

**DEPARTMENT OF THE ARMY
HQ, US ARMY TRAINING CENTER AND FORT JACKSON
FORT JACKSON, SOUTH CAROLINA 29207
FORT JACKSON REGULATION 350-1**

9 April 2018

TRAINING AND TRAINING SUPPORT

Summary. This regulation prescribes the policies and procedures for the conduct of training and training support activities on Fort Jackson.

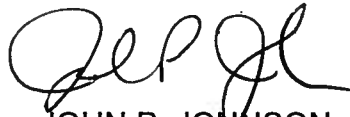
Applicability. This regulation applies to all personnel, Active Component and Reserve Component training brigades, directorates, units assigned and any other organizations located on Fort Jackson. All training conducted at Fort Jackson will conform to this directive. Tenant units are expected to de-conflict with the installation any guidance from their higher headquarters that is contrary to this regulation. Exemptions from the provision of this regulation may be requested to Fort Jackson, (USATC&FJ G3).

Suggested Improvements. The proponent of this regulation is the USATC&FJ G3. Send comments and suggested improvements on DA Form 20208 (Recommended changes to publications and Blank Forms) through channels to Commander, Fort Jackson, (USATC&FJ G3), Fort Jackson, South Carolina, 29207.

Foreword. Soldier and leader training is the primary reason for the existence of Fort Jackson. The Army Training Center conducts reception and basic combat training (BCT) for initial entry training (IET). The Soldier Support Institute conducts advanced individual training (AIT), basic officer leader courses, captains' career courses, and MOS specific NCOES training. The US Army Drill Sergeant Academy trains the Army's drill sergeants and AIT platoon sergeants. The DoD Chaplaincy Center trains both officers and NCOs in the execution of their training. The Leader Training Brigade (LTB) supervises the execution of the US Army Master Resiliency School, the US Army Physical Fitness School, the Pre-Command Courses and Company Commander and First Sergeant Course, and supervises the execution of Task Force Marshall and the training of naval individual augmentee for combat training. The National Center for Credibility Assurance trains every government organization in the use and employment of polygraph equipment. Every tenant unit on Fort Jackson conducts leader training to ensure our collective ability to lead Soldiers in the future. National Guard, Reserve, and visiting units conduct training to ensure our Army is prepared to fight and win our Nation's wars. Training Soldiers is the reason Fort Jackson exists. In order to execute this training to standard, we must ensure that the standards and expectations are clearly communicated, achievable, and consistently enforced.

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We are a standards-based institution that applies these standards to allow us to produce Soldiers and leaders that meet our desired outcome. That desired outcome is focused in combat readiness while at the same time producing Soldiers that understand and live by our values and the Warrior Ethos.



JOHN P. JOHNSON
Major General, U.S. Army
Commanding

OFFICIAL:

WHITE
G3

DISTRIBUTION:

Command Group (5)
G3 (6)
165 IN (10)
193 IN (10)
SSI (10)
Army Reserve / NG Component (2)
Installation Chaplain
Chaplain School (2)
LTB (5)
USAG (10)
LRC (3)
TACOM/FMX (3)
USADSA (3)
SJA (2)
IG (2)
MEPS
MEDDAC (3)
DENTAC
Columbia Recruiting Battalion

** This regulation supersedes FJ Reg 350-1 dated 1 April 2009, and all updates.

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SECTION 1

INTRODUCTION & ADMINISTRATION

1-1. PURPOSE.

This regulation establishes policies, procedures and requirements for individual and collective training, and provides specific training management procedures employed on Fort Jackson.

1-2. REFERENCES.

Refer to Appendix A.

1-3. ABBREVIATION AND TERMS.

Refer to Appendix B.

1-4. COMMANDER'S VISION.

Fort Jackson: The Army's Premier Training Post and a Community of Excellence.
Victory Starts Here, Right Here!

1-5. US ARMY TRAINING CENTER AND FORT JACKSON (USATC&FJ) MISSION.

Fort Jackson trains and develops Soldiers, NCOs and Officers to build and improve Army readiness and provides a community where our Soldiers, Civilians, and Families thrive.

1-6. PRIORITIES.

Fort Jackson has four enduring priorities:

a. Mission Readiness. Mission readiness, as Fort Jackson's decisive operation, is that operation which consistently ensures that Fort Jackson is prepared to execute its mission. It is both a current operation which focuses leader attention on ensuring we are collectively prepared to execute our mission, and it is strategic in ensuring that as conditions change, Fort Jackson remains prepared to transform civilians into Soldiers and a source of strategic readiness for the Army.

b. Taking Care of Soldiers, Civilians, Retirees and their Families. It will take everyone on Fort Jackson to create a community of excellence, and we must deliver excellence in order for our Soldiers, Civilians, and their Families to thrive. Ultimately, we want the experiences of Fort Jackson's Soldiers and Families to be the best period of their military careers. We want those Families to desire to return to our installation and our community, to work and even retire in the area.

c. Future Fort Jackson. The primary focus of future Fort Jackson, shaping operation #1, is to increase the capability and capacity of Fort Jackson to respond to a rapid expansion of the Army and provide a strategic platform to increase the readiness of the Army.

d. **Army's Connection to the American People.** The primary focus of the Army's connection to the American people, shaping operation # 2, is to connect to the American people by solidifying and expanding our relationship with Columbia, the Midlands, and all Americans who visit Fort Jackson in order to sustain the support of the American people in their Army.

1-7. COMMANDING GENERAL'S INTENT.

1. Purpose.

To provide ready Soldiers and leaders in support of the Army mission, provide a platform for Army expansion during crisis, and ensure the Army remains connected with the American people.

Key Tasks.

- a. **Create** a culture of disciplined initiative and empower commanders to set conditions for primary trainers, assuring they train to standard.
- b. **Train and Develop** Soldiers, NCOs, Officers, and Civilians who are ready to lead from the front and are agile, adaptive, and able to thrive in a complex world.
- c. **Generate and Sustain** an Army Community of Excellence.
- d. **Build** capability and capacity to expand the Army.
- e. **Reinforce** the Army's connection to the American people.
- f. **Protect** the Fort Jackson community through vigilance and proactive preparation.

2. End State.

Victory Starts Here, Right Here! Soldiers, Civilians, and Families proud of their affiliation with Fort Jackson; Soldiers and leaders confident in their training – Army units seek Soldiers and leaders who have trained at Fort Jackson and leaders seek assignment to Fort Jackson. Win the Army Community of Excellence Award!

1-8. RESPONSIBILITY FOR TRAINING PLANS AND AUTHORIZATION FOR IMPLEMENTATION.

The term "Fort Jackson" represents a complicated combination of training units and headquarters which use the cantonment area and the local training areas in order to complete the prescribed training requirements.

- a. The US Army Training Center executes the basic combat training program of instruction (POI) as published by the proponent of basic training, the LTB (Basic Training Proponent), Center for Initial Military Training. While the training support packages provide ample authority for commanders to execute training to accomplish the

intent of the POI, any proposed changes or updates to specific lesson plans will be coordinated through the LTB (Basic Training Proponent).

b. The Soldier Support Institute executes the AG and FI Basic Officer Leadership course, Captain's Career Course, NCO Academy courses (ALC, SLC) based on locally developed POIs approved through the US Army CASCOM.

c. The US Army Drill Sergeant Academy executes the drill sergeant training POI published by the LTB, Center for Initial Military Training.

d. The DoD Chaplaincy Center trains chaplains and chaplains assistants according to locally developed and service approved programs of instruction.

1-9. AFTER ACTION REVIEWS / SENSING SESSIONS.

Will be conducted in accordance with (IAW) TRADOC Regulation 350-6.

SECTION 2 MANDATORY TRAINING REQUIREMENTS

2-1. PURPOSE.

The purpose of this section is to address administrative areas and individual Soldier training requirements based on Army Regulation 350-1, and adapted for the basic combat training BCT environment.

2-2. REFERENCES.

AR 350-1, and specific documents as published in Appendix A.

2-3. PERMANENT PARTY TRAINING (ANNUAL, SEMI-ANNUAL, QUARTERLY, AND UPON ARRIVAL).

The requirements listed below are additive to the list of annual, semi-annual and quarterly training required in AR 350-1 and DA PAM 350-1, and prescribe the training required for permanent party Soldiers assigned to Fort Jackson.

a. Risk Management Basic Course (2G-F97_DL): All personnel must complete this course via Army Learning Management System (ALMS) within 30 days of arrival at Fort Jackson. Personnel who have already completed this course during a previous assignment are not required to take it again. This course may be accessed at this link: <https://safety.army.mil/TRAININGCOURSES/OnlineTraining.aspx>

b. Accident Avoidance Course: All personnel must complete this course via ALMS within 30 days of arrival at Fort Jackson. Personnel who have already completed this course during a previous assignment are not required to take it again. This course may be accessed at this link: <https://www.lms.army.mil/login>. All personnel must complete the Combat Readiness Center on-line training for the Accident Avoidance Course

before operating a GOV. Drivers must have their AAC and a valid state driver's license in their possession when operating a GOV.

c. All personnel who operate a motorcycle must attend the free (on post only) Motorcycle Safety Federation training before operating a motorcycle. Operators and passengers must wear full personal protective equipment (i.e. long pants, shirts with long sleeves, leather footwear which covers the ankle, full-fingered gloves, DOT-approved helmet with face-shield or approved goggles). Drivers must have their MSF card and a valid state motorcycle license in their possession to enter and operate on-post. These safety requirements apply to DoD riders both on and off post. This course may be registered for at the following link: <https://imc.army.mil/airs/Home.aspx>

d. Hazard Communication Training: All personnel who use, transport, store, or dispose of hazardous chemicals, to include cleaning chemicals, must receive Hazard Communication Training. Detailed information may be found in Fort Jackson Regulation 385-10. Contact the Installation Safety Office at (803) 751-6004 for additional assistance.

e. Commanders Safety Course: first sergeants, command sergeants major, and commanders must complete the Commanders Safety Course prior to assuming duties at Fort Jackson. This course may be accessed through the Combat Readiness University at <https://safety.army.mil/TRAININGCOURSES/OnlineTraining.aspx>

f. IET Requirements. All IET cadre will attend specified IET cadre/support personnel training prior to, but no later than (NLT) 30 days after, assuming their IET duties. Army Reserve Component IET personnel will complete specified support personnel training NLT 120 days after assuming IET duties. Refer to the Cadre Training Matrix.

(1) TRADOC IET Brigade/Battalion Pre-Command Course (PCC): IET brigade and battalion commanders, and command sergeants major, will attend PCC prior to assuming duties. Branch managers will use the ATRRS to schedule TRADOC PCC attendees. The Commanding General, USATC&FJ, is the waiver approval authority for commanders and command sergeants major to assume their positions prior to attending PCC. No others will attend without the approval of the DCG-IMT.

(2) IET Company Commanders & First Sergeants Course (CCFSC): IET company commanders and first sergeants will attend the CCFSC prior to assuming IET duties. The brigade commander is the waiver approval authority for all company commanders and first sergeants that do not attend CCFSC prior to assuming IET duties. This course provides future company commanders and first sergeants with a broader training and educational experience beyond the basic TRADOC CTC and is a requirement throughout TRADOC. This course is in lieu of TRADOC CTC.

(3) USATC & FJ Company Commanders & First Sergeants Course (FJ CCFSC): All company commanders and first sergeants on Fort Jackson will attend the FJ CCFSC

prior to assuming duties. The waiver authority for company commander or first sergeant to assume duty without attending the FJ CCFSC is the Commanding General, USATC&FJ. The FJ CCFSC is a mandatory resident experience with supporting distance learning (DL) components, with the authority for exception granted to the first general officer in the chain of command. The resident experience will be conducted at the installation and address topics prescribed by the Army that require a specific installation focus. Supporting DL lessons will be available via Army Learning Management System and Army Training Network to provide “knowledge-level” learning, complementing the face-to-face experience of the resident course.

(4) IET Cadre Training Course (CTC): The CTC provides brigade/battalion staff officers and senior noncommissioned officers in IET with information required to facilitate the development of the transformation process. Brigade and battalion commanders manage attendance at this course to ensure that everyone who works with IET Soldiers completes the course.

(5) IET Support Cadre Training Course (SCTC): The SCTC curriculum is designed to familiarize cadre assigned to support activities with the specific challenges associated with the IET environment. Extended version is tailored for all instructors assigned with duties as squad leader in AIT.

(6) Installation Staff and Contractors Training Course (ISCTC): The IET ISCTC is designed to provide personnel who, in the execution of their duties, come into daily or frequent contact with IET Soldiers. Civilian personnel and/or contractors assigned to perform work at an IET installation will attend the ISCTC to become familiar with and learn TRADOC IET rules and regulations.

g. Table 2-1 below summarizes the training requirements at brigade level and below that must be accomplished for each specific position.

Table 2-1
IET Leader & Cadre Program/Training Matrix

BRIGADE AND BATTALION LEVEL POSITIONS	PCC	CCFSC	CTC	SCTC	ISCTC
Commander	X				
XO			X		
CSM	X				
Staff Officers			X		
Chaplain			X		
Staff NCOIC'S (E-7 thru E-9)			X		
Operations NCOIC (E-7 thru E-9)			X		
Staff Clerks (S1, S2, S3, S4, S6)				X	
Processing NCO'S				X	
Processing Clerks				X	
Chaplain Assistants				X	
Bn Operations NCOIC				X	
DFAC Employees					X
AAFES Shoppettes Clerks					X
COMPANY LEVEL POSITIONS	PCC	CCFSC	CTC	SCTC	ISCTC
Co Cdr		X			
Co XO			X		
First Sergeant		X			
Platoon Sergeants					
*Squad Leaders				X	
Unit Armorers				X	
Unit Supply Personnel				X	
SCHOOL & CENTER POSITIONS	PCC	CCFSC	CTC	SCTC	ISCTC

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School Commandant (06s & E9s)	X				
Deputy Commandants & Department Sergeants Majors			X		
Military IET instructors (Officers and Enlisted)				X	
DOD/DA civilian IET primary instructors				X	
Contracted civilian IET primary instructors				X	
IET Training Developers/Specialists				X	
Training Center IG/Deputy IG			X		
INSTALLATION AGENCIES	PCC	CCFSC	CTC	SCTC	ISCTC
<u>The following personnel include, but are not limited to</u>					
Installation Staff/Personnel					X
Medical Personnel					X
Dental Personnel					X
Reception Battalion Processing Personnel (Military)				X	
Reception Battalion Processing Personnel (Civilian)					X
Contract Personnel					X
CIIP/CIF Employees					X
DFAC Employees					X

2-4. HOT/COLD WEATHER TRAINING.

