELEMENT 03. Suspect Vehicle Procedures/Safe Haven/Holding Yards		Compliant			RAC
		Yes	No	N/A	
10.3.1	Is the Suspect Cargo area properly site approved? <i>OP 5, Vol 1, para 7-12.5</i>				
10.3.2	Has the AA&E shipper ensured that information or instructions detailed in the SDDC Transportation Facilities Guide (TFG) are current? <i>SW020-AF-HBK-010, Sixth Revision, para 4-10.3</i>				
10.3.3	Does the activity have an approved Safe Haven holding area to accommodate explosives laden vehicles in emergency situations? <i>DoD 5100.76M, Enclosure (10), para 7.b and SW020-AG-SAF-010, para 2-7.1.2.</i>				
ELEMENT 04. Supply Shipping/Receiving		Compliant			RAC
		Yes	No	N/A	
10.4.1	Has authorization to extend 90 day limitations for holding explosive laden conveyances to 120 days been granted by the activity Commanding Officer, and is there a memorandum for record on file explaining the circumstances for the extension? <i>SW020-AG-SAF-010, Ninth Revision, para 2-9</i>				
ELEMENT 05. Explosives Drivers Licensing		Compliant			RAC
		Yes	No	N/A	
10.5.1	Do all civilian drivers hold a valid state license with a commercial driver’s license (CDL) endorsement for driving explosives laden vehicles off base or when crossing public roads? <i>SW020-AF-HBK-010, Sixth Revision, para 2-2a</i>				
10.5.2	Do all military and civilian explosives drivers have a Medical Examiner’s Certification? <i>SW020-AF-HBK-010, Sixth Revision, para 2-2b</i>				
10.5.3	Are Medical Examiner's Certifications conducted every five years until age 50, then annually thereafter for Military and every two years until age 60, then annually thereafter for Civilian? <i>SW020-AF-HBK-010, Sixth Revision, para 2-2.2 a & b</i>				
10.5.4	Are explosives drivers at least 18 years of age or older to operate motor vehicles transporting AA&E on-station, and at least 21 years of age or older for off-station operations? <i>SW020-AF-HBK-010, Sixth Revision, para 2-2.3</i>				
10.5.5	Have all drivers of explosives laden vehicles passed a certified road test and qualified as explosives drivers affirmed by the possession of a Government Motor Vehicle Operator’s Identification Card OF 346 stating “EXPLOSIVES DRIVER-MUST HOLD A CURRENT MEDICAL CERTIFICATE”? <i>SW020-AF-HBK-010, Sixth Revision, para 2-2d & 2-2e and 3-2.1</i>				
10.5.6	Are all on-base explosives drivers government vehicle operator Identification Card Form 346 annotated with the verbiage “VALID FOR USE ON BASE ONLY”? <i>SW020-AF-HBK-010, Sixth Revision, Table 2-1 Note 3</i>				
10.5.7	Are explosives AA&E drivers Government Vehicle Operator’s Identification Card Form 346 issued for no more than two years? <i>SW020-AF-HBK-010, Sixth Revision, para 3-2.1 and MCO P8020.10B, Chapter 2, enclosure (1), para 14a (4)</i>				

10.5.8	Is the Transportation Self-Assessment Tool (TSAT) being reviewed by the TO annually (CONUS) and do all appropriate personnel have access to it? SW020-AG-SAF-010, Ninth Revision, para 2-2.1				
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PROGRAM 11 RAILROAD TRANSPORTATION					
ELEMENT 1 LOCOMOTIVES		Compliant			RAC
		Yes	No	N/A	
11.1.1	Are locomotives equipped with "dead man" controls? <i>OP-5 Paragraph 12-7.1.1</i>				
11.1.2	Are locomotives painted in accordance with current directives? <i>OP-5 Paragraph 12-7.1.1</i>				
ELEMENT 2 TRACKS		Compliant			RAC
		Yes	No	N/A	
11.2.1	Do dead end tracks have substantial bumper blocks or similar equipment installed? <i>OP-5 Paragraph 8-6.1.3</i>				
11.2.2	Are railroad tracks located within six feet of a primary grounding system and are they bonded to the system? <i>OP-5 Paragraph 6-6.3.1</i>				
ELEMENT 3 CARS/ROLLING STOCK CONTROLS		Compliant			RAC
		Yes	No	N/A	
11.3.1	During on-station movement by locomotives, are contents of partially or fully loaded railcars blocked and braced sufficiently to prevent movement or shifting of A&E? <i>OP-5 Paragraph 12-7.3.3c</i>				
11.3.2	Are railroad cars loaded with A&E prohibited from being staged in the open area between magazines? <i>OP-5 Paragraph 12-7.3.4c</i>				
11.3.3	Are partially or fully loaded railcars sealed or padlocked when left unattended? <i>OP-5 Paragraph 12-7.3.4e</i>				
ELEMENT 4 EQUIPMENT/MAINTENANCE		Compliant			RAC
		Yes	No	N/A	
11.4.1	Do locomotives or other self propelled rail vehicles have spark arrestors installed on exhaust stacks? <i>OP-5 Paragraph 12-7.1.1 & 12-7.3.2j</i>				
11.4.2	Do locomotives carry portable fire extinguishers? <i>OP-5 Paragraph 12-7.1.1</i>				
ELEMENT 5 OPERATIONS/SAFETY		Compliant			RAC
		Yes	No	N/A	
11.5.1	Are blue flags or signals placed at both ends of a car or cut of cars when personnel are working in, on or under cars? <i>OP-5 Paragraph 12-7.1.4a</i>				
11.5.2	Is there a proper crossing/grade sign posted at each rail crossing on the facility? <i>OP-5 Paragraph 8-6.2</i>				
11.5.3	Is a firebreak maintained at least 25 feet to either side of railroad tracks? <i>OP-5 Paragraph 4-1.10 & 12-7.1.2</i>				
11.5.4	When railcar or cut of cars is spotted, are hand brakes set and wheels properly chocked, except on piers and wharves? <i>OP-5 Paragraph 12-7.3.4</i>				