Heat/cold injury prevention is a command responsibility. Commanders and supervisors must exercise common sense and good judgment in implementing measures to prevent heat/cold injuries.

a. Heat Injury Prevention Training: Heat Injury Prevention Training IAW FJ Regulation 385-10 must be completed by all personnel annually NLT 01 April. This training is conducted at the unit level, but assistance may be obtained through the Fort Jackson Safety Office at 751-6004.

b. Cold Injury Prevention Training: Cold Injury Prevention Training IAW FJ Regulation 385-10 must be completed for all personnel annually NLT 01 October. This training is conducted at the unit level, but assistance may be obtained through the Fort Jackson Safety Office at 751-6004.

2-5. ADDITIONAL DUTIES AND TRAINING REQUIREMENTS.

Appendix M publishes the list of company and battalion-level additional duties. Each of these duties requires training and certification requirements per the Army, TRADOC, or Fort Jackson regulations. Proponents and staff sections conduct initial and refresher training for each area in accordance with the Fort Jackson Base Operations Order (OPORD) and Fort Jackson Master Activities Calendar (MAC).

SECTION 3 TRAINING MANAGEMENT

3-1. TRAINING MANAGEMENT.

Fort Jackson trains a greater percentage of basic combat training than any other training center in the United States Army. When combined with the Soldiers who conduct training at the United States Army Drill Sergeant Academy, the Soldier Support Institute, the DoD Chaplaincy Center, the Navy Individual Augmentee for Combat Training, and a host of smaller, transient schools, the need for adequate training management practices becomes obvious. Training management on Fort Jackson conforms to the principles contained in ADP 7-0 Training Units and Developing Leaders. The procedures listed below serve as a framework for how the doctrinal concepts are applied at Fort Jackson.

a. Annual Training Guidance and the Base Order. The Commanding General publishes an Annual Training Guidance in the form of a memorandum before the end of the second quarter of the fiscal year. In conjunction with the release of the ATG, the G3 publishes the base OPORD for the fiscal year. These two documents govern the anticipated major events for the year, and codify the requirements which govern how Fort Jackson operates.

b. Quarterly Training Briefs (QTBs). The subordinate brigades prepare and conduct a QTB to the Commanding General. This touch point provides the Commanding General an opportunity to review progress and provide guidance to the brigade and battalion command teams.

c. G3/S3 Sync meeting and the Weekly Fragmentary Order (FRAGO). The G3 conducts a weekly G3/S3 Sync meeting on Wednesday afternoons. The primary audience is brigade level S3s from across the installation (training brigades and partners in excellence). The G3/S3 Sync serves as a reminder of upcoming events that were published in the base OPORD and coordinates activities or events that were not planned as part of the base OPORD. The weekly FRAGO publishes deviations from

the base order, taskings, and unforeseen requirements. The G3/S3 Sync meeting also serves as a published opportunity to conduct in-progress reviews at the planner-level in order to ensure all units are prepared to execute upcoming events.

d. Unit commanders are responsible for and manage their unit training through the execution of training meetings. Units will schedule and post their unit training meetings to their training schedules, and unit commanders will adhere to the training meetings as scheduled.

e. BCT unit commanders are responsible for ensuring they achieve the standard published in TRADOC Regulation 350-6, and accomplish the tasks as specified in the BCT POI. Deviations to these training requirements must be approved during unit QTBs or by unit commanders as outlined in the regulations.

3-2. INFORMATION MANAGEMENT.

a. Long Range Planning Calendar. The Post LRPC extends a minimum of six quarters into the future and captures key events in time to synchronize operations. The LRPC is updated 'pen-and-ink' as events change, and published once per quarter.

b. Master Activities Calendar. The MAC extends approximately one quarter into the future, and provides the daily synchronization of upcoming events which influence the activities of units on Fort Jackson and the Fort Jackson staff. Additions to the MAC are approved by the G3, and published as requirements or events in the weekly FRAGO.

c. Army Training Management System (ATMS).

(1) As directed in AR 350-1, the Army Training Management System (Digital Training Management System) is the system of record for all Army training records. IMT student training records will be inputted into ATMS prior to the departure of the student from Fort Jackson. Units will receive students into the derivative unit identification codes (UICs), update course completion, qualification, and physical fitness records in ATMS, and then release the students at the completion of the specified courses.

(2) Permanent party training records will be maintained in ATMS under the unit's UICs. At a minimum, this includes the Soldiers' qualification records, APFT records, and completion of annual training requirements specified in AR 350-1 or in this regulation.

(3) The Fort Jackson G3 training NCO will delegate digital authorities for ATMS to ATC brigades and other brigade-level units. Brigades further delegate these authorities as appropriate in order to grant digital access to the lowest unit possible to simplify the data management requirements. Units assign on orders ATMS operators, and train the operators to manage training records as required.

d. Range Facility Management Support Systems (RFMSS). RFMSS is a web-based tool used to schedule and manage the use of training resources and facilities on Fort Jackson. The proponent for RFMSS is the Director, DPTMS, USAG, and Fort Jackson.

(1) All units conducting training at Fort Jackson will schedule range facilities through RFMSS. Assistance in scheduling ranges using RFMSS is available through the Range Operations Post Scheduling office, building F7905, 803-751-2577/7586/4920.

(2) Multiple range facilities on Fort Jackson exist in order to support specific requirements of the BCT POI. These facilities are open to any unit for scheduling and usage. In order to ensure the timely completion and synchronization of scheduled training in support of the BCT POI, priority of scheduling these BCT core training events is to the battalion six weeks ahead of the scheduled ATRRS start date for that BCT class. This priority is executed through the T-6 lock in, normally conducted on Tuesday mornings at Range Operations scheduling office.

(3) BCT units refine planned training in RFMSS and provide updated manning levels during the unit's scheduled "refinement" briefing at Range Operations scheduling office. Unit refinements are normally conducted on Wednesday mornings of T week at Range Operations scheduling office.

(4) Co-use. Units are authorized to enter into co-use agreements with each other in order to maximize use of training facilities. The unit which first requests the use of a training facility has priority of usage unless a change is directed by the Fort Jackson G3.

(5) Weekend/Training Holidays. In order to reduce civilian overtime pay requirements, all units will attempt to schedule training which minimizes the need to conduct core training on weekends and training holidays. Units should generally schedule training on weekends and training holidays which can be conducted in the company and battalion local training areas, or which involve little to no external resources to conduct. For BCT units, in accordance with TRADOC Regulation 350-6, no training will be conducted on Sundays prior to 1300. Exceptions will be approved by BCT brigade commanders, and briefed during brigade QTBs.

(6) Make-up Training. Units will cancel training and release facilities in RFMSS with as much advance warning as possible. Units which have unforecasted changes will coordinate make-up training and alternate facilities directly with Range Operations scheduling office and record those changes in RFMSS.

(7) Scheduling SOP. Range Operations scheduling office SOP establishes the complete policies and procedures for scheduling and utilization of ranges, training areas and facilities on Fort Jackson. The RFMSS Scheduling SOP is located on the RFMSS site. The SOP can be downloaded by your units RFMSS scheduler.

e. ARMY TRAINING REQUIREMENT AND RESOURCE SYSTEM (ATRRS).

(1) ATRRS is the Department of the Army system of record for managing student input into training courses. This online system integrates manpower requirements for individual training with the training base resourcing and executing the training. ATRRS establishes training requirements, determines training programs, manages class schedules, allocates class quotas, makes seat reservations, and records student attendance.

(2) For BCT loads, ATRRS is the system of record which allocates a seat for each BCT student to a company-level UIC in accordance with the fill plan published by the G3. ATRRS then digitally pushes the students in ATMS in order to allow the company-level ATMS operator to upload training records.

(3) ATRRS is also used to slot and allocate class seats for all other courses taught at Fort Jackson (for example, Master Fitness Trainer, AG Basic Officer Leader Course, etc.).

(4) Permanent party Soldiers who request to attend individual training in a course taught outside of their parent brigade will request the training through ATRRS. Training request forms and chain-of-command endorsement forms can be found on the Fort Jackson portal at:
[https://hq.tradoc.army.mil/sites/usagfj/DPTMS/Training%20Division%20\(Individual\)/default.aspx](https://hq.tradoc.army.mil/sites/usagfj/DPTMS/Training%20Division%20(Individual)/default.aspx)

3-3. POST DETAIL

a. Post detail is provided by one BCT company per day, in accordance with the BCT POI. BCT battalions schedule each company for post detail during the T-6 lock-in and is posted in RFMSS.

b. Additional post detail requirements are given to ATC brigades based upon BCT battalions in T+9 of the training cycle. In the event that there is no BCT battalion scheduled for post detail in RFMSS, the tasked brigade will be responsible for fulfilling detail requirements.

c. A G3 CUOPS representative will be present during each T-Week refinement brief to verify unit initial fill numbers and detail task distribution. G3 will provide refined guidance to the units at the refinement brief. Copies of the post detail requirements memorandum will be provided to the unit S3 representative.

d. Activities desiring post detail support will submit a written request to the G3 CUOPS NLT 4 weeks prior to the requested date of support. A list of standing post detail requirements and further guidance is published in Appendix G.

3-4. TASKINGS.

a. The Fort Jackson G3 is the tasking authority for all units assigned to Fort Jackson.

b. The Fort Jackson G3 generally exercises the tasking authority through publishing the annual Base OPORD, updates to the Base OPORD in the form of the weekly FRAGO, or through writing and publishing a specific OPORD for special events or activities not covered in the Base OPORD.

c. Worldwide Individual Augmentation System (WIAS), Individual Augmentee (IA), or Human Resources Command (HRC) taskings for individuals are not generally published by or through the Fort Jackson G3. Individuals and their chain of command must manage these taskings independent of the Fort Jackson G3.

d. Approval level for publishing tasks less than 90 days in advance (units/staff asking for approval for late suspense must coordinate with the approval authority):

(1) 90 days – 46 days: Fort Jackson Chief, G33.

(2) 45 days – 31 days: Fort Jackson G3 or Deputy G3.

(3) 30 days – 15 days: Fort Jackson Chief of Staff.

(4) 14 days or less: USATC&FJ Commanding General or Deputy Commanding Officer.

e. Traditional concepts of a green / amber / red tasking and training cycles do not readily apply to managing training cycles at Fort Jackson. In general, the Fort Jackson G3 will assign tasks in support of ATC specific missions to the ATC brigades, and will coordinate post-support requirements with USAG and other partners in excellence units as necessary. Within the ATC, the “red” cycle unit is the unit in recovery week (week 9) of BCT; the “amber” cycle unit are those units conducting BCT in weeks 1 – 8; the unit in “green” cycle are those units who are on cycle reset or graduation week (week 10).

f. Musical Support Taskings. IAW FJ Regulation 220-90, the Fort Jackson G3 is the tasking authority for the 282nd Army Band. Requests for musical support are made through the Fort Jackson PAO office, the Fort Jackson G3, or submitted directly to the band. All tasks are reviewed for legal sufficiency and consistency IAW public relations guidance, and approved and supportable tasks are published as taskings to the 282nd Army Band in the weekly FRAGO.

g. Casualty and Funeral Support Missions (Casualty Assistance Officer (CAO), Casualty Notification Officer (CNO), and Funeral Support Missions).

(1) Fort Jackson Garrison Commander (GC), as identified in appendix B of Army Regulation 638-8, Army Casualty Program, will implement and operate the Army Casualty Program for the Fort Jackson AOR. The GC is responsible to task all active duty, USAR, and ARNG units within the Casualty Assistance Center (CAC's) geographic AOR for support to all aspects of the Army Casualty Program, to include CAOs, CNOs, MFH teams, escorts, chaplain support, and other support deemed necessary to accomplish the objectives of the Army Casualty Program.

(2) The Headquarters and Headquarters Battalion (HHBn) maintains an Honors Platoon, capable of executing funeral mission in 44 counties throughout the state of South Carolina. The CAC receives requests for funeral support from funeral homes and directors in the 44 counties across South Carolina. The tasks the HHBn to support these funerals as far out in the future as possible. Tasks for funerals within 48 hours are considered short-notice missions, and must be approved by the Fort Jackson G3.

(3) If the number of requested funeral support missions exceed the ability of the HHBn Honors Platoon, the HHBn will request relief from a mission (with reclama) through the Fort Jackson G3.

(4) CAO/CNO. The CAC trains and certifies individuals for the execution of CAO or CNO missions based on Army Regulations and requirements for time-in-service and time-in-grade. The CAC maintains a running distribution roster to assign missions to subordinate headquarters. The CAC calculates the frequency for execution of CAO / CNO missions based on number of officers or NCOs authorized to the designated units. It is a unit's responsibility to maintain an adequate number of trained CAO and CNO officers and NCOs.

SECTION 4

TRAINING AREA AND TRAINING AMMUNITION MANAGEMENT

4-1. TRAINING AREA MANAGEMENT.

Fort Jackson utilizes the Sustainable Range Program (SRP) to maximize the capability, availability, and accessibility of ranges and training land to support doctrinal requirements, mobilization, and IET. The SRP utilizes proven integrated management procedures to enable realistic training lands and ranges that are sustainable into the distant future. The SRP utilizes two core programs to realize the above goals which are the: Range and Training Land Program (RTLTP) and the Integrated Training Area Management Program (ITAM).

4-2. RESPONSIBILITIES.

The Director of Public Works (DPW), Environmental (ENV) Division, is responsible for the implementation and oversight of environmental compliance, natural resources, and cultural resources management programs. Major natural resources management activities include prescribed burning, timber harvest, endangered species conservation,

soil conservation projects, and wildlife habitat improvements. The Director of Plans, Training, Mobilization and Security (DPTMS) is responsible for the overall implementation of the SRP.

4-3. ENVIRONMENTAL.

The environmental and natural resource programs are mandated by federal, state, Army and local laws and regulations. To maintain compliance with these laws and regulations and ensure planned actions are consistent with Fort Jackson requirements, the proponent of the planned action must review the references below. Further questions related to these ENV protection matters should be directed to the DPW, Environmental (ENV), office at 803-751-5011.

4-5. ENV COMPLIANCE OFFICERS.

To ensure that all activities and units comply with the ENV and natural resource requirements, Army Regulation 200-1 and FJ Regulation 200-8 require all activities and unit commanders, down to company/battery/detachment level, to appoint in writing a primary and alternate ENV Compliance Officer (ECO). At the battalion and higher unit levels the ECO must be a commissioned officer, or comparable rank at similarly-sized civilian organizations. At the company levels the ECO must be the rank of Staff Sergeant or higher and at similarly-sized civilian organizations the rank must be comparable. Rank waivers may be granted by ENV when needed. ECOs and ALT ECOs assist the commander with the development of the Unit ENV Management program and advise on ENV laws and regulations that affect unit operations. The DPW ENV provides a 2-day FJ ECO course every 2 months, which promotes awareness of ENV and natural resource programs, laws, and regulations that may affect Soldiers. Training must be completed prior to receiving certification as an ECO on Fort Jackson. The FJ ECO Course must be completed within 90 days of being appointed in writing as a FJ ECO. To sign up for the FJ ECO course, contact the DPW ENV Office at 803-751-5011. ECOs will:

- a. Disseminate the information gained from the FJ ECO course and the web-based ECOC to their unit at least once per calendar year. The ECO must keep a roster of those trained and the topics included in the training.
- b. Perform an ENV risk assessment of their unit/activity per FM 3-100.4 or review the existing ENV risk assessment upon taking over as ECO.
- c. Develop a Unit ENV SOP per FM 3-100.4, or review it upon taking over as ECO.
- d. Observe routine operations to identify practices that are non-compliant or may lead to ENV non-compliance.
- e. Acquire and maintain a current reference library of ENV literature (paper or electronic) and ensure the following documents are readily available for inspection: (can be an electronic copy)

- (1) FJ ENV Guidebook
 - (2) FJ 200-8 – ENV Protection and Enhancement
 - (3) ECO Appointment Orders
 - (4) ENV Field Card
 - (5) Training Certificate (FJ ECO Course)
 - (6) Quarterly CIP Unit ENV Compliance Checklists
 - (7) Hazardous Substance Management Plan (HSMP)
 - (8) Up-to-date Hazardous Chemical Inventory Forms
 - (9) Safety Data Sheets (SDS) – (show inspectors where they are located)
 - (10) HW Inspection Forms (keep current form at the HW storage area, SAA forms must be retained for at least 1 year, CSA forms must be retained for at least 3 years)
 - (11) Memorandum of Instruction (MOI) – Installation Qualifying Recycling Program
- f. Submit records of environmental considerations (REC) to the ENV for ENV review of all projects. (Required by the National ENV Policy Act – NEPA).
- g. Participate in ENV surveys and inspections conducted by external agencies and assist the commander with his/her response(s).
- h. Assist the commander in the preparation and presentation of ENV briefings and awareness sessions.
- i. Perform a unit self-assessment monthly using the Monthly ENV Compliance Checklist, report findings to the commander, and keep findings on file for 3 years. Work with the ENV, as needed, to correct deficiencies.
- j. Track all hazardous material on a monthly basis using the Hazardous Chemical Inventory Form provided in the HSMP.
- k. Respond to hazardous material and hazardous waste spills. Follow procedures outlined in the HSMP and FJ ENV Guidebook.
- l. Run the unit's recycling program.

m. Integrate ENV considerations into military operations.

n. The ECO will utilize the chain of command, plus any specified local notification chain when applicable. The ECO is responsible for implementing the commander's ENV program. The ECO is authorized and encouraged to consult with the DPW ENV and subject matter experts for guidance and assistance in accomplishing his/her duties.

4-6. ENV REVIEW PROCESS.

As required by FJ Regulation 200-8, units will submit a completed record of ENV consideration (REC) form to DPW ENV for any proposed actions or activities which may result in ENV impacts. For known events (such as Victory Forge) the Fort Jackson G3 and the DPTMS, Range Operations will coordinate with DPW ENV to pre-approve known bivouac areas for the construction of fighting positions to achieve the published Victory Forge standard. All activities outside of these training events, to include new construction, operational or training changes, construction of new bivouac sites, soil disturbance (to include digging fighting positions) or tree removal required a REC form submitted at least 30 days prior to the planned event. Once DPW ENV completes the review, a memorandum of environmental consideration (MOEC) will be sent to the project proponent. The MOEC will include information on the restrictions and requirements specific to the proposed project. REC forms are available at the DPW ENV office at Building 2563, Essayons Way.

4-7. MANAGEMENT OF AMMUNITION AND EXPLOSIVES.

1. PURPOSE. To establish local policy and procedures for the issue of ammunition and explosives at Fort Jackson.

2. SCOPE. This regulation contains information pertaining to the determination of requirements, forecasting, and requisitioning of training ammunition. While all personnel who are involved in managing training ammunition should be aware of this regulation, the directives and policies covered here are neither all-inclusive nor meant to supersede Army policies or regulations concerning accountability and safe employment of ammunition and explosives.

3. DEFINITIONS.

a. Ammunition and Explosives (A&E). Army designated Class V items, including but not limited to, cartridges (blank, ball, high explosives (HE), tracer), 22 caliber through 155mm rounds, projectiles, propellants, grenades, pyrotechnics, rockets, missiles, demolitions items, simulators, and practice items.

b. Total Ammunition Management Information System (TAMIS). The official DA system of record used to collect and process unclassified, non-sensitive training ammunition requirements, authorizations, and expenditures and related data. TAMIS

tracks requirements, authorizations, and expenditure data by Department of Defense Identification Code (DODIC) and UIC. It provides real-time information to DA, MACOMs, and installations for forecasting, tracking expenditures, and ensuring compliance with established authorization levels.

c. Requirement. Optimum number of rounds to conduct a training event at 100% effectiveness.

(1) Authorization. Total quantity of ammunition that a unit or activity may expend during a fiscal year.

(2) Forecast. A management procedure by which units identify when they require their ammunition authorizations.

4-8. RESPONSIBILITIES. The DPTMS Ammunition Office is responsible for all matters pertaining to the management of installation ammunition authorizations:

a. Ammunition manager is responsible for submitting annual training and operational requirements to higher headquarters and is the single point of contact on the installation to receive authorizations from higher command.

b. Responsible for the management of the TAMIS system for the installation. Serves as the TAMIS trainer and advisor for units or activities. User rights in TAMIS will be set by ammunition manager based on individual's role within the system.

c. Ammunition manager will monitor unit forecast to ensure that all training supported by the Fort Jackson Ammunition Supply Point (ASP) has been identified and that the ASP maintains adequate stock to support scheduled training.

d. Will submit monthly ammunition resupply to Joint Munitions Command (JMC) based on the consolidated installation forecast data in TAMIS.

e. Plans, coordinates, and conducts unit level Ammunition Handler's Course.

f The Chief of the Logistics Readiness Center (LRC) establishes the policies and procedures applicable to the ASP.

g. The Chief, ASP, will maintain constant dialogue with the DPTMS Ammunition Office concerning the anticipated ammunition and explosives requirements, and will recommend substitutions for times as necessary.

h. The Quality Assurance Specialist Ammunition Surveillance (QASAS) provides technical advice and assistance on matters pertaining to ammunition and explosives to Fort Jackson and supported units to include United States Army Reserve (USAR) and National Guard (NG) activities. They perform the surveillance functions on ammunition

and explosives in storage facilities; ensure regulatory compliance of A&E storage, inventory, safety, transportation, destruction, inspection, security reporting, and investigate A&E malfunctions.

4-9. PERSONNEL.

In accordance with AR 5-13, unit commanders shall be selective in assigning personnel to duties involving control of A&E. Units will conduct and maintain a local records check for personnel using FJ Form 3-5. Only personnel who are mature, stable, and have shown a willingness and capability to perform assigned tasks in a dependable manner shall be assigned duties that involve responsibility for control, accountability, and shipment of A&E.

a. Unit commanders will appoint an ammunition representative (NCO/Officer/DA Civilian) on orders, and provide the DPTMS ammunition manager a DA Form 1687 and assumption of command orders for the individual to gain access to TAMIS. Unit ammunition representatives will be assigned a user ID and password for access to TAMIS, and will be assigned user rights according to their assigned role in TAMIS.

4-10. SAFETY.

- a. Safety requirements for A&E are in TM 9-1300-206 and AR 385-64.
- b. Commanders will ensure the proper training and instruction of individuals, crews, or other groups who will handle or fire ammunition. Commanders must emphasize safety requirements and identification of hazards involved in handling ammunition.
- c. Units will care for and handle ammunition, dunnage, and packing material to reduce damage to a minimum.
- d. Commanders must ensure units do not abandon, destroy, fire indiscriminately, or otherwise dispose of ammunition to avoid inconvenience of returning unused ammunition to the ASP.
- e. Units will not remove ammunition from its packing containers until required for use (i.e., do not break the seals on containers until necessary). Units will maintain the ammunitions' serviceability when using (i.e., will maintain DODDACs so they can be repackaged if necessary).

4-11. REQUIREMENT DETERMINATION.

Training ammunition is one of the most expensive commodities used by the Army due to the large volume of ammunition expended in training. The DPTMS ammunition manager submits the annual training ammunition requirements to HQs, TRADOC, and HQs, FORSCOM, as directed. Fort Jackson determines the ammunition requirement using the following procedure:

a. The G3 builds the ATC fill plan for a fiscal year based on the results of the SMDR process with C-IMT. Other training activities identify their fill plans through the SMDR process for each course.

b. For the ATC, the G3 ensures the DPTMS ammunition manager has the most current copy of the BCT POI and the training support packages. The DPTMS ammunition manager calculates the ATC annual requirements based on the rounds allocated per Soldier, and the predicted load for Fort Jackson. Other schools and courses (AIT, NCOA, BOLC, CCC, etc) provide the DPTMS ammunition manager their annual requirements based on fill plans and POI requirements.

c. Units will plan permanent party qualification ranges when building their annual training guidance, and will request ammunition IAW the Standards in Training Commission (DA Pam 350-38) for each qualification event.

d. All requirements are requested through TAMIS once approved by the G3.

4-12. UNIT AUTHORIZATIONS.

Unit requirements are consolidated at the installation level and submitted to HQs, TRADOC, upon request.

a. The annual TRADOC Requirement Authorization Ammunition Program (TRAAP) conference is held in the spring of each year to make final adjustments and justify the next FY requirements. HQDA provides TRADOC a bulk training authorization approximately 6 months prior to the start of the next FY, and TRADOC allocates that ammunition further to installations. Initial authorizations to installations are based off the requirements identified in paragraph 7 above.

b. The DPTMS ammunition manager receives the authorizations and allocates the ammunition to training units. Units review allocations, and if necessary submit impact statements for quantities which are deemed insufficient to support training objectives.

c. Requests for additional allocations are submitted by units through the DPTMS ammunition Manager to the G3 for validation, and then to TRADOC for consideration. Where possible, and when necessary, the DPTMS ammunition manager recommends (in lieu of ammunition to units.

4-13. TRAINING AMMUNITION USAGE.

IAW AR 5-13, training ammunition will only be used for its intended purpose. The DPTMS ammunition manager and the G3 will advise unit commanders of their training ammunition utilization rates. Commanders will address abnormally high or abnormally low usage rates as part of their periodic after action reviews and/or QTB processes.

4-14. FORECASTING.

Forecasting is the management procedure by which units identify when they will need ammunition authorizations. ASPs can only store limited quantities of ammunition and must schedule ammunition shipments to ensure inventory meets forecasted requirements. Accurate forecasting is the essential function in the proper management of ammunition inventories and allocations.

a. TAMIS is the official HQDA ammunition management forecasting tool. All units conducting training at Fort Jackson and supported by the Fort Jackson ASP will utilize TAMIS to input their forecast requirements. The DPTMS ammunition manager consolidates all Fort Jackson unit forecasts at the installation level.

b. The DPTMS ammunition manager reports those forecasts in TAMIS. Permanent party units and rotational training units provide their forecasts to the DPTMS ammunition manager in TAMIS.

c. Lock-Out Period. TRADOC policy and AR 5-13 define the lock-out period as the current and immediately following month. Requests inside of this two month process will generally be unable to be filled. IAW AR 5-13, forecasting is completed monthly beyond this two-month lock-out period.

d. TAMIS will not accept forecasts above the allocations for the current FY. Forecasts outside of the current FY are considered “unapproved” until allocations are completed.

e. ATC unit forecasts are planned by the DPTMS ammunition manager IAW the FY fill plan and POI data. All external units / agencies (ROTC, NG, USAR, etc.) submit forecasts in TAMIS.

f. The DPTMS ammunition manager receives unforecasted ammunition requests and recommends approval or disapproval to the Fort Jackson G3 based on availability of requested items. Correctly forecasted requests and operational issues have priority over unforecasted requests.

4-15. AMMUNITION REQUISITION.

a. Requests for training ammunition will be submitted electronically through TAMIS NLT 10 duty days prior the date of issue from the ASP. Requests must be properly prepared IAW DA Pam 710-2-1. DPTMS ammunition manager will review and return for corrections any request that is not filled out correctly.

b. Units drawing ammunition from the Fort Jackson ASP will have a current DA Form 1687 (signature card) on file with the ASP. The form will be completed IAW AR 710-2-1, Chapter 11, and Figure 11-3. A copy of the current commander’s assumption of command orders for the responsible individual will also be maintained at the ASP.

c. Units will schedule turn-in dates for all unexpended ammunition and residue NLT 5 duty days after a unit's training event. Units can coordinate for turn-in dates when they draw the ammunition.

d. Specific procedures for BCT companies conducting IET Training:

(1) Requests for BCT live-fire training ammunition will be accomplished by the Special Troops Battalion (HHBn) Ammo team. HHBn Ammo Team will request ammunition based on scheduled BCT training events. HHBn Ammo Team will be issued ammunition in bulk every Thursday to conduct the following weeks' training.