11.5.5	Are appropriate placards being used on railcars carrying A&E? <i>OP-5 Paragraph 12-7.1.4b</i>				
11.5.6	Are all railcars being inspected before and after loading? Are the inspections being documented? <i>OP-5 Paragraph 12-7.2</i>				
11.5.7	Is the number of railcars authorized to be placed outside magazines observed? <i>(a) Paragraph 12-7.3.4d</i>				
11.5.8	Are properly completed and signed blocking/bracing certification tags being affixed to explosives railcars prior to movement by the railroad crews? <i>OP-5 Paragraph 12-7.1.4c</i>				
11.5.9	Is annual training provided to all train crews and blocking/bracing crews on the procedures used by the activity to implement the Blocking and Bracing Certification Tag policy? <i>OP-5 Paragraph 12-7.1.4c(7)</i>				
11.5.10	Does the local SOP specify who the responsible and authorized individual(s) to certify the A&E loaded on the railcar? <i>OP-5 Paragraph 12-7.1.4.c(4)</i>				

PROGRAM 12 – PIERS AND WHARVES/BARGES							
ELEMENT 1 - EXPLOSIVES LIMITS				Compliant			RAC
				Yes	No	N/A	
12.1.1	Are DDESB approved Net Explosives Weight limits being adhered to? <i>OP-5 Paragraph 7-4.4.4</i>						
ELEMENT 2 - SAFETY PROCEDURES/PRACTICES				Compliant			RAC
				Yes	No	N/A	
12.2.1	Are the explosives safety conditions at piers and wharf facilities being properly monitored? Has a Safety Loading Officer (one or more from Safety Office) and a Safety Observer (one or more qualified and certified individual(s) been designated as required? <i>OP-5 Paragraph 12-10.1.1a thru 12-10.1.1b(5)</i>						
12.2.2	Are "arrival conferences" held to coordinate safety precautions and procedures on the pier or wharf and aboard ship? <i>(a) Paragraph 12-10.1.6</i>						
12.2.3	Does the CO of the shore activity enforce safety regulations where working parties from ships or adjacent shore establishments are involved in handling A&E? Do his representatives have authority to stop operations when such are considered to be unsafe? <i>OP-5 Paragraph 2-3.4</i>						
12.2.4	Do the Safety Loading Officers wear distinctive items which properly identify them as such? <i>OP-5 Paragraph 12-10.1.4</i>						
12.2.5	Is a clear space maintained between ships at a pier/wharf to prevent propagation of A&E? <i>OP-5 Paragraph 7-10.5.1 & 7-10.7</i>						
12.2.6	Are separation distances of ships and barges loading or unloading A&E from ESs maintained? <i>OP-5 Paragraph 7-10.4 & 7-10.6.1</i>						
12.2.7	Is personnel control limit satisfactory? Is unnecessary parking of vehicles prohibited? <i>OP-5 Paragraph 7-7.1 & 7-13.13</i>						
12.2.8	Are fire inspections conducted of the pier area on a continuing basis? <i>OP-5 Paragraph 4-1.3 & 4-1.4</i>						
12.2.9	Is a red flag displayed on all boats, lighters and other small craft while loaded with or transporting A&E and all vessels engaged in A&E loading or unloading operations? At night is a red light displayed? <i>OP-5 Paragraph 12-10.5.1</i>						
ELEMENT 3 - EXPLOSIVES ANCHORAGES/SCUTTLE SITES				Compliant			RAC
				Yes	No	N/A	
12.3.1	Has a "scuttling site" been established? <i>OP-5 Paragraph 8-5.4</i>						
12.3.2	Has an explosives anchorage been established if necessary? <i>OP-5 Paragraph 8-5.6</i>						
ELEMENT 4 – FIRE FIGHTING EQUIPMENT/TUGS				Compliant			RAC
				Yes	No	N/A	
12.4.1	Are ships alongside A&E piers capable of fighting shipboard fires? <i>OP-5 Paragraph 4-1.4.2</i>						

12.4.2	Are two fire hoses readily accessible and of sufficient length to ensure that all A&E on the pier and the weather deck of ships can be reached by two simultaneous streams of water? Fire main system shall be pressurized up to the last valve before the hose. <i>OP-5 Paragraph 4-1.4.3</i>				
12.4.3	Is adequate fire fighting equipment available at the pier while A&E loading/unloading operations are in progress? <i>OP-5 Paragraph 4-3.10.2</i>				
12.4.4	Is motorized fire equipment available within 10 minutes response time of each pier where A&E is being handled? <i>(a) Paragraph 4-3.10.2.1</i>				
12.4.5	If available, is a fireboat or tug equipped with a fire monitor "available" at piers where A&E is being handled? <i>OP-5 Paragraph 4-3.10.2.1 & 4-3.11</i>				
12.4.6	Are smoking and the carrying of flame producing devices properly controlled on the piers? <i>OP-5 Paragraph 4-1.6 & 4-1.17.1</i>				
12.4.7	Is an adequate supply of water available to sprinklers, standpipes, etc.? Are the water lines protected against freezing? <i>OP-5 Paragraph 4-3.8.3.a thru 4-3.8.3.h</i>				
12.4.8	Are locomotives utilized on piers of the diesel type and exhaust stacks provided with spark arrestors? <i>OP-5 Paragraph 4-1.25</i>				
12.4.9	Are a sufficient number of tugs/pusher boats available to move ships/barges away from the pier during A&E loading/offloading operations if an emergency occurs? If not, does the activity have a CNO approved waiver? <i>OP-5 Paragraph 4-3.11 & 4-3.11.4.a thru 4-3.11.4.c</i>				
ELEMENT 5 - FACILITIES/EQUIPMENT/CAPABILITIES/HOUSEKEEPING		Compliant			RAC
		Yes	No	N/A	
12.5.1	Is good housekeeping observed on the piers at all times? Is access to firefighting gear unobstructed? <i>OP-5 Paragraph 2-1.5.1 & 2-1.5.3</i>				
12.5.2	Is the number of ammunition and explosives loaded railcars kept within minimum requirements? <i>OP-5 Paragraph 12-7.3.4h</i>				
12.5.3	Are railroad tracks adjacent to, entering, or on ammunition piers/wharves properly grounded? <i>OP-5 Paragraph 6-6.3.1</i>				
12.5.4	Is A&E prohibited from storage on an open pier or in a pier shed, except for staging to support immediate loading or offloading operations? <i>OP-5 Paragraph 8-5.2.2 & 11-6.5</i>				
ELEMENT 6 - ORDNANCE HANDLING/SUPPORT EQUIPMENT		Compliant			RAC
		Yes	No	N/A	
12.6.1	Do crane operators have their operator licenses in their possession during explosives handling operations? <i>NAVFAC P-307 Paragraph 6.2.3</i>				
12.6.2	Are pier cranes bonded to a secondary grounding system during A&E handling operations? <i>OP-5 Paragraph 6-8.2.3.1</i>				