(2) BCT units will have this ammunition delivered to each scheduled BCT range IAW HHBn ammo team SOP. Unit commanders or designated representative will sign DA Form 5515 (Training Ammunition Control Document) upon receipt of ammunition from ammo team. Ammunition not expended, and the dunnage, at the end of the training event will be returned to HHBn ammo team and annotated on the DA Form 5515.

(3) Units will only be issued the amount of ammunition required to conduct training to standard IAW BCT POI. BCT units may request additional ammunition to support training requirements on a case-by-case basis. Units will coordinate additional ammunition through their BN S-3s.

(4) Bn S-3/4s will request blanks and pyrotechnics used during company BCT training events and will submit request electronically in TAMIS NLT 10 working days prior to date required. Ammunition request will be approved and forwarded to the ASP only after BCT unit has filled. If unit does not fill, ammunition request will be cancelled. TAMIS will notify requestor by email when ammunition requests are cancelled.

(5) Total amount requested will support one training cycle. No supplemental issues of ammunition will be approved. BCT units may request up to, but not exceed, the established amounts. Request for inert ammunition items will be requested on a separate DA form 581.

4-16. A&E SPECIFIC TRAINING.

a. All operators transporting ammunition and explosives must be trained, tested, and licensed IAW AR 600-55. (OF 346 or DA Form 5984-E) for the type of vehicle being used for transport. Civilian operators must have a hazardous materials endorsement to their commercial driver's license (CDL).

b. Military and DA/DOD drivers must have proof of HAZMAT training annotated on either OF 346, DA Form 348, DA Form 5984-E, or CDL with completion date.

c. Personnel whose duties include requesting, handling, transporting, maintaining, loading, or disposing A&E will be ammunition handler certified IAW DA PAM 385-64 and IMCOM REG 5-13. Fort Jackson conducts a monthly ammunition handler course to meet this requirement. Training will be conducted in two phases:

(1) Phase I (Prerequisite Courses): Soldiers will complete the distributed learning courses listed in the table below, available at the following link:
https://www3.dac.army.mil/AS/view_all_courses.html

Course Number	Title
AMMO 45-DL	Introduction to Ammunition
AMMO 64-1-DL	Class V Issue & Turn-in Procedures for Using Units
AMMO 67-DL	HAZMAT Familiarization & Safety in Transportation
AMMO 68-DL	MMR – Military Munitions Rule

(2) Phase II: Consists of a 1-day class conducted by the DPTMS ammunition management office. Scheduled classes are posted on the MAC and the LRPC. Units will schedule personnel to attend the training through their Bn S-3.

d. Ammunition handling certification is valid for 2 years or until the expiration of the HAZMAT endorsement.

e. Personnel who require re-certification are only required to schedule and attend the 1-day Phase II course.

SECTION 5

RANGE OPERATIONS POLICIES AND PROCEDURES

5-1. PURPOSE.

To provide information on selected, pertinent aspects of range operations and their interface with training units on Fort Jackson.

5-2. APPLICABILITY.

This section of FJ Reg 350-1 applies to all units and personnel conducting training and weapons firing on the Fort Jackson Military Reservation, including those individuals using the recreational ranges, the Flyer's Club, and bow and arrow recreation locations. As certain recreational activities do not qualify as 'training,' some portions of this regulation may not be fully applied. However, in all cases, the proponent for each recreational activity has SOPs to govern risk assessments and safe operations, and where not specifically superseded the policies of AR and DA Pam 385-63, remain in effect.

5-3. REFERENCES.

Refer to Appendix A.

5-4. ENTRY INTO RANGES.

Areas outside of the Fort Jackson cantonment area are intended for training, either at specified ranges, the road and trail networks leading to the ranges, or the training areas. Individuals entering the range and training area for any other reason (physical training, hunting, etc) must coordinate access through Fort Jackson range operations at 803-751-7171/4732.

5-5. MEDICAL REQUIREMENTS AND MEDEVAC.

a. All commanders/OICs conducting training will ensure adequate medical coverage is available for the type of range being conducted. Medical coverage may be as minimal as a combat life saver with a stocked aid bag, or as extensive as on-site medics/PA with a FLA.

b. The following BCT training events are designated HIGH-RISK training events: buddy team live-fire exercise, night infiltration course, land navigation (Night), and the hand grenade live-fire exercise. At a minimum, BCT unit commanders will ensure the brigade commander has reviewed the risk reduction measures, and BCT unit commanders will coordinate with the HHBn for medic coverage with an FLA for each of the training events.

c. Installation medical evacuation procedures (MEDEVAC):

(1) Training units request medical evacuation (MEDEVAC) by telephone at 803-751-9111. Units in areas of poor cellular telephone coverage may also use the land mobile radio (LMR) or land-line telephones to contact range operations at 803-751-7171/4732.

(2) Cantonment area medical evacuation is also requested by contacting 803-751-9111. NOTE: If using a cell phone, the individual contacts a 911 operator in Richland County, the individual must inform the 911 operator to transfer to the Fort Jackson 911 operator.

(3) Training units with organic medical support assets are authorized to use their medics to treat injuries. However, Moncrief Army Health Clinic (MAHC) has no emergency room capabilities. All MEDEVAC missions are requested and executed through the Department of Emergency Services (DES) to a partner facility off of Fort Jackson. Do not drive injured personnel to MAHC.

(4) South Carolina Army National Guard (SCARNG) units and units conducting training in the Camp McCrady designated areas of the Fort Jackson training area will coordinate for medical support through the McCrady Training Center (MTC) operations office at 803-806-2217.

(5) See Appendix L “MEDEVAC Plan” for more detailed information.

5-6. RESPONSIBILITIES.

a. All commanders. Ensure all personnel are familiar with this regulation.

b. DPTMS:

(1) Mans, trains, and operates range operations.

(2) Ensures Fort Jackson DES is prepared to provide medical support to training units as necessary.

c. Range Operations.

(1) Provides programmatic oversight of training facilities on Fort Jackson.

(2) Conducts maintenance of training facilities on Fort Jackson.

(3) Assists units in scheduling ranges.

(4) Opens and closes ranges and training areas. Conducts pre and post joint inspections with training units to ensure the police and maintenance of the ranges for subsequent users.

(5) Monitors and maintains utilization of ranges, facilities, training areas, training personnel, incidents and ammunition for reporting and historical collection.

(6) Monitors and documents training and live-fire ranges for proper regulatory safety procedures.

5-7. SEVERE WEATHER PROCEDURES.

a. Severe weather watch / warning, tornado warning, and warning dissemination will be made IAW the Fort Jackson Severe Weather Plan (SWEAP). Dissemination is accomplished by LMR radio and / or telephone contact with all personnel as early as possible to prevent injuries. Range operations notifies using units, firing points, training areas, units on foot marches and at bivouac sites. Permanent party units are also notified through the installation operations center.

b. Electrical storm information. Range operations and the IOC will issue warnings at 50, 30, 15, and 8-mile of ground-burst lightning storms / electrical storms. Range / training area OICs are required to respond with name and rank of responsible individuals. If a storm moves within 15 miles, units will suspend training and move to a

lightning protection area (LPA). Units must obtain battalion commander (O-5) approval to continue training when storms are within 15 miles.

5-8. RANGE RESPONSIBILITIES.

This section outlines the duties and responsibilities of range operations IAW FJ Reg 350-14.

a. Range officer.

(1) Ensure ranges and training area activities are conducted IAW the installation range safety program (AR and DA Pam 385-63).

(2) Reviews FJ Reg 350-14 and FJ Reg 350-1 annually, and recommends changes or updates as appropriate.

(3) Establishes temporary danger areas when firing is to be conducted in other than permanent impact areas; announces these areas to the command.

(4) Upon notification of a malfunction or accident involving ammunition, explosives, or weapons, contacts the ammunition surveillance inspector, EOD team, range safety officer, and Fort Jackson safety office, TACOM FMX, and weapons repair specialists. They will also send SIR report number.

(5) Controls live-fire activities, and non-firing activities within Fort Jackson range area.

(6) Authorizes flights of aircraft scheduled training when the restricted airspace is activated for weapons use, and the entry of personnel into danger areas when deemed safe and with EOD escort.

(7) Provides maintenance assistance for all range training facilities; plans and supervises the construction of new ranges and training facilities in coordination with all proponents, DPW, NEC, and the range improvement council (RIC).

(8) Plans and executes the Sustainable Range Program.

b. Commanders.

(1) Commanders of units firing live ammunition or detonating explosives will designate an officer-in-charge (OIC) of firing and a range safety officer (RSO), as required. Ensure that the OIC and RSO have received a range operations safety brief and a valid FJ Form 385-63-100 (safety card) prior to performing assigned duties. There will be at least one RSO in addition to the OIC for each unit or isolated platoon (section) firing point firing high explosive ammunition. The RSO will be appointed as required to adequately control firing problems. Commanders will ensure the RSO

selected has been thoroughly trained and has demonstrated knowledge of the safety procedures for the weapon systems being employed.

(2) Commanders of units employing laser range finders or laser augmented systems (excluding MILES) will determine, train, and certify the necessary personnel to assist in complying with AR / DA Pam 385-63 laser requirements. Additionally, commanders will ensure personnel operating laser systems are aware of hazards for those special devices they are employing, and will ensure an SOP and risk assessment is developed for laser operations. Commanders who have Class B and 4 lasers will notify the Fort Jackson safety office for further safety guidance.

(3) All unit commanders will execute unit SOPs to conduct post-training shake-down inspections and ensure that ammunition, residue, explosives, and other dunnage is not removed from the training area. All unexpended ammunition and ammunition residue will be turned in to the installation ASP.

(4) The unit commander is responsible for ensuring personnel training have the appropriate personal protective equipment (PPE) for the ranges, specifically this includes hearing and eye protection.

(5) Commanders will ensure that requests for firing ranges, training areas, helicopter landing zones (HLZs), and indirect firing positions are cancelled after determining the request will not be used. Cancellations must be made to DPTMS, scheduling office, by the commander or their designated representative NLT 48 hours prior to training IAW FJ Reg 350-14.

c. Officer in Charge (OIC) of Firing or Training.

(1) The OIC is responsible for the overall operation of the range before, during, and after live firing. The OIC of firing or training will be a commissioned officer, warrant officer, or noncommissioned officer and is responsible for the safety instructions without assuming full responsibility for the safety of the exercise. Specific duties of the OIC of firing or training include, but are not limited to, the following:

(2) Familiarize with and be responsible for compliance with this directive, field manuals, and technical manuals pertinent to the firing being conducted, pertinent range SOP, and the applicable portions of AR and DA PAM 385-63. Ensure that one or more qualified SO (IAW FJ 350-14, para 2-4) and medical support required by para 1-8, FJ 350-14, are present on the range or are in position prior to commencement of training.

(3) Accomplish a check (visually, PA announcement, etc) of the surface danger zone to ascertain that the danger area is clear of all personnel prior to firing. Ensure limit of fire markers (panel markers) both external (outer) and internal (inner) are emplaced and denote right and left limits of fire. Responsible for range sweeps and to verify that no one is down range prior to going "hot".

(4) Responsible to verify that road guards and/or barriers are in place prior to going "hot".

(5) OIC or RSO will conduct safety briefings to all participants to ensure that proper PPE is worn at all times during the conduct of the event.

(6) Ensure that on ranges where lasers are used, the LRSO is on the range and has briefed the users of hazards and implemented the proper precautions.

(7) Ensure establishment of two means of communications (telephone and radio) with range operations prior to commencing fire. Firing will not commence until at least one means is clearly established, and clearance has been granted. Communication checks with range operations will be made every hour when units are deployed tactically (FTX/CPX) in the field. When communications are totally lost during live-fire, the unit will initiate a cease-fire on that range until communications are reestablished with range operations. Range operations will immediately dispatch a patrol to any location in order to reestablish communications with any person and/or unit.

(8) Call an immediate cease-fire when anyone is observed in the impact or danger area and contact range operations immediately. If assistance is required, inform range operations.

(9) Ensure that a cease-fire is called immediately when aircraft approaches the trajectory of fire demolition area or enters known impact area down range of live-fire.

(10) Ensure that no pyrotechnics, flares, demolition, or any other incendiary-type munitions are released or fired at any time without clearance from range operations.

(11) Make an immediate report to range operations of any malfunction or accidents involving ammunition, explosives, or weapons. It is of prime importance that the scene be preserved as close to "AS IS" pending investigation by weapon system and ammunition technicians. Treatment and evacuation of injured personnel will be first priority during accidents. Range operations will contact the Armament, Munitions, and Chemical Command (AMCCOM), TACOM FMX, the Ammunition Surveillance Inspector, the EOD Team, LEA, RSO and Fort Jackson safety office. Unit will submit the SIR number.

(12) Retain, at this position, all weapons with rounds or projectiles lodged in the barrel or tube, pending investigation and release by the Ammunition Surveillance Inspector, EOD team, TACOM FMX, LEA, range safety officer and Fort Jackson safety office.

(13) Notify range operations immediately upon completion of firing.

(14) Ensure that vehicles are parked only in the designated parking area. Vehicles will not be parked on access roads to ranges or training facilities, shoulders, main thoroughfares, or grassed, seeded or otherwise planted areas.

(15) Be responsible for the police and sanitation of all range facilities and training areas used by his unit, to include repairing and/or re-facing of targets used on the range. Prior to departure from the facility (outside of SCARNG licensed area) the OIC will contact range operations and request the conduct of a clearance inspection. Conduct a shakedown search to ensure that no personnel or vehicles depart the range with unauthorized ammunition, explosives, or pyrotechnics in their possession.

(16) Ensure that upon departure from range area all unexpended, misfired, or otherwise unserviceable ammunition is removed from the range area or disposed of in accordance with existing regulations or directives.

(17) Ensure that all RSOs and assistant safeties use proper clearing procedures for weapons. Do not attempt to remove barrel obstructions or projectiles/cartridges in the chamber/barrel. Report such to TACOM FMX maintenance personnel and range operations immediately.

d. Range Safety Officers (RSO).

(1) The RSO is responsible for safe operation of the range. Conducts a safety orientation/briefing before each scheduled LFX. Ensures all brass and ammunition check is made before the unit leaves the range. Ensures that all personnel comply with the safety regulations and procedures prescribed for the conduct of the LFX. The RSO should not be designated in any other duties at the range other than RSO. The RSO is responsible to the OIC of firing and will be thoroughly familiar with the applicable portions of AR 385-63, AR and DA PAM 385-63, FJ 350-14, Range SOP, risk assessment(s), and field and technical manuals pertinent to the firing being conducted.

(2) Small arms RSOs will be located on the firing line or best location for supervising weapons safety (NO COACHING OR INDIVIDUAL TRAINING) and assisting safety personnel. The RSO's sole responsibility is safety duties and safety responsibilities: NOTHING ELSE!

(3) All safety officers will receive a Range operations safety brief and have a Range operations-issued FJ Form 385-63-100 in their possession when performing RSO duties on a live / non-live-fire range, hand grenade range, demolition range/area or in training areas.

(4) OIC and/or RSO will train assistant safeties. FJ Form 385-63-100 is not required for assistant safeties. NOTE: Civilians in the grade of GS 07 or above may act as OIC, and GS 05 or above for range safety officer (RSO).

(5) OIC and RSO must be chemical, biological, radiological, and nuclear (CBRN) qualified (by MOS or school) when conducting CBRN or smoke training.

(6) OIC will be a field grade officer for battalion or larger CALFEX.

(7) Students in the rank of SFC (E7) and above can serve as small arms live-fire safeties. Students will not serve as range/training area OIC or RSO. The OIC and or RSO supervising the student line safety must be cadre in the rank of SFC (E7) or above. Students will assist the RSO by using their red/white pads for fire or cease-fire portions on the line.

(8) Artillery and mortar OICs and RSOs will be unit command certified IAW Appendix C, FJ 350-14, FM 6-50, FM 23-90, & FM 23-91. In addition to other duties, they will maintain a continuous watch for aircraft approaching the trajectory of the weapon system and be prepared to order an immediate cease-fire.

(9) RSOs will ensure that the maximum ordinates do not exceed those stipulated for the range fan/surface danger zone (SDZ) limits for any particular weapon or ammunition.

(10) RSOs for the squad and platoon in the attack/defense live-fire exercises will ensure that the sand in the bottom of demolition pits has been sifted, that the pits contain no stones, metal objects, or other extraneous materials; and that the barricades and shoring surrounding the pits do not contain loose materials that may be blown onto the Soldiers by the charge. Demolition pits will be inspected by the OIC prior to clearing the area upon completion of training.

(11) An initial oral report of all deaths and any injury that requires evacuation from the training areas will be made to range operations for relay to DPTMS and the post safety officer.

5-9. RANGE OPERATIONS.

Range operations include active tracking and synchronization of all units associated with the conduct of military training, firing, and maneuver on Fort Jackson.

a. Range operations organization. Range operations is a division of the Fort Jackson DPTMS and performs functions IAW DA PAM and AR 385-63. Range operations controls training in the installation training complex where units are physically deployed outside of the cantonment area or main post and at those training facilities that are located within the confines of the cantonment area. Range operations ensures all units adhere to all regulations, policies, and guidance as it pertains to the safe conduct of training.

b. Range operations conducts inspections of ongoing training to ensure that all regulatory and safety requirements are being observed. Range operations personnel

coordinate with unit OICs and RSOs to make on-the-spot corrections of any discrepancies. Range operations personnel also receive feedback from OICs and RSOs about the serviceability of the training facility and equipment in order to coordinate for and schedule maintenance of range facilities.

c. Range operations will conduct safety briefings for all units / organization OICs and RSOs. This briefing is a mandatory prerequisite to all new OIC/RSOs. Range operations confirms that OICs and RSOs are trained, opens training facilities, records when training begins and ends, closes training facilities, and ensures the facilities are prepared, available, and safe for subsequent unit usage.

d. Range operations has the authority to terminate training at a Fort Jackson training area or range facility. Range operations will work with units to correct any discrepancies, but units which cannot complete the on-the-spot corrections, or units which refuse to make corrections, will have their training terminated. Range operations will immediately inform the DPTMS and the Fort Jackson G3 if forced to terminate a unit's training on a Fort Jackson training facility.

5-10. RIFLE MARKSMANSHIP AND LIVE-FIRE COURSES.

a. Rifle marksmanship ranges. All rifle marksmanship (RM) ranges on Fort Jackson are located around the outside perimeters of the small arms (West) impact area. All RM ranges are assigned range numbers to facilitate ease of locating, starting with Range 1 located at coordinates NT 078570 and are numbered progressively in a clockwise direction around the impact area ending at Range 20 at coordinates NT 092641.

b. All live-fire courses except Remagen I and II (Hand Grenade) are located around the outside perimeters of the East impact area (See FJ 350-14, para 9-3; Table 9-2).

c. Non-live-fire ranges/training facilities are located in various locations throughout the training area. The confidence obstacle course, fit to win obstacle courses (1, 2), the victory tower, the teamwork development course, the engagement skills trainer 2000, and the CBRN chamber are located inside the cantonment area of Fort Jackson.

d. NOTE: Small arms ammunition with lost lot identity (ammunition assigned a local number i.e. FJ-001-U-97) will not be used for qualification training. This ammunition may only be used for familiarization training. Lost lot ammunition consists of conglomerate lots exposed to the elements for an unknown period and functionally cannot be guaranteed.

5-11. USE OF RANGES AND COURSES.

All range equipment required for training is available at the range, less supplies and specific training aids. SCARNG, USAR, and ROTC will coordinate with:

a. McCrady MTC: 806-2217, for range flags, equipment to include telephones, and target/supply requirements when using RM ranges 13, 14, Argentan, combat pistol, combat II, demo range, Kasserine Pass ranges, and main tank.

b. Range operations/DPTMS ranges 1-6: MOUT Site, St Lo land navigation, Corrigidor land navigation courses, Cowpens mortar range, artillery, mortar/MLRS firing points, Aachen, Anzio I & II, Chip-Yong Ni, confidence obstacle course, fit to win I & II, Omaha Beach, team development course and urban assault course will coordinate flags and equipment requirements, less targets/supplies. Normandy/Manila bivouac requirements, less supplies, water and porta-lets need, will be coordinated with range operations. If PA sets are desired but are not available on the range, they can be drawn from DPTMS TSC on Hall Street bldg. 1565 or SCARNG LTS.

c. B Co, HHBn: ranges 7-12, 15-20, Bastogne, combatives, event trail, night infiltration course, Remagen, victory tower and Wanat for flags and equipment requirements, less targets/supplies

(1) An approved request to use any range does not constitute authority to open fire. Approval of hot status prior to firing must be obtained from range operations immediately prior to actual start.

(2) Ranges other than rifle marksmanship ranges, i.e., tank targets, thermal targets, infantry combat targets and combat pistol, require using unit's chain of command to provide own targets and frames.

(3) SOPs for all DPTMS and SCARNG ranges/training facilities are maintained on the range facility and will be provided upon request of using unit commander, RSO or OIC. Individual copies may be requested from DPTMS, ATTN: range operations, or Commander, SCARNG, MTC, ATTN: Operations, Fort Jackson, SC 29207 for that specific range/facility. For example, RG 6 to range operations; Remagen Hand Grenade to DPTMS; and Combat Pistol to SCARNG, MTC.

(4) Vehicles will be parked only in designated parking areas on the range. Access and service roads will be kept clear of vehicles at all times. No POVS are allowed on any live-fire range except in authorized designated areas behind the firing line. (See FJ 350-14, para 1-16 for specific details for POV parking). POVS are not allowed on Train Fire Road, ranges 2 through 13.

(5) Upon completion of firing or training on any range, the range OIC will contact range operations and request a closing cold time. Range operations personnel are responsible for the clearing and police of the range prior to departure. Range personnel have the authority to retain any unit until the range cleaning and police meets the range standards IAW the range SOP.

(6) Two means of communications, radio and telephone, will be in place at all ranges prior to start of training. The use of cell phone can be used as a third means of communication in the event radio and land line fail.

(7) The unit will provide all latrine supplies required by personnel using semi-permanent latrines. Supplies for porta-lets facilities is the responsibility of the contractor, telephone 751-6123. Problems or issues with contractor performance should be referred to DPW or the contracting officer.

(8) Ammunition/range details will be provided to range personnel when requested from using unit.

(9) Rifle automatic fire for training is authorized on Range 10 only.

d. Obstacle course and certification requirements. This paragraph pertains to certification at fit to win (FTW) 1 and 2, team development Course (TDC) 1 and 2, and the confidence obstacle course (COC).

(1) Units and individuals will schedule certification training for the operation, inspection, and negotiation of obstacles of the above named ranges with the Installation scheduling office by way of their brigade S3s and/or training offices.

(2) Range operations will conduct the certification training and testing as scheduled. Units should plan for certification training, testing, and card issue to take 2 hours maximum.

(3) Certification card is valid for 1 year from date of issue.

(4) Certification and testing will be conducted for renewal of cards. Expired certification cards require recertification.

(5) If units have questions, they should review FJ Reg 350-14 or coordinate with range operations.

5-12. RANGE GUARDS OR BARRIERS.

The OIC is responsible for placement and removal of temporary roadblocks, barriers, and guards as required by the range, or indirect fire SOP, or as determined in a units risk assessments.

5-13. VIOLATIONS OF SURFACE DANGER ZONES.

The following procedures will be followed if a unit fires outside of the designated limits or panel markers of any range.

a. Units will immediately cease fire, place weapons on safe and leave weapons in the position fired. Unit informs range operations, who will inform RSO and range officer.

RSO will come out to the range, accesses the orientation of fired round. RSO will insure all personnel on adjacent ranges and training area are safe. Range officer and RSO will stipulate any additional actions required.

b. For weapons caliber .50 and larger, to include artillery, mortars, MLRS, coaxially mounted machine guns, tank main gun rounds, and laser devices exceeding the SDZs, safety limits or panel markers, an immediate cease fire will be initiated and the OIC will notify range operations. Range operations will inform RSO and range officer. RSO will come out to the range and conduct an investigation to determine if further actions are required. Upon completion of the investigation the RSO will determine if the unit can resume firing or the next course of action. RSO will insure all personnel on adjacent ranges and training area are safe.

5-14. INCENDIARY AND TRACER AMMUNITION.

During periods of extreme temperatures and dry weather, fire hazards may increase. The DPW forestry office will determine the fire hazards, and recommend to the DPTMS and range operations when to limit use of incendiary or tracer ammunition. Range operations will ensure units employing incendiary and/or tracer ammunition are briefed on the current fire hazards prior to initiating training. Units utilizing mixed ball with tracer, SAA, or MCA are prohibited from delinking belted magazines altering the DODICS (ex. removing tracer rounds or two or more DODICS into a nonstandard ammunition configuration).

5-15. SAFETY ON ALL RM RANGES AND LIVE-FIRE COURSES.

a. The OIC will have in his / her possession:

- (1) AR and DA PAM 385-63
- (2) Current FJ 385-63-100
- (3) Range SOP
- (4) Applicable FM/TM
- (5) Risk assessment
- (6) FJ 350-14 for the live-fire course.

b. Read and enforce applicable portions of this regulation, as well as specifically ensuring that:

- (1) Command and control elements establish and maintain communication with range operations at all times.

(2) A request for live-fire opening hot time approval clearance from range operations is obtained prior to live-fire.

(3) Personnel are informed that they are required to call a "CEASE FIRE" if an unsafe act or condition is observed.

(4) After all training ceases then the OIC will provide applicable data and obtain closing time for range operations.

c. The provisions of AR/DA PAM 385-63, this regulation, range SOPs, and appropriate field, technical manuals and pertinent material will govern the general safety aspects of all live-fire, and fire and maneuver courses live-fire training.

d. The only weapons firing on Fort Jackson military ranges and courses will be official military training conducted for military personnel, using military weapons, scheduled and approved by the range officer. The only exceptions to the above are as follows:

(1) Non-military personnel can fire small arms weapons on Fort Jackson military firing ranges when they are engaged in an approved course of military marksmanship training or when they are participating in approved activities involving familiarization firing of small arms.

(2) The only time that a military Family member or a civilian minor 17 years or younger will be permitted on a firing line is when they are under competent adult supervision of legal guardian with given consent of legal guardian and when engaged in an approved course of marksmanship training (i.e. Junior ROTC). The minor rule (above) is non-waiverable. NOTE: Aachen Range located on Golden Arrow Road is the only civilian operated range on Fort Jackson and is used strictly for live-fire recreation purposes. Use of this range must be coordinated through DFMWR outdoor recreation at 751-3484.

e. All spectators to small arms demonstrations, training courses, competitions, and other types of firing will stay behind the firing line of the specific range. Spectators (as part of an inspection team of official observers) even though required to be on the firing line as an exception to the foregoing policy will remain behind or to the side of the muzzle but away from the recoil and the back-blast area of all weapons on the firing line. The range OIC and the RSO are responsible for range safety and the control of all spectators. Any spectator who compromises safety or distracts shooters or range personnel will be removed from the range.

f. Ranges will not be used for training other than what it is specifically designed for without Range operations approval

g. Zero, pistol, and LOMAH/KD range OICs may allow personnel down range only after the entire firing line is cleared, all weapons secured, all weapons inspected and free of ammunition in barrel; magazines removed, weapons on safe, and all other SOP control measures are taken to ensure safe conditions down range are in effect. All other ranges must request permission from range operations. On LOMAH ranges, contact range operations prior to going down range.

h. Unit commanders and individuals will cease fire if they observe any person, animal, or vehicle down range in any SDZ or impact area. The cease-fire and SDZ violation will be reported to range operations immediately. The cease-fire will remain in effect until the vehicle and or person(s) can be physically removed.

i. Unit commanders and individuals will immediately cease fire if an aircraft is observed in the SDZ of any live-fire/demolition range, firing point, or within either impact area while training is in progress. The cease fire will be immediately reported to range operations. OIC, RSO, or personnel observing aircraft in their SDZ must be prepared to provide the following minimum information:

- (1) Time & date of sighting.
- (2) Type of aircraft observed, if known.
- (3) Color of aircraft.
- (4) Direction of flight/estimated altitude.
- (5) Any distinguishable markings.
- (6) Tail number, if observed.

j. Prior to opening fire of any RM range or direct live-fire course, the OIC will ensure that:

(1) The current range SOP and FJ 350-14 are on hand, applicable risk assessment present (IAW FM 100-14) and in possession of valid and non-expired FJ 385-63-100 safety card issued by range operations.