PROGRAM 13 AIRFIELD OPERATIONS					
ELEMENT 1 Airfield/Runways		Compliant			RAC
		Yes	No	N/A	
13.1.1	Is the required ESQD from loaded aircraft to loaded aircraft and from explosives sites to taxiway and runways being maintained? <i>OP 5, Vol 1, para 7-4.5.4, 7-4.5.5, & 7-11.2.1.5</i>				
13.1.2	Are ammunition and explosive facilities prohibited in areas within approach and departure zones at all rotary/fixed wing aircraft loading facilities, including DOD, other federal joint use, and civil facilities? <i>OP 5, Vol 1, par 7-11.3</i>				
13.1.3	Is a 50 feet fire safety distance maintained between Practice Bombs, Decoy Flares and Chaff Bucket assembly/disassembly areas and any Ready Service Locker, (RSL), ready service magazine, portable magazine, or any other ordnance storage facility, and to any other structure or parked aircraft? <i>OP 5, Vol 1, para 7-11.2.1.6.b</i>				
13.1.4	Does the Activity/Command have an active Bird/Animal Aircraft Strike Hazard (BASH) Plan? <i>CNICINST 3700, para 5c(1) (a)</i>				
13.1.5	Does the Activity/Command have storage authorization for Non-Department of Defense (DoD) small arms ammunition used for BASH Program? <i>OP 5, Vol 1, para 2-1.4.13</i>				
13.1.6	Is the Non-DoD small arms ammunition properly stored? <i>OP 5, Vol 1, para 10-7.5, 11-8.5.3, and 11-9.3.5</i>				
13.1.7	Are the weapons used for BASH program properly stored? <i>DoD 5100.76-M, para C4.1</i>				
13.1.8	Are all the requirements met to store Captive Air Training Missiles in aircraft hangers? <i>OP 5, Vol 1, para 7-11.1.1.1</i>				
ELEMENT 2 Aircraft Loading Pads		Compliant			RAC
		Yes	No	N/A	
13.2.1	Are combat aircraft loading and parking areas properly sited at appropriate inhabited building distances? <i>OP 5, Vol 1, para 7-11.2.1.5</i>				
13.2.2	Is there an approved AE handling pad (red label area - cargo loading pad) available for loading/offloading AE from cargo aircraft? <i>OP 5, Vol 1, paragraph 7-11.2.1.3</i>				
13.2.3	Are arming/de-arming pads for combat aircraft ordnance located adjacent to runway thresholds, or at the end of the primary runway? <i>OP 5, Vol 1, para 7-11.2.1.4</i>				
ELEMENT 3 Procedures/Safety		Compliant			RAC
		Yes	No	N/A	
13.3.1	Does the station have specific documented criteria, on whether to continue or terminate on loading/downloading and arming/de-arming of aircraft during electrical storms? <i>Ref: NAVSEA OP 5, Volume 1, Seventh Revision, Paragraph 6-10</i>				

13.3.2	Are AE operations stopped at approach of and during electrical storms? <i>Ref: NAVSEA OP 5, Volume 1, Seventh Revision, Paragraph 6-10.6</i>				
13.3.3	Are aircraft (rotary/fixed wing) grounded during AE loading/downloading evolutions? <i>Ref: NAVSEA OP 5, Volume 1, Seventh Revision, Paragraph 5-9.3</i>				
13.3.4	Are aircraft ground cables being inspected, tested and records maintained? <i>Ref: NAVSEA OP 5, Volume 1, Seventh Revision, Paragraph 5-9.7.7</i>				
13.3.5	Are arming/de-arming operations conducted with the aircraft headed away from inhabited areas? <i>Ref: NAVSEA OP 5, Volume 1, Seventh Revision, Paragraph 7-11.2.1.4</i>				
ELEMENT 4 Aircraft Egress Device Shops		Compliant			RAC
		Yes	No	N/A	
13.4.1	Are facilities/rooms (within non-explosive facilities) used for storage and work on aircraft egress devices, signaling devices, life vests, and life rafts (limited amount of C/D 1.3 and 1.4 materials) approved by ESSOLANT/PAC or NOSSA? <i>Ref: NAVSEA OP 5, Volume 1, Seventh Revision, Paragraph 7-12.12</i>				
13.4.2	Do these areas have fire symbols posted on the facility and outside of the interior room and panic hardware on a minimum of one door (unless specified otherwise in site approval)? <i>Ref: NAVSEA OP 5, Volume 1, Seventh Revision, Paragraph 7-12.12</i>				
13.4.3	Does this area have a sprinkler system installed (If existing facility, may be operated with alarm if monitored during off duty hours and with less than 25 lbs. NEW 1.3 or 1.4 stored overnight)? <i>Ref: NAVSEA OP 5, Volume 1, Seventh Revision, Paragraph 7-12.12</i>				

PROGRAM 14 AMMUNITION/EXPLOSIVES ASSOCIATED EQUIPMENT

ELEMENT 1 EQUIPMENT		Compliant			RAC
		Yes	No	N/A	
14.1.1	Is only authorized/approved equipment used for A&E operations? <i>Op 5 Vol 1, para 10-3.1 & 10.3.3</i>				
14.1.2	Is locally designed handling equipment approved by the CO or their designated representative? <i>OP 5 Vol 1, para 10-3.3.1</i>				
14.1.3	Does the equipment file for locally designed handling equipment contain a statement that it does not replace approved equipment? <i>OP 5 Vol 1, para 10-3.3.1.f(5)</i>				
14.1.4	Is the Safe Working Load (SWL) for locally designed handling equipment traceable to a test or detailed engineering analysis? <i>OP 5 Vol 1, para 10-3.3.1c</i>				
14.1.5	Do nails used with pneumatic nailers meet length and size requirements of applicable MIL-STD dash sheets? Where power driven nails are used, is 1/3 more than the specified number of common nails used? <i>OP 5 Vol 1, para 12-3.2.6.i</i>				
14.1.6	Are pneumatic nailers used only under authorized conditions? <i>OP 5 Vol 1, para 12-3.2.6. a thru i</i>				
ELEMENT 2 Modifications		Compliant			RAC
		Yes	No	N/A	
14.2.1	Have modifications to Ordnance Handling Equipment (OHE) or Material Handling Equipment (MHE) been approved by NAVAIR, DIRSSP and/or NSWCIN Div Det Earle Naval PHST Center? <i>OP 5 Vol 1, para 10-3.2; NAVSUP P-538, para 2-7</i>				
ELEMENT 3 Types		Compliant			RAC
		Yes	No	N/A	
14.3.1	Is MHE of the proper type for the hazard involved? <i>SWO23-AH-WHM-010 chapter 5; NAVSUP P-538 para 5-9</i>				
14.3.2	Does type EX MHE have a six-inch blue diagonal stripe painted in a 45-degree angle (top right to bottom left) along both sides and rear? <i>NAVSUP P-538 para 5-7.t</i>				
14.3.3	Is the OHE being utilized in the configuration for which it was designed, as shown in OP 2173, OR-67s, weapons technical manuals and other approved NAVAIR, DIRSSP or PHST Center handling equipment documentation? <i>OP 5 Vol 1, para 10-3.1.1</i>				
14.3.4	Are the OHE allowance levels being maintained at the command? <i>PHSTINST 10490 (series)</i>				
ELEMENT 4 Safety Devices		Compliant			RAC
		Yes	No	N/A	
14.4.1	Is fire extinguishing equipment readily available at PESs when MHE is being used? <i>OP 5 Vol 1 para 4-3.6.1</i>				

14.4.2	Are hooks used in handling A&E "moused" or equipped with safety latches to prevent accidental unhooking? OP 5 Vol 1 para 10-1.1.6				
14.4.3	Are all MHE mechanical guards/devices being used? OP 5 Vol 1 para 5-4				
14.4.4	Does MHE have overhead guards or load backrest extensions removed? If so has CO/OIC granted authorization, with justification, in writing with a copy in MHE history file? NAVSUP P-538 para 5-4.1 and 5-4.2				
14.4.5	Are seat belts on MHE worn for all operations? "Exception of shipboard and pier-side operations", at the discretion of the CO/OIC? NAVSUP P-538 para 5-3.2.g				
14.4.6	Are unapproved devices installed on MHE (e.g. spinner knobs on steering wheels)? NAVSUP P-538 para 5-3.1.j				
14.4.7	Does type EX MHE have at least two wheels and tires constructed of electrically conductive material? NAVSUP P-538 para 5-4.4				
14.4.8	Does type EE MHE have at least two SC tires or two electrically conductive ground straps? Are conductive tires marked SC? NAVSUP P-538 para 5-4.4				
14.4.9	Do type HS pallet trucks have SC tires or two electrically conductive ground straps? NAVSUP P-538 para 5-4.4				
14.4.10	Are dead man-type braking systems, a seat braking system or a travel disconnect device, properly maintained and operable? NAVSUP P-538 para 5-4.3				
14.4.11	Are cranes used to handle A&E equipped with power-down mode? And if equipped with both power-down and free-fall mode is the free-fall mode disabled or locked out? OP 5 Vol 1 para 10-6.1.b(1) and (2)				
ELEMENT 5 Maintenance and Repair		Compliant			RAC
		Yes	No	N/A	
14.5.1	Are maintenance (inspections and tests) procedures established for locally designed handling equipment? OP 5 Vol 1 para 10-3.3.1.d				
14.5.2	Do all repairs to MHE follow the safeguards in the manufacturer's technical manual safety section (green pages) to maintain the proper safety rating? Are the exact parts identified within those pages used when repairs are made to avoid compromising the unit's safety rating? NAVSUP P-538 para 8-7				
14.5.3	Is a maintenance history file maintained for each piece of MHE and Weight Handling Equipment? NAVSUP P-538 para 8-3; NAVFAC P-307 para 5.1				
14.5.4	Are mandatory documentation entries (eg. Repairs, parts replacements etc.) entered in the appropriate sections of the history file and are hard copies of reports/forms (e.g. Shipping/receiving documents, weight test data, fork inspections etc.) being kept in each file? NAVSUP P-538 para 8-3.1.a thru e				