(2) RSO has a valid FJ 385-63-100 and is trained for his/her safety duties. Note: Assistant safeties are not required to have FJ 385-63-100, if thoroughly trained for duties by the OIC.

(3) Medical support is on site with required medical aid supplies, medical support transport vehicle. Medical support team must be familiar with required medical plan and routes IAW chapter 1, para 1-8, FJ 350-14.

- (4) Communication has been established (maintained) and opening hot status/weather data exchanged with Range Operations.
- (5) The left and right limit markers of fire on the ground have been verified.
- (6) The daylight left and right limit markers of fire, as indicated in the SOP are marked with safety stakes or panel markers.
- (7) A scarlet red flag is flown (displayed) from a prominent point for a range/course at all times while firing is in progress during daylight hours. A blinking red safety light will be on a prominent point and red lights visible on the range limit panels during range night live-fire IAW AR 385-63.
- (8) Ammunition point will have two 10lb BC-type fire extinguishers that are fully charged and in operational status.
- (9) Ammunition at the weapons positions is stored IAW applicable FMs, TMs, publications, and SOPs.
- (10) All personnel have authorized and properly fitted hearing protection IAW AR 40-5.
- (11) All personnel receive a range safety briefing prior to the range going hot. The brief will emphasize use of hearing protection when personnel are engaged in live-fire and or within the noise hazard distance of each specific weapons system. That anywhere forward of a firing line is OFF LIMITS to everyone during live-fire. An IMMEDIATE CEASE FIRE will be initiated by anyone observing an unsafe act to include anyone forward of the firing line, animals or aircraft within or over SDZ. OIC will report the CEASE FIRE IMMEDIATELY to range operations. There will be no mixing of ammunition. Location of medevac and procedures. Procedures in case of fire.
- (12) Inform and ensure that the RSO on small arms ranges is located on the firing line throughout the duration of live-fire. The OIC will inform and ensure that the RSO performs only safety duties during live-fire (Not controlling operations from the tower, coaching...etc.).
- (13) Live-fire permission has been obtained from range operations prior to any live-fire
- (14) Weapons must be cleaned properly and functions check conducted to ensure weapons malfunctions are mitigated on ranges. All weapons must be cleared onto and off of the firing line.

k. OIC/RSO will ensure that:

(1) All weapons are fired IAW safety precautions stated in applicable FM and training publication.

(2) All firing is within the right and left safety limits as stated and prescribed by the range SOP.

(3) No rounds are fired less short of the target minimum or beyond the target maximum range, as prescribed by the range safety fan, within the SOP.

(4) Misfires and hang fires are handled IAW applicable FM and TM publications and safety procedures handled according to applicable publications.

(5) An immediate cease-fire will be called when any unsafe condition or act is observed or when directed by range operations, or if communication with range operations is lost.

l. No one will be permitted to move forward of the firing line until all weapons have been cleared and inspected by an officer or NCO.

m. All weapons not in use on the firing line will be stored in the racks provided on the range with all bolts in the closed position with a chamber block inserted or carried by Soldiers with weapons on safe.

n. Upon completion of firing on any range, all weapons will be cleared, inspected, function check performed as applicable and ammunition "shake-down" will be conducted by unit appointed cadre prior to anyone physically departing the range/facility/area.

o. The OIC firing will notify Range operations as soon as the training is completed and obtain a closing time for the day.

p. All ammunition will be accounted for at all times and will be returned to the ASP by authorized personnel via military vehicle only, IAW regulations/policies.

q. The battalion commander will certify each maneuver live-fire prior to unit execution. He will certify the tactical concept of the operation, safety, control measures, and planned fires with regard to the SDZ. Battalion commanders will personally walk the terrain as a part of the certification process.

r. Battalion commanders are responsible for the safe execution of live-fire training events. Battalion commanders will ensure that Soldiers are zeroed and qualified with their weapon system, and that the unit is prepared to execute live-fire training prior to beginning a LFX.

s. Brigade commanders are the approval authority for any LFX transitioning from blank to live-fire.

5-16. GRENADE LAUNCHERS.

a. All marksmanship firing of the 40mm grenade launchers (M203/M320) using high explosive (HE) ammunition will be conducted ONLY on Bastogne. Target practice ammunition for 40mm will be used ONLY on Bastogne and Kasserine Pass Ranges or as designated by the range officer.

b. All firing of 40mm grenades will be into cleared or fenced designated impact areas IAW AR 385-63. 40mm grenades will not be fired during assault phase training, nor will they be fired over the heads of troops. Safety procedures will be IAW DA PAM / AR 385-63, applicable FM, TM and Bastogne/ Kasserine Pass SOP. Overnight storage of munitions is prohibited.

c. MK-19 is only authorized on Bastogne and Casablanca ranges. The only authorized MK19 ammunition in Casablanca range is TPT (target practice).

5-17. HAND GRENADES

a. Remagen range is available for use with fragmentation hand grenades in a 4-bay live-fire throwing area. Prerequisite practice fuze blue dummy grenades can be conducted at the 4-bay practice grenade area adjacent to the live-bays.

b. Safety procedures will be IAW DA PAM / AR 385-63; applicable FM/TM and Remagen range SOP. Overnight storage of munitions is prohibited

c. When a grenade has been thrown and does not explode, all training will cease immediately in the bay until EOD personnel destroy the dud. A 60-minute waiting period will be observed prior to approaching the dud grenade for the purpose of destruction in place. (See TM 9-1330-200-12)

d. The proper handling and throwing of hand grenades will be IAW FM 3-23.30 and the Remagen range SOP.

e. A detailed SOP will be developed covering safety considerations and reacting to emergency situations that could possibly occur during live bay throwing of hand grenades. The SOP will address, at a minimum, the following; cook-off, freezing, attempting to run, refusing to squat, and forgotten pull pin, or thumb clip procedures. The SOP will concisely cover the procedures and actions taken when a grenade is dropped, to include a mandatory requirement to conduct dropped grenade knee wall rehearsals prior to live bay operations.

5-18. M2 FIFTY CALIBER AND M240B / M249 MACHINE GUN FIRING

a. The M2 .50 caliber .50 machine gun is fired on main tank and Bastogne range (Positions 1-3 only). Any other Cal. 50 MG positions must be approved by Range officer and requires a 14-day lead time for the request.

b. The M240B/G MG and/or M249 is fired only on Bastogne (Positions 1-15), Kasserine Pass and main tank range.

c. M2 .50 caliber, M240B/G MG, and M249 safety procedures will be IAW DA PAM / AR 385-63, applicable: FM/TM, and respective main tank and Bastogne range SOPs.

d. Execute live-fire exercises in accordance with FJ Regulation 350-14, Range Regulation. To enhance training and realism brigade commanders can waive hard firing times if commanders assess that seasonal light and weather conditions are safe and feasible.

SECTION 6

STANDARDS OF CONDUCT FOR PHYSICAL READINESS TRAINING – PERMANENT PARTY PERSONNEL

6-1. GENERAL.

Remaining physically prepared for the rigors of combat is an individual responsibility. Unit commanders remain responsible for the training of their Soldiers and for developing physical readiness training plans consistent with AR 350-1 and FM 7-22.

6-2. POLICY.

a. Units conduct physical readiness training daily. Fort Jackson establishes 0600 – 0700 daily, Monday through Saturday, as the post's physical readiness training window. During this period, specified roads are closed to vehicular traffic and units are expected to execute physical readiness training.

b. Unit commanders plan and resource physical readiness training as they do all training events and ensure that physical readiness training is scheduled on company training schedules.

c. All Soldiers participating in unit physical readiness training, or conducting individual physical readiness training from 0600 – 0700, will wear the Army physical fitness uniform. Commanders will modify the uniform based on climatic conditions and the type of training being conducted IAW DA PAM 670-1. Cadre and unit leadership will wear the blue with yellow reflective stripe PT vests, permanent party Soldiers will wear the blue with white reflective stripe PT vests as part of the uniform.

d. Units are assigned responsibilities for closing roads, posting barricades, and posting road guards at key intersections IAW the annual base OPOD. During summer months, this includes the requirement to post ice-sheets IAW with the Fort Jackson heat mitigation SOP.

e. Unit leaders will ensure adequate supervision of individuals using post physical fitness centers and gyms, as well as those Soldiers executing modified physical readiness training due to temporary or permanent profiles. This supervision should ensure that Soldiers understand how to properly conduct the exercises with the equipment provided, and that Soldiers achieve desired training effect for each PRT period.

SECTION 7

SAFETY

7-1. PURPOSE.

The purpose of this section is to address safety-related training issues pertaining to Fort Jackson as they apply to individual Soldier training requirements.

7-2. REFERENCES.

Refer to AR 385-10, The Army Safety Program; Fort Jackson 385-10, Safety and Occupational Health Program; Fort Jackson 385 series Regulations and SOPs.

7-3. GENERAL.

Safety is a command responsibility characterized by an unrelenting effort to establish safety consciousness throughout the chain of command in each unit. Safety is achieved as a result of proficient performance of assigned tasks and cannot be separated from professional responsibility and achievement. Composite risk management is the key to training realistically and safely.

7-4. APPLICATION OF SAFETY STANDARDS.

All standards established by Department of Labor pursuant to sections 6 and 19 of Public Law 91–596 are adopted as Army safety standards and will be complied with applicable Army workplaces. Army workplaces are generally comparable to private sector workplaces.

a. Commanders will apply occupational safety and health administration (OSHA) and other non-DA regulatory or consensus safety and health standards to military unique equipment, systems, operations, or workplaces, in whole or in part, insofar as practicable.

b. Commanders may not issue waivers or variances to OSHA standards.

c. When military design, specifications or requirements render compliance infeasible, or when no regulatory or consensus standard exists for such military application, commanders will request development and publishing of special military standards, rules, or regulations prescribing OSHA measures from the Army Safety Office (HQDA).

d. Certain operations are subject to mandatory safety standards or rules that derive from separate, specific statutory authority. The application of special functional standards does not exempt any workplace from other appropriate safety criteria, i.e., the ammunition supply point, subject to special explosives safety standards, is also subject to OSHA safety criteria for machine guarding, guardrails, eye protection, etc.

e. In the interest of brevity, the contents of this regulation are not all inclusive. Detailed guidance for specific programs is found in the appropriate regulatory documents and is supplemented in the Fort Jackson Safety 385-series regulations and SOPs. Contact the installation safety office at (803) 751-6004 for assistance.

7-5. CONFLICTS.

When standards in Army publications conflict with a legal standard such as the OSHA or provide a lower degree of protection, the legal standard will apply. When the Army standards are equal to or exceed such requirements in providing workplace safety, the Army requirement will apply.

7-6. CONSTRUCTION, RENOVATION AND REPAIR PROJECTS.

a. All projects, including "U-Do-It," minor construction, and non-appropriated funds (NAF) projects, will be reviewed by the Fort Jackson safety office and the fire prevention branch to incorporate necessary safety features.

b. All proposed modifications to range procedures must be approved by the installation safety office prior to implementation.

c. All proposed construction, modification, and repair to range facilities must be approved by the installation safety office prior to implementation.

d. Following all construction, modification, and repair to range facilities, operations will not commence on the range until approved by the Fort Jackson safety office.

7-7. HAZARD IDENTIFICATION.

All personnel have a responsibility to report safety hazards and safety violations to their supervisor. Additional duty safety officers (ADSO) will inspect operations and facilities monthly and record the results of the inspection on the Fort Jackson unit inspection checklist. The last three copies of the completed checklist will be maintained in the unit safety book. The unit ADSO is responsible for ensuring required service and/or work orders are properly submitted to DPW. ADSOs should annotate the service/work order

number and date submitted in the corresponding comments section of the monthly checklist.

7-8. REPORTS OF UNSAFE OR UNHEALTHFUL WORKING CONDITIONS.

a. The Army hazard reporting system provides a route for personnel to bring complaints directly to the installation level, bypassing intermediate commands or supervisory elements.

b. Reports of unsafe or unhealthful working conditions should be handled at the operational level whenever possible to ensure timely correction in the following order of priority.

- (1) Reports directly to the supervisor
- (2) Reports through channels
- (3) Reports to the installation safety office (ISO).
- (4) The Fort Jackson Safety Hotline 751-SAFE (7233)
- (5) The Army Hazard Reporting System

c. If an employee is not satisfied with the action taken to correct the alleged condition, they may make a written report to the ISO on DA Form 4755 (Employee Report of Alleged Unsafe or Unhealthful Working Conditions). This form is available at the ISO and should be made readily accessible to all employees within the workplace.

d. Reports submitted to the ISO will be investigated per AR 385-10. Reports of alleged unsafe and unhealthful working conditions will be forwarded to the appropriate organization for response. Responses will be furnished to the ISO within seven working days.

e. All DA personnel, both military and civilian, will be protected from coercion, discrimination, or reprisals for participating in the Army Safety and Occupational Health Program and exercising lawful occupational safety and health rights.

f. Reports requesting anonymity will be handled per provisions of AR 385-10.

g. Reports that appear to involve immediate life-threatening situations will be investigated immediately.

h. All reports will be investigated by safety or health personnel. The originator, if known, will be notified of the results of the investigation in writing within ten working days following receipt of the hazard report.

i. If the originator is dissatisfied with the safety director's response, they may appeal to the Garrison Commander who will review the findings and take appropriate action.

j. The appeals process continues through the Senior Commander (the Commanding General, Fort Jackson), HQ TRADOC, (ATCS-S), the Army designated Safety and Occupational Health Official and finally the DoD Designated Occupational Safety and Health Official.

k. Reviews will normally be completed within 20 workdays. Personnel are advised that if an appeal is not acted upon within 20 workdays, they may appeal to the next higher level for review.

7-9. HAZARDOUS TRAINING.