14.5.5	Do local procedures provide for tagging out of service MHE? NAVSUP P-538 para 8-2.1.3.a				
ELEMENT 6 Tests and Inspections Marking		Compliant			RAC
		Yes	No	N/A	
14.6.1	Is all DON MHE painted in accordance with current federal standards and proper color scheme? NAVSUP p-538 para 5-6				
14.6.2	pre- and post-operational inspections conducted and properly recorded on MHE Inspection Form? If defects are found are forms filed in history file until repairs have been completed? NAVSUP P-538 para 8-2.1 and 8-2.1.3b				
14.6.3	Are periodic operational tests for MHE conducted at least every 18-months? SWO23-AH-WHM-010 para 6-5.2.a				
14.6.4	Is MHE used for A&E handling identified as to SWL, UL type, weight test date, and vehicle weight (VW)? NAVSUP P-538 para 5-7				
14.6.5	Does MHE have an accredited Underwriter’s Laboratory certification label? NAVSUP P-538 para 5-7.d				
14.6.6	Are cranes and hoists used for explosives handling, load tested and certified annually? Are they properly marked? OP 5 Vol 1 para 10-6.1; NAVFAC P-307 para 3.4.1				
14.6.7	Are periodic weight tests conducted for forklift attachments at 48-month (maximum) intervals? Are they properly marked? SWO23-AH-WHM-010 para 6-5.1				
14.6.8	Are periodic OHE weight tests performed by a certified activity? OP 5 Vol 1 para 10-5.3.2.2; SG420-AP-MMA-010 par 2-2.1				
14.6.9	Is OHE being inspected/tested as required? OP 5 Vol 1 para 10-5.3.1				
14.6.10	Are required OHE inspections performed using applicable MRCs OP 5 Vol 1 para 10-5.3.1				
14.6.11	Are forks tines inspected at intervals of not more than 12 months and documented in the vehicle's history jacket? SWO23-AH-WHM-010 para 6-3.2				
14.6.12	Has MHE including HS pallet trucks received required periodic tests and been properly certified and an MHE Safety Certification Form completed and maintained in the history file? SWO23-AH-WHM-010 para 6-6; NAVSUP P-538 para 8-3				
14.6.13	Is MHE Certifying Official designated in writing by the CO/OIC? SWO23-AH-WHM-010 para 6-9.1				
14.6.14	Are operators of tactical load lifting equipment performing daily inspections of their assigned equipment? MCO P11262.10 para 1001.2				
14.6.15	Is the annual condition inspection of tactical ground lifting equipment being conducted? MCO P11262.10 para 1001.7				
14.6.16	Has the certifying officer for safety and reliability of all tactical load lifting equipment been designated in writing by the Commanding General/Officer? MCO P11262.10 para 1001.8				

14.6.17	Is all tactical ground load-lifting equipment marked properly? MCO P11262.10 para 1001.11				
14.6.18	Are tactical ground load lifting equipment hooks inspected annually for wear of swivels and pins? MCO P11262.10 para 2002				
14.6.19	Are operation checks and annual certifications being conducted on hoists, winches and structural metal components of tactical ground load lifting equipment? Are these checks/certifications recorded properly? MCO P11262.10 para 2004 and 2005				
14.6.20	Is the testing and certification of MK15 and MK17 LVS MHC being conducted and recorded properly? MCO P11262.10 para 5000, 5001, and 5006				
ELEMENT 7 Battery Charging Operations		Compliant			RAC
		Yes	No	N/A	
14.7.1	Is battery charging only conducted in areas designated specifically for that purpose (forbidden in magazines or where A&E is present)? OP 5 Vol 1 para 10-4				
14.7.2	Has the CO designated at least one specific area for charging, testing and routine maintenance of lead-acid batteries? NAVSUP P-538 para 9-18				
14.7.3	Does the charging station meet the requirements specified if it supports a single A&E operation and is it located either in excess of 50 feet from the operation or within the same building? OP 5 Vol 1 para 10-4.c.(1) thru (6)				
ELEMENT 8 SOP/Procedures/License Requirements		Compliant			RAC
		Yes	No	N/A	
14.8.1	Is there an SOP for pre-use inspection, maintenance and the safe operation of pneumatic nailers? OP 5 Vol 1 para 12-3.2.6.d				
14.8.2	When using approved locally designed equipment, is the equipment listed in the process SOP? Does SOP describe the area where the equipment is authorized? Is a detailed usage procedure stated in SOP? OP 5 Vol 1 para 10-3.3.1.e				
14.8.3	Has the CO/OIC designated in writing an official and organization responsible for the management and administration of the program for instructing, testing and licensing of WHE operators? NAVFAC P-307 para 6.3				
14.8.4	Has the official responsible for the WHE license program designated in writing individuals as: license issuing officials, instructors, and performance examiners? NAVFAC P-307 para 6.3				
14.8.5	Has the CO/OIC designated, in writing a responsible party to issue MHE operator's licenses? SWO23-AH-WHM-010 para 3-4.3				
14.8.6	Has the CO authorized, in writing, individuals as qualified instructors to provide MHE operator training? SWO23-AH-WHM-010 para 3-5				
14.8.7	Has the MHE instructor completed an approved training course or other equivalent training or prior instructor experience? SWO23-AH-WHM-010 para 3-5.a				
14.8.8	Does the MHE instructor possess an operator's license? SWO23-AH-WHM-010 para 3-5.b				

14.8.9	Are positive administrative controls in place that ensures MHE operators are informed of changes to reference manual? SWO23-AH-WHM-010 para 3-5.b				
14.8.10	Has MHE operator completed initial MHE training course? SWO23-AH-WHM-010 para 3-3.3; MCO P8020.10 para 3-4				
14.8.11	Have MHE operators attended refresher training as necessary? SWO23-AH-WHM-010 para 3-3.4; MCO P8020.10 para 3-3.4				
14.8.12	Is the proper form used for MHE licenses? SWO23-AH-WHM-010 para 3-4 and Figure 3-1				
	NOTE: Motor Vehicle Operator's Identification Card, Form OF 346, shall serve as the official license.				
14.8.13	Does the MHE license indicate:				
	a. "EXPLOSIVE OPERATOR MHE" annotated on the license.				
	b. "MUST HOLD CURRENT MEDICAL CERTIIFICATE" documented on the license.				
	1. Explosives Authorized				
	2. The medical certificate is either on file or on person.				
	3. Limitations of the operator due to physical disabilities.				
	4. MHE Lift Codes and SWL. SWO23-AH-WHM-010 para 3-4.1.b, 3-4.1.c, 3-4.1.a, 3-4.1.e				
14.8.14	Is the license valid for only 3 years, provided the medical examination is not expired? SWO23-AH-WHM-010 para 3-4.1 and 3-4.2				
14.8.15	Is there a documented process to renew MHE operator's license? SWO23-AH-WHM-010 para 3-4.5				