Written standard operating procedures (SOPs) will be used for all hazardous/high-risk training. This is defined as any type of training that involves a degree of risk that could result in serious injury or death. Examples are weapons firing and vehicle operations. Organizations conducting such training will submit detailed plans/SOPs to the ISO for review and comment prior to conducting the training.

7-10. HEAT INJURY PREVENTION.

Refer to Chapter 13-9, FJ Reg 385-10

7-11. COLD INJURY PREVENTION.

Refer to Chapter 13-8, FJ Reg 385-10

7-12. LIGHTNING PROTECTION.

a. Procedures.

(1) Range operations will monitor the Storm Scope and the National Weather Service, and will issue 50, 30, 15 and 8-mile electrical storm warnings to all personnel/units on ranges, in training areas, training facilities, SCARNG McCrady Training Center (MTC) operations office, and the IOC.

(2) Upon receipt of the 50-mile warning, personnel on ranges and training areas will begin planning precautionary measures.

(3) Upon receipt of the 30-mile warning, personnel on ranges and training areas will immediately take shelter and/or execute precautionary measures based on risk assessment. Range OICs will coordinate with range personnel to determine point at which training will be halted if necessary. Upon receipt of the 15-mile warning, range OICs must obtain battalion commander approval to continue training.

(4) Range OICs will coordinate with range personnel to determine point at which it is safe to resume training if it has been halted for lightning within the 30 mile radius.

Once the notification moves back out beyond the 30 mile radius, range operations will issue an all clear to ranges and training areas as appropriate.

b. In making their decisions, commanders/OICs must consider the following:

(1) Safety of our troops is of paramount importance; recommend consideration of mitigation per commander's approved risk assessment.

(2) Potential loss of life, limb, or government equipment.

(3) The provisions of appropriate FMs, TMs, STPs, for training and weapons systems etc.

(4) The provisions of Fort Jackson range policies, directives, SOPs, and checklists.

(5) Other information bearing on safety conditions on the range.

7-13. PROTECTIVE MEASURES.

a. Lightning Protection Shelter Available.

(1) All ranges have designated lightning protection shelters. Their location and troop capacity should be known by all leaders upon occupying the range. Prior to conducting any training units will conduct recon to identify locations of LPAs.

(2) Shelters are marked lightning protection area.

(3) In the event of a thunderstorm Soldiers will:

(a) Proceed to their designated shelters.

(b) Ensure that all weapons and equipment are cleared and stacked at least 50 meters away from personnel. If time is not available to stack weapons then they will be laid on the ground or on the firing line within view of the shelter, but at least 50 meters away.

b. Lightning Protection Shelter Unavailable.

(1) Personnel should make themselves as small as possible to lessen their chances of being struck by lightning.

(2) Personnel should be in an aircraft crash position; BENT FORWARD, HANDS ON KNEES IN A SQUATTING POSITION.

(3) Do not have personnel lie flat or place their hands on the ground. If muscle failure is reached in the squatting position, have personnel drop to their knees, bend forward and put their hands on their knees.

(4) If in a wooded area, seek low ground, a grove of short trees, deep ravine, or valley. The best location is low open ground followed by thick underbrush or short trees in low ground.

(5) If personnel are unavoidably caught in an open area do not huddle together in a group, scatter to reduce the attraction of lightning to a mass of bodies.

(6) Ensure all weapons and equipment is stacked at least 50 meters away from personnel. If time is not available to stack weapons, ground weapons and equipment within view of where troops will be located, but at least 50 meters away.

(7) Maintain aircraft crash position. Do not, in any circumstance, have personnel lie down or get on all fours.

7-14. PYROTECHNICS AND SIMULATORS.

Refer to Fort Jackson Regulation 385-64, Ammunition and Explosives Safety, Chapter 15.

7-15. TROOP SAFETY.

a. Foot Marches.

(1) Troop movements have priority on roadways in all cases except emergency response.

(2) Formations while marching will utilize no more than one lane, to include cadre members marching to the left of the column.

(3) Without prior approval from DPTMS, units will not march or run on the following roads in cantonment: Strom Thurmond Boulevard, Marion Street, Lee Road, Semmes Road, Dixie Road, Hampton Parkway and Jackson Boulevard (except when closed during PT hours).

(4) Without prior approval from range operations, units will not march or run on the following roads: Dixie Road, Wildcat Road, Boyden Arbor Road and Hartsville Guard Road. To gain approval/exception, units will submit a request NLT 24 hours to range operations and will contain route overlay showing accurate route of march, with start point (SP), check points (CP), release points (RP), and final destinations.

(5) Units must establish two government owned-vehicle (GOV) road-guard blocking positions to provide safe pedestrian formation (i.e. foot march) crossing of

roads indicated in subparagraphs (3) and (4). During daylight operations, cadre-driven GOVs will position themselves at least twenty feet on the left and right flanks of passage (facing on-coming traffic). During low light conditions, drivers will position GOVs at least fifty feet on the flanks of the crossing point, position the GOV to face on-coming traffic and ensure the headlights and hazard lights are on.

(6) Prior to crossing public roadways, formations will consolidate at the near side and form platoon or company mass formations; cadre will post road guards and the formation will move to the far side of the road as expeditiously as possible.

(7) Tactical formations will not be used to cross public roadways within the cantonment area.

(8) CLS bags and means of communication will be available throughout the formation at a rate of no less than one per Platoon.

(9) Units conducting foot marches will maintain continuous radio communication with range operations. Units will also provide a route overlay and will provide it to range operations NLT 12 hours prior to SP.

(10) During summer months, ice sheets will be available throughout the formation at a rate of no less than one set per platoon.

b. Road Guards. Road guards will be provided at the head and tail of each column of marching troops. These road guards will be 30 meters to the front and rear of the column. Sufficient road guards will be provided to ensure adequate guarding of cross streets while maintaining adequate front and rear marking. Road guards will wear reflective vests and be equipped with operational cone flashlights.

c. Straggler Control.

(1) Personnel unable to remain with the formation (i.e., stragglers) will immediately go to the extreme right side/shoulder of the road and, if possible, continue in the direction of the formation. Stragglers will not remain in the roadway.

(2) A cadre member, with appropriate safety equipment and communication, will be assigned to consolidate and care for stragglers. Under no circumstances will a straggler be left without supervision.

(3) When marching on, in, or around a roadway, a trail vehicle will be assigned to follow the formation. The trail vehicle will operate hazard lights as a warning to other motorists.

(4) Stragglers will be assessed for injury prior to loading. No Soldier with chest pains, difficulty breathing, or displaying signs of a potential heat injury will be left unsupervised in the cargo area of any vehicle.

(5) For activities within protected running routes, organizations will develop internal policies for straggler control and emergency response procedures.

d. Visibility. Personnel working in, on, or around roadways, or where otherwise exposed to vehicular traffic, will wear a high-visibility reflective vest, and warning triangles placed 50m out, on the same side of the road as the activity.

e. Key Risk Mitigation Actions for Foot Marches. IAW AR 385-10 and FJ 350-1, the risk management process will be integrated into the planning process for all training events and updated daily.

(1) Deliberate Risk Assessment Worksheets (DRAW's) will be signed by the proper risk decision authority and risk mitigation plans will be briefed to unit cadre prior to all training events / foot marches.

(2) Trail vehicles will not be used to pull any type of trailer, will not be a tactical vehicle, and will remain at least 30 meters behind marching formations.

(3) Military vehicle drivers will have at least 8 consecutive hours of rest during any 24-hour period. Risk mitigation plans will take into account mandatory sleep for military vehicle operators IAW AR 385-10.

(4) IAW TR 350-6, each BCT platoon will have a minimum of one (1) combat lifesaver (CLS) with a CLS bag on hand at all times. All cadre at the training event will know the location of the CLS bag in the case of an emergency. All CLS bags will be filled IAW TR 350-6 table 3-1.

(5) When possible, units will reroute foot marches away from roads with vehicle traffic.

7-16. MOTOR VEHICLE SAFETY.

Refer to Fort Jackson Regulation 385-55, Motor Vehicle Safety.

7-17. MOTOR VEHICLE OPERATIONS IN THE VICINITY OF TROOPS.

a. The speed limit when approaching or passing a troop formation from either the front or rear is 10 miles per hour (MPH). A troop formation is considered three or more Soldiers, regardless of formation type.

b. Motorists will not jeopardize the safety of troop formations. If the potential exists where a vehicle operator is in doubt of safely passing a formation, the vehicle operator will stop and await directions from the person in charge of the formation.

c. No motor vehicle operator, other than law enforcement and emergency response vehicles in the performance of their duties, will enter a designated run route while closed for physical training. Any person observing this violation has the authority to stop the violator, or call the Military Police Desk Sergeant at 751-3115/3116 with the make, model, and direction/location of violation.

7-18. RISK MANAGEMENT.

Every commander, leader, and manager is responsible for protecting the force and persons affected by Army operations. (Refer to ATP 5-19 for specific risk management guidance.) Risk management is the Army's principal risk reduction process to assist leaders in identifying and controlling hazards and making informed decisions. Risk management and accident prevention are inherent command functions. Risk management serves as the most effective tool in protecting the force by providing a systematic framework for identifying and controlling risk in all environments and operations. The process is continuous and cyclic in nature and applies from initial planning through after-action review.

a. Commanders will accept no risk unless the benefit outweighs the potential loss and will ensure that the risk decision is made at the appropriate level.

b. The standard for risk management is leadership at the appropriate level of authority making informed decisions to control hazards or accept risks. In those circumstances where local resources are not available to control residual risks, leaders will make conscious decisions to either accept the risk or elevate the risk decision to the next higher level of leadership.

c. The risk management process supplements, but does not supersede, the compliance requirements of federally mandated standards, this regulation, or any other regulation.

d. The risk management worksheets, DD Form 2977, will be completed during the planning phase of the operation or training. This worksheet documents each step of the 5-step process. Once completed it must be signed and dated by the individual accepting the risk. It will be developed for all events that expose personnel to potential risk. All personnel, including Trainees, will be briefed on the hazards and control measures particular to each training event.

e. The Risk Management Process. Risk management is the process of identifying and controlling hazards to protect the force and is a continuous process applicable to any situation and environment. The 5-step process is the commander's principal risk reduction process to identify and control hazards and make informed decisions. The 5-

steps represent a logical and systematic thought process from which users develop tools, techniques, and procedures for applying risk management in their areas of responsibility.

(1) Identify hazards to the force. Consider all aspects of current and future situations, environments, and known historical problem areas.

(2) Assess hazards to determine risks. Assess the impact of each hazard in terms of potential loss and cost based on probability and severity.

(3) Develop controls and make risk decisions. Develop control measures that eliminate the hazard or reduce its risk. As control measures are developed, risks are re-evaluated until the residual risk is at a level where the benefits outweigh the cost. The appropriate decision authority then makes the decision.

(4) Implement controls that eliminate the hazards or reduce their risks. Ensure the controls are communicated to all involved.

(5) Supervise and evaluate. Enforce standards and controls. Evaluate the effectiveness of controls and adjust/update as necessary. Ensure lessons learned are fed back into the system for future planning.

f. Daily update. Risk Assessments will be updated at least daily. These updates consider risk assessments developed during the planning phase, and take into account changes in leader-to-led ratios, experience of the trainers, climatic conditions, and changes to the training environment.

(1) If the application of the daily risk assessment demonstrates a significant change to the overall risk, the unit commander will notify the command level authorized to approve the new level of risk.

(2) All personnel must understand the hazards and countermeasures applicable to a particular training event and deliberate risk assessment worksheets will be briefed to unit cadre and Trainees.

(3) Training will not be conducted without a completed risk assessment that has been signed by the appropriate decision authority. The risk assessment must be present at the training site. For ranges with permanently assigned cadre (ie. HHBn cadre), a copy of the risk assessment will be provided to range cadre before training begins. The training unit commander, and the training unit chain of command, are responsible for assuming the risk at all training events. The permanently assigned cadre provide subject matter expertise and act as consultants to the training unit commander. As in all training, leaders at any level have an inherent requirement to prevent unnecessarily risky actions.

g. Risk Decision Authority. Risk decision authority is based upon the residual risk of an activity after application of control measures. The Commanding General, USATC&FJ, establishes risk acceptance authority is as follows:

- (1) Extremely High Risk
Commanding General, USATC&FJ.
- (2) High Risk
Brigade Commander
Deputy Commanding Officer, USATC&FJ
Commander, Soldier Support Institute
Commandants in the rank of Colonel
- (3) Moderate Risk
Battalion Commander
Drill Sergeant Academy Commandant
Commandants in the rank of Lieutenant Colonel
- (4) Low Risk
Company Commander
Course Directors in the rank of Captain
Individuals as designated by the Battalion Commander

d. Recurring Training. The risk for the following recurring ranges and training events has been pre-established. Commanders are not authorized to lower the predetermined risk without prior, written approval from the Commander, USATC&FJ.

- (1) High Risk Ranges:
Night Infiltration Course (NIC)
Maneuver Live-fire (Omaha)
Live hand grenades (Remegan)
Land Navigation Course (Night)
- (2) Moderate Risk:
US Weapons (Bastogne)
Rappelling/Rope bridges (Victory Tower)
Bayonet Assault Course (BAC, Pugil)
Confidence Obstacle Course (COC)
Event Trail
March and Shoot
Static night fires
Reflex fire
CBRN
- (3) Low Risk:

FJ Reg 350-1
Training and Training Support

Teamwork Development Course (TDC)
Fit To Win Endurance Obstacle Course (FTW)
First Aid
Map Reading
RM Ranges

APPENDIX A REFERENCES

AR 5-13 - Training Ammunition Management System

AR 40-5 – Preventative Medicine

AR 95-2 - Air Traffic Control, Airfield/Heliport, and Airspace Operations

AR 200-1 – Environmental Protection and Enhancement

AR 350-1 - Army Training and Leader Development

AR 350-19 – Army Sustainable Range Program

AR 350-38 – Policies and Management for Training Aids, Devices, Simulators, and Simulations

AR 385-10 - Army Safety Program

AR 385-63 - Range Safety

AR 600-20 - Army Command Policy

AR 600-55 - Army Driver and Operator Standardization Program

AR 670-1 - Wear and Appearance of Army Uniforms and Insignia

AR 710-2 - Supply Policy Below the National Level

DA Form 5514-R TAMIS Training Ammunition Forecast Report.