PROGRAM 15 INVENTORY MANAGEMENT (NAVY and MARINE CORPS V (A) ASSETS

ELEMENT 1 – ADMINISTRATIVE ASSET MANAGEMENT		Compliant			RAC
		Yes	No	N/A	
15.1.1	Is the Inventory Accuracy Officer designated in writing? <i>Ref: NAVSUP P-724, Revision 18, paragraph 8.5.2.a</i>				
15.1.2	Is the reporting activity utilizing Ordnance Information System-Retail (OIS-R) or Retail Ordnance Logistics Management System (ROLMS) as the accounting/inventory system? <i>Ref: NAVSUP P-724, Revision 18, paragraphs 7.1.3.d and 15.1.4.c. (1)</i>				
15.1.3	Does the activity complete the monthly Ordnance Inventory Accountability Performance Checklist? <i>Ref: NAVSUP P-724, Revision 18, paragraph 8.2.1. (1) and Attachment 8-1</i>				
15.1.4	Is the activity retaining completed monthly Ordnance Inventory Accountability Performance Checklist for a period of three years? <i>Ref: NAVSUP P-724, Revision 18, paragraph 8.2.1.1</i>				
15.1.5	Does the activity have a Location Survey program? <i>Ref: NAVSUP P-724, Revision 18, paragraph 8.2.11.b</i>				
15.1.6	Is the activity retaining completed Master Location Survey Records and Location Survey results for a period of three years? <i>Ref: NAVSUP P-724, Revision 18, paragraph 8.2.11.e</i>				
15.1.7	Did the ESI Location Survey Snapshot reveal any findings/recommendations? <i>Ref: NAVSUP P-724, Revision 18, paragraph 8.2.9.f</i>				
15.1.8	Does the ammunition custodian maintain an accurate stock balance record for each ammunition item on hand? <i>Ref: NAVSUP P-724, Revision 18, paragraph 16.7.5.c</i>				
15.1.9	Does the physical location, condition code, lot/serial number, NIIN, correct maintenance due date, expiration date and quantity of material match the official record? <i>Ref: NAVSUP P-724, Revision 18, paragraph 16.7.5.c</i>				
15.1.10	Are reportable transactions reported within the prescribed time frames? <i>Ref: NAVSUP P-724, Revision 18, paragraphs 7.1.3.b. (1) and (2)</i>				
15.1.11	Is material with expired shelf life recorded in unserviceable condition? <i>Ref: NAVSUP P-724, Revision 18, paragraph 7.4.5 and NAVSUP P-805, Appendix B, paragraph B-2</i>				
15.1.12	Is material which has exceeded its required maintenance due date or has expired shelf life recorded in unserviceable condition? <i>Ref: NAVSUP P-724, Revision 18, paragraph 7.4.5 and NAVSUP P-805, Appendix B, paragraph B-2</i>				
15.1.13	Is the activity maintaining a two year master retention of all accountable records to include DD1348-1A issue and receipt documentation? <i>Ref: NAVSUP P-724, Revision 18, paragraph 8.6.2.c</i>				
15.1.14	Are issue/receipt documents signed and dated in the appropriate places? <i>Ref: NAVSUP P-724, Revision 18, paragraphs 16.2.2.i, 16.3.3.b and Attachment 16-1</i>				
15.1.15	Is material not identified by a National Stock Number (NSN) assigned a local stock number by the activity? <i>Ref: NAVSUP P-724, Revision 18, paragraphs 2.4.1 through 2.4.4</i>				

15.1.16	Are assets with unknown lot or serial numbers that have an assigned Material Control Code (MCC) of "B", "C", "K" or "E" placed in the most restrictive condition code as determined by a review of all NARs issued against the same NALC/DODIC? <i>Ref: NAVSUP P-724, Revision 18, paragraph 7.4.7.b and Attachment 7-10</i>				
15.1.17	Are assets with unknown lot or serial numbers that have an assigned Material Control Code (MCC) of "B", "C", "K" or "E" being reported into OIS-W with a locally assigned pseudo serial and/or lot number pending correct serial or lot number identification? <i>Ref: NAVSUP P-724, Revision 18, paragraph 7.4.7.b and Attachment 7-10</i>				
15.1.18	Does the activity have open Disposal Release Orders that are more than one calendar year from the date of issue? <i>Ref: NAVSUP P-724, Revision 18, paragraph 11.1.7</i>				
15.1.19	If commercial A&E is handled, used or stored, is there a waiver from NOSSA or OSD or CNO? Is the ammunition stored correctly? <i>Ref: NAVSUP P-724, Revision 18, paragraph 14.14.2.c</i>				
15.1.20	Are individuals who perform physical inventory duties denied access to or prevented from performing verification functions using the official record (OIS-R)? <i>Ref: NAVSUP P-724, Revision 18, paragraphs 8.2.13.e and 8.2.13.f</i>				
15.1.21	Are physical inventories scheduled, performed, retained and documented? <i>Ref: NAVSUP P-724, Revision 18, paragraph 8.2.4.a and 8.2.5.c</i>				
15.1.22	Is causative research conducted when there are inventory gains or losses? <i>Ref: NAVSUP P-724, Revision 18, paragraph 8.2.18</i>				
15.1.23	Are causative research packages retained as required? <i>Ref: NAVSUP P-724, Revision 18, paragraphs 8.2.5.c and 8.2.19.f</i>				
15.1.24	In the event of a change in Accountable Officer or Change of Command, has the activity conducted the required inventories? <i>Ref: NAVSUP P-724, Revision 18, paragraph 8.2.4.b.4</i>				
ELEMENT 2 - NOTICE OF AMMUNITION RECLASSIFICATION (NAR) MANAGEMENT		Compliant			RAC
		Yes	No	N/A	
15.2.1	Does the command maintain the latest version of the NAVSUP P-801, either as a hard copy or electronically (PC, disk, web based, weekly email NAVSUP P-801) that personnel can easily access when required to do so? <i>Ref: NAVSUP P 801, paragraph 2-1.4.1</i>				
15.2.2	Does the command maintain the latest version of NAR messages either as a hard copy or electronically (PC, disk, web based, weekly email NAVSUP P-801) that personnel can easily access when required to do so? <i>Ref: NAVSUP P 801, paragraph 2-1.4.1</i>				
15.2.3	Does the command maintain the latest version of AIN messages either as a hard copy or electronically (PC, disk, web based, weekly email NAVSUP P-801) that personnel can easily access when required to do so? <i>Ref: NAVSUP P 801, paragraph 2-1.4.1</i>				
15.2.4	Does the command maintain the latest version of OHF messages either as a hard copy or electronically (PC, disk, web based, weekly email NAVSUP P-801) that personnel can easily access when required to do so? <i>Ref: NAVSUP P 801, paragraph 2-1.4.1</i>				

15.2.5	Does the command maintain the required cross reference file only if the latest version of the NAVSUP P-801 with all subsequent NAR/AIN/OHF issuances incorporated is not accessible for daily application? <i>Ref: NAVSUP P 801, paragraph 2-1.4.1 and NAVSUP P-724, Revision 18, paragraph 9.1.7.b</i>				
15.2.6	Has the activity developed procedures to ensure adherence to all NARs by screening and re-identification of ammunition during all issues and receipt inspections and for all pending ammunition shipments? <i>Ref: NAVSUP P-724, Revision 18, paragraphs 9.1.6.a through 9.1.6.k</i>				
15.2.7	If the command is storing Ammunition, other than Navy/Marine Corps Assets (i.e. Army and Air Force assets) does the command maintain the current version of the respective services NAR/AIN/OHF programs on file? <i>Ref: NAVSUP P 801, FORWARD</i>				
15.2.8	Does Official Record reflect applicable Notice of Ammunition Reclassifications, on all applicable ammunition? <i>Ref: NAVSUP P 801, paragraphs 2-1.4.2 and 2-1.4.4 and NAVSUP P 724, Revision 18, paragraph 9.1.6.c</i>				
15.2.9	Does Official Record reflect applicable Ammunition Information Notices on all applicable ammunition? <i>Ref: NAVSUP P 801, paragraphs 2-1.4.2 and 2-1.4.4 and NAVSUP P 724, Revision 18, paragraph 9.1.6.c</i>				
15.2.10	Does Official Record reflect applicable Over Head Fire on all applicable ammunition? <i>Ref: NAVSUP P 801, paragraphs 2-1.4.2 and NAVSUP P 724, Revision 18, paragraph 9.1.6.c</i>				
15.2.11	Are Notice of Ammunition Reclassifications processed within the required time frames? <i>Ref: NAVSUP P 801, paragraph 2-1.2</i>				
ELEMENT 3 – PROGRAM MANAGEMENT		Compliant			RAC
		Yes	No	N/A	
15.3.1	Is all A&E subject to a receipt inspection prior to any subsequent processing? <i>Ref: NAVSUP P 724, Revision 18, paragraph 16.3.4.a and NAVSUP P 805, paragraph 4-1.3</i>				
15.3.2	Has fleet return material placed in Condition Code “K” been segregated and identified within 45 days after receipt? <i>Ref: NAVSUP P 724, Revision 18, paragraph 16.3.4.g</i>				
15.3.3	Do Material Condition Tags have all required entries as applicable? <i>Ref: NAVSUP P 805, Appendix A, paragraph A-3.1.2.a through A-3.1.2.g</i>				
15.3.4	Do 2D barcodes have all required entries as applicable? <i>Ref: NAVSUP P 805, Appendix A, paragraph A-4.6.3.a through A-4.6.3.o</i>				
15.3.5	Does the activity submit Supply Discrepancy Reports (SDR's) when required? <i>Ref: NAVSUP P 724, Revision 18, paragraphs 8.3.4.e (1)</i>				
15.3.6	Does the activity report all Supply Discrepancy Reports (SDR's) utilizing the electronic SDR application within the Product Data Reporting and Evaluation Program (PDREP)? Does activity have an active account? <i>Ref: NAVSUP P 724, Revision 18, paragraphs 8.3.5.b</i>				
15.3.7	Is the activity maintaining an SDR Control system? <i>Ref: NAVSUP P 724, paragraph 8.3.10.e</i>				
15.3.8	Is the activity maintaining closed SDR case files for a period of two years after the reply is received from the shipping activity? <i>Ref: NAVSUP P 724, Revision 18, paragraph 8.3.10.f</i>				
15.3.9	Are individuals who have been issued inspection indicators (physical devices) qualified and certified to the appropriate level?				

	Ref: NAVSUP P 805, Appendix A, paragraph A-5.1.2				
15.3.10	Do inspection indicators (physical devices) meet all requirements? Ref: NAVSUP P 805, Appendix A, paragraph A-5.1.1				
15.3.11	Are inspection indicators (physical devices) assigned in writing to authorized individuals? Does this include their signatures, acknowledging receipt? Ref: NAVSUP P 805, Appendix A, paragraph A-5.1.3.b				
15.3.12	Are inspection indicators (physical devices) that have not been issued maintained in locked storage? Ref: NAVSUP P 805, Appendix A, paragraph A-5.1.3.c				
15.3.13	Are inspection indicators (physical devices) in the locked storage location accessible only by individuals authorized to issue the devices? Ref: NAVSUP P 805, Appendix A, paragraph A-5.1.3.c				
15.3.14	Are all inspection indicators (physical devices) that have been issued kept either on the person of the user (during periods of use) or in a locked storage location that is accessible only by the authorized user? Ref: NAVSUP P 805, Appendix A, paragraph A-5.1.3.d				
15.3.15	Are inspection indicators (physical devices) that were previously issued and that have been returned to the issuing office following the individual's termination or transfer held for a specific period of time (6 months recommended) before reissuing? Ref: NAVSUP P 805, Appendix A, paragraph A-5.1.3.g				
15.3.16	Is the authorized mix of C/Cs per pallet or unit load approved for receipt/issue inspections and storage? Ref: NAVSUP P 805, paragraphs 3-11 through 3-11.6, 4-1.8 through 4-1.8.6 and 5-1.7 through 5-1.7.6				
15.3.17	Does each pallet, container, box, etc., have a Material Condition Code (MCC) tag and linear barcode applied as required? Ref: NAVSUP P 805, Appendix A, paragraph A-3 and A-4				
15.3.18	Does each pallet, container, box, etc., have a 2D barcode applied as required? Ref: NAVSUP P 805, Appendix A, paragraph A-4				
15.3.19	Does all CAT I/II Ammunition in operating buildings, ready service magazines or designated ready service lockers have Material Condition Tags? Ref: NAVSUP P 805, Appendix A, paragraph A-3 and NOTE				
15.3.20	Does all CAT I/II Ammunition in operating buildings, ready service magazines or designated ready service lockers have 2D barcodes? Ref: NAVSUP P 805, Appendix A, paragraph A-4 and NOTE				
15.3.21	Do defect codes applied to ammunition identify the specific reason for condition code assignment. Are they valid/authorized? Ref: NAVSUP P 805, Appendix D, paragraph D-4.4.5				
15.3.22	Are changes to mandatory entries on Material Condition Tags/Labels corrected only once by drawing a single, heavy line through the entry/entries to be changed. Is the tag/label recertified? Ref: NAVSUP P 805, Appendix A, paragraph A-3.1.10				
15.3.23	Are Type 1 traceable seals made up of the correct material composition? Ref: NAVSUP P-805, Chapter 3, paragraph 3-7.1				

15.3.24	Are Type 1 or Type 2 traceable seals present or applied in sufficient number and location so that containers cannot be opened without destruction or positive indication of violation of the seal? <i>Ref: NAVSUP P-805, Chapter 3, paragraph 3-7.7</i>				
15.3.25	Are Type 2 Traceable seals composed of material that prevents removal and reapplication? Are they stamped with a Unit Identification Code and a numeric or alpha numeric identifier traceable to an assigned Inspection Indicator Stamp? <i>Ref: NAVSUP P-805, Chapter 3, paragraph 3-7.4 and 3-7.5</i>				
15.3.26	Are assets stored in non-authorized standard packs applied the correct Condition Defect Code identifying them as acceptable local storage/ movement? <i>Ref: NAVSUP P-805, Chapter 3, paragraph 3-10.3.2</i>				
15.3.27	Do ammunition containers have all the required exterior markings correctly applied? <i>Ref: NAVSUP P-805, Chapter 3, paragraph 3-13.1.1</i>				
15.3.28	Do humidity indicators indicate an acceptable humidity indication on ammunition containers? <i>Ref: NAVSUP P-805, Chapter 3, paragraph 3-10.5 and figure 3-1</i>				
ELEMENT 4 INVENTORY ACCURACY		Compliant			RAC
		Yes	No	N/A	
15.4.1	Is the activity designated as SPC Monthly Sampler? (If yes see note) <i>Ref: NAVSUP P 724, Revision 18, paragraph 8.2.9.b</i> <i>Program 15 Element 04 Sampling. The Element 04 assessment seeks to quantitatively establish an activity's Inventory Accuracy performance relative to established standards. This is accomplished by pulling a representative sample and performing IA and IE error assessments as described in NAVSUP P-724 Chapter Eight Section Two paragraph 8.2.2 and comparing results to the standards described in Table 8.2.1. Element 04 assessments only apply to activities designated to conduct SPC Monthly Sampling.</i>				

PROGRAM 15 - INVENTORY MANAGEMENT MARINE CORPS CLASS V (W) ASSETS

ELEMENT 5 – CLASS V (A) INVENTORY MANAGEMENT/ACCURACY		Compliant			RAC
		Yes	No	N/A	
15.5.1	In the event of a change in Accountable Officer or Change of Command, has the activity conducted the required inventories? <i>Ref: MCO 8010.13 Encl (2) p. 2-2</i>				
15.5.2	Does the activity maintain the NAVSUP P-801 as either a hard copy or electronically? <i>Ref: MCO 8010.13 Encl (2) p. 3-1</i>				
15.5.3	Does the activity process Notice of Ammunition Reclassifications (NAR) within the required time frames? <i>Ref: NAVSUP P-801 para 2-1.2; MIRR (2) year history generated by ESED</i>				
15.5.4	Is all A&E subjected to a receipt inspection prior to any subsequent processing? <i>Ref: MCO 8010.13 Encl (2) p. 5-4</i>				
15.5.5	Do transactions posted with a Document Identifier Code of D8/D9(A/B/Z) to the official records have supporting documentation? <i>Ref: MCO 8010.13 Encl (2) p. 3-6; MCO 8015.3A Encl(1) p. 5-3</i>				
15.5.6	Do transactions posted with a Document Identifier Code of D8A/D9A have supporting MLSR reports released (if applicable)? <i>Ref: MCO 5530.14A Chapter 10</i>				
15.5.7	Conduct a Location Survey(LOCAT). Does the activity meet the standard of 98%? <i>MCO 8015.3A Encl (1) p. 8-1</i>				
15.5.7.1	(LOCAT)Do the items match the asset record in regards to physical location? <i>MCO 8015.3A Encl (1) p. 8-2</i>				
15.5.7.2	(LOCAT)Are the items listed on the asset record physically stored? <i>MCO 8015.3A Encl (1) p. 8-2</i>				
15.5.7.3	(LOCAT) Do the items match the asset record attributes (C/C, DODIC, NSN, Lot #, S/N? <i>MCO 8015.3A Encl (1) p. 8-2</i>				
15.5.7.4	(LOCAT)Do the items have a complete and accurate Magazine Data Card? <i>MCO 8015.3A Encl (1) p. 8-2</i>				
15.5.8	Does the Storage Discrepancy Report pulled from Ordnance Information System- Retail (OIS-R) have zero discrepancies? <i>Ref: OIS-R Report</i>				