DA Form 581 - Request for Issue and Turn-in of Ammunition

DA PAM 350-9 – Index and Description of Army Training Devices

DA PAM 350-38 - Standards in Weapons Training

DA PAM 385-63 – Range Safety

DA Pam 385-64, Ammunition and Explosive Safety Standards

DA PAM 710-2-1 - Using Unit Supply System (Manual Procedures)

DA PAM 600-24 – Health Promotion, Risk Reduction, and Suicide Prevention

FJ Reg 350-1
Training and Training Support

DoDD 2000.12 - Antiterrorism Handbook 9 February 2004, Chapter 18

FJ Reg 40-1 - Preventive Medicine, Sanitation, Hygiene

FJ Reg 40-2 - Field Medical Support and Routine/Emergency Medical Evaluation

FJ Reg 200-8 - Environmental Protection and Enhancement

FJ Reg 350-14 - Post Range Regulation

FJ Reg 385-10 - Safety and Occupational Health Program

FJ Reg 385-37 - Pyrotechnics and Simulators

FJ Reg 385-55 - Motor Vehicle Safety

FJ Reg 385-64 – Ammunition and Explosives Safety

FJ Reg 710-3 - Ammunition Supply Procedures

FM 5-19 – Composite Risk Management

FM 3-22.9 – Rifle Marksmanship M16/M4 Series Weapons

FM 3-22.27 MK19 Grenade Machine Gun (MOD 3)

FM 3-22.30 – Grenades and Pyrotechnic Signals

FM 3-22.65 – Browning Machine Gun .50cal M2

FM 3-22.68 Crew Served Machine Guns 5.56mm 7.62mm

FM 8-28 - Treatment of Chemical Agent Casualties and Conventional Military Chemical Injuries

FM 7-22 - Physical Readiness Training

Fort Jackson Ceremonies SOP

ATTP 5-0.1 – Commander and Staff Officer Guide

Garrison SOP - Annex T (Safety)

TB MED 501 - Hearing Conservation

FJ Reg 350-1
Training and Training Support

TC 7-9 - Infantry Live-Fire Training

TRADOC Reg 350-6 - Initial Entry Training (IET) Policies and Administration

TRADOC Reg 350-29 - Prevention of Heat and Cold Casualties

TRADOC Reg 350-70 - Systems Approach to Training Management, Processes and Products

APPENDIX B

ABBREVIATIONS AND TERMS

Abbreviations

AAFES	Army and Air Force Exchange Services
AAR	After-Action Review
AC	Active Component
ACH	Advanced Combat Helmet
ACS	Army Community Service
ACU	Army Combat Uniform
A&E	Ammunition and Explosives
AER	Army Emergency Relief
AG/DHR	Adjutant General/Directorate of Human Resources
AGR	Active Guard Reserve
AIT	Advanced Individual Training
ALC	Advanced Leader Course
APFT	Army Physical Fitness Test
APFU	Army Physical Fitness Uniform
ARTEP	Army Training and Evaluation Program
ASP	Ammunition Supply Point
ATC	Army Training Center
ATEC	Army Test and Evaluation Command
ATRRS	Army Training Requirements and Resources Systems
AXP	Ambulance Exchange Point
BCT	Basic Combat Training
CALS	Committee for Ammunition Logistics Support
CALFEX	Combined Arms Live-Fire Exercise
CID	Criminal Investigation Division
CG	Commanding General
CMF	Career Management Field
CMHS	Community Mental Health Service
CofS	Chief of Staff
CONUS	Continental United States
COR	Contracting Officer's Representative
COT	Commander of Troops
CQ	Charge of Quarters
CRP	Cadre Resiliency Program
DA	Department of the Army
DCG-IMT	Deputy Commanding General – Initial Military Training
DENTAC	Dental Command
DIS	Defense Investigative Services
DOC	Directorate of Contracting
DODDAC	Department of Defense Activity Code
DODIC	Department of Defense Identification Code

FJ Reg 350-1
Training and Training Support

DPTMS	Directorate of Plans, Training, Mobilization and Security
DPW	Directorate of Public Works
DSA	Drill Sergeant Academy
DTMS	Digital Training Management System
EMS	Emergency Medical Service
EO	Environmental Officer
ENV	Environmental Division
EOD	Explosive Ordnance Disposal
ESL	English as a Second Language
FTX	Field Training Exercise
GIS	Geographic Information Systems
GO	General Officer
ICO	Installation Chaplain Office
IET	Initial Entry Training
IG	Inspector General
IOC	Installation Operations Center
ISO	Installation Safety Office
ITAM	Integrated Training Area Management
LRAM	Land Rehabilitation and Maintenance
LRPC	Long Range Planning Calendar
MAC	Master Activities Calendar
MAHC	Moncrief Army Health Clinic
MACOM	Major Army Command
MEDDAC	Medical Command
MEDEVAC	Medical Evacuation
METL	Mission Essential Task List
METT-TC	Mission, Enemy, Terrain, Troops – Time, Civilians
MILES	Multiple Integrated Laser Engagement System
MOEC	Memorandum of Environmental Consideration
MOI	Memorandum of Instruction
MOUT	Military Operations on Urban Terrain
MOS	Military Occupational Specialty
MPI	Military Police Investigations
MTB	Motor Transportation Branch
MTC	McCrady Training Center
MTOE	Modification Table of Organization and Equipment
NAF	Non-Appropriated Funds
NCCA	National Center for Credibility Assessment
NET	New Equipment Training
OF	Objective Force
OPLAN	Operation Plan
OPLOADS	Operational Loads
OPORD	Operation Order
OPREP	Operation Report
OPSEC	Operation Security

FJ Reg 350-1
Training and Training Support

OSHA	Occupational Safety and Health Administration
OSJA	Office of the Staff Judge Advocate
PERSTAT	Personnel Statistics
PMO	Provost Marshal Office
POI	POI
PTRP	Physical Training and Rehabilitation Program
QASAS	Quality Assurance Specialist Ammunition Surveillance
RA	Risk Assessment
RC	Reserve Component
REC	Record of Environmental Consideration
RO	Reviewing Officer
RFMSS	Range Facility Management Scheduling System
RM	Rifle Marksmanship
RTLA	Range Training Land Assessment
SAEDA	Subversion and Espionage Directed Against the Army
SATB	Semi-Annual Training Briefing
SAW	Squad Automatic Weapon
SCARNG	South Carolina Army National Guard
SIR	Serious Incident Report
SJA	Staff Judge Advocate
SLC	Senior Leader Course
SMCT	Soldier's Manual of Common Tasks
SOP	Standard Operating Procedures
SRA	Sustainable Range Awareness
SRP	Sustainable Range Program
TAAC	Training Ammunition Authorization Committee
TAMIS-R	Total Ammunition Management Information System - Redesigned
TDS	Trial Defense Services
TDY	Temporary Duty
TEWT	Tactical Exercise Without Troops
TMC	Troop Medical Clinic
TRAAP	TRADOC Requirement Authorization Ammunition Program
TRADOC	Training and Doctrine Command
TRI	Training Requirements Integration
TSC	Training Support Center
TSP	Training Support Package
UIC	Unit Identification Code
VBL	Victory Block Leave
VF	Victory Forge
VT	Victory Tower
WLC	Warrior Leader Course

Terms

Initial Entry Training Cadre. Military or civilian personnel, who either command, supervise, instruct, train, or support initial entry training students or Soldiers.

POI. The POI is a requirements document that provides a general description of course content, duration of instruction, and methods and techniques of instruction; it also lists resources required to conduct training. The POI is developed using information provided in the proponent approved training support package (TSP). The TSP is a complete, stand alone, exportable task-based information package that provides a structured training scenario for training. It contains all guidance/ material needed to train the task.

Proponent agency. An organization or staff that has been assigned primary responsibility for material or subject matter in its area of interest.

Automated Systems Approach to Training. The HQ TRADOC training development automation system under development as a tool for training developers to develop doctrine and training products.

APPENDIX C

QUARTERLY TRAINING BRIEF FORMAT

C-1. ATTENDEES.

a. Command Group. The CG, DCO, PCSM, CofS, 165 Infantry Brigade Commander and Command Sergeant Major, 193 Infantry Brigade Commander and Command Sergeant Major, USAG Fort Jackson Commander and Command Sergeant Major attend the QTBs when scheduled.

b. Staff. The staff from the USATC and select members of the USAG staff attend the QTBs. At a minimum, this includes the USATC coordinating and personal staff, and this includes the DPTMS, DPW and additional members as directed by the Commander, USAG.

C-2. FREQUENCY AND SCHEDULING.

As implied, the QTB is conducted quarterly in accordance with the Fort Jackson strategic plan and the MAC. The G3 coordinates block times with the CG's executive assistant, and then coordinates specific times with brigade S3s. When necessary, changes are recommended to the schedule and published on the MAC and in the weekly FRAGO.

C-3. RESPONSIBILITIES.

- a. The staff proponent for the QTB is the USATC G3.
- b. Brigade commanders and their staff prepare the slides or other items for the QTB, and publish a read ahead for the QTB NLT 3 duty-days ahead of the QTB.
- c. Brigades identify a location for the QTB and establish a briefing site that is conducive for their brief to the CG. If a brigade wants to use the post conference room, brigades will coordinate that location through the secretary of the general staff (SGS).
- d. The G3 provides a base format for the QTBs to the brigade S3s. Brigade S3s and commanders modify the QTB format as necessary to facilitate a discussion and dialogue with the CG.

APPENDIX D SELECT TRAINING EVENTS

D-1. FAMILY DAY AND GRADUATION.

The Fort Jackson Ceremonies SOP establishes the standard organization and format for the Family Day and Graduation Ceremony for BCT units at Fort Jackson. USATC & FJ has an installation standard program units will use for these events.

D-2. CHANGES OF COMMAND / RESPONSIBILITY.

Battalion-level changes of command and changes of responsibility and higher are formal ceremonies that display a unit's pride and discipline. The Fort Jackson Ceremonies SOP establishes the standard script and ceremony sequence for these events.

D-3. VICTORY BLOCK LEAVE.

VBL is an annual opportunity for Fort Jackson cadre to cease training and celebrate the December holidays with their Family. Trainees are authorized to take leave, and return to their Families to celebrate this period as well. The G3 produces the VBL OPORD annually, and publishes the guidance which delineates duties and responsibilities that govern the execution of VBL in September, and then conducts rehearsals for the operation in December each year.

APPENDIX E MANDATORY TRAINING REQUIREMENTS

IAW AR 350-1, DA PAM 350-1, and TR 350-6 the table below indicates the mandatory training requirements for personnel assigned to Fort Jackson as permanent party. The POIs for each course taught at Fort Jackson govern the training requirements necessary for graduation from the course. AR 350-1, TRADOC 350-6, and local regulations and policies will provide any other requirements.

Subject	Authority / Reference	Proponent	Frequency
PRT (Includes the Army Combatives Program)	AR 350-1, G-9 & G-10	HQDA, DCS, G-3/5/7	O
Operations Security (OPSEC)	AR 350-1	HQDA, DCS, G-3/5/7	A
Antiterrorism Training (AT)	AR 350-1, G-7 and AR 525-13	PMG	A
Threat Awareness & Reporting Program	AR 381-12	HQDA, DCS G-2	A
Information Security Program Initial Orientation Training	AR 380-5 and AR 380-67	HQDA, DCS G-2	I
Information Security Program Refresher Training	AR 380-5	HQDA DCS G-2	A
Resilience and Performance Enhancement Training	AR 350-53	HQDA DCS G-1	O
Army Substance Abuse Program	AR 600-85	HQDA DCS G-1	A
Army Suicide Prevention Program	AR 600-63	HQDA DCS G-1	A
Equal Opportunity Program (includes anti-bullying / anti-hazing training)	AR 600-20	HQDA DCS G-1	S / (A=anti-bullying / anti-hazing)
SHARP	AR 600-20	HQDA DCS G-1	I / A

*Note: Individual weapons qualification is an Army requirement semi-annually. However, the lack of individually assigned weapons precludes the completion of that requirement for permanent party cadre at Fort Jackson.

O – Ongoing S - Semi-Annual
A – Annual I - Inprocessing

APPENDIX F

CADRE RESILIENCY PROGRAM

a. The Cadre Resiliency Program (CRP) is designed to enhance the professional, spiritual, and personal wellness of Fort Jackson cadre and their Families. It is meant to give cadre the tools to be successful during their time on Fort Jackson and to be a time of rest, reflection, and growth after the first year and second year (for extended tour cadre) on the trail.

b. Commanders are responsible for scheduling and ensuring all drill sergeants participate in the CRP. To develop and / or maintain resiliency in our Fort Jackson drill sergeants & AIT platoon sergeants through thoughtful, relevant, and informative course work designed around a half-day schedule, while affording them the time to reconnect with their Families, and / or spend personal time to better themselves and update their personal affairs. The program will only be used while the drill sergeants & AIT platoon sergeants are in cycle and not during cycle break.

c. The components of CRP, scheduling requirements, and forms to be completed by drill sergeants in preparation for the execution of CRP are published as Tab D (CRP) to Appendix 7 (Installation Functional Courses) to Annex C (Operations) to the Base OPOD.

APPENDIX G

POST DETAIL SUPPORT

G-1. General.

The purpose of this appendix is to provide guidance for the use of BCT Trainees for details/support. This applies to assigned, attached tenant unit/directorate activities on Fort Jackson

G-2. Tasking.

Post detail support is tasked to brigades. The responsibility for post detail support is aligned with training weeks, Sunday through Saturday. Post detail support is generally conducted Monday through Friday from 0830-1630. In the event of federal holidays or 6-company fill, post detail support may be required on weekends or training holidays. Any changes or additions to post detail after T-week refinement require G3 approval. Post headquarters flag detail is not part of the post detail and is covered under separate guidance.

G-3. Scope.

Post detail support may be used to perform duties exceeding the capabilities assigned personnel. Trainee augmentation should only be used in cases of organic TDA shortages caused by unusual circumstances. Trainees will not perform duties normally performed by assigned personnel, civilian employees, or contracted services. Trainees will not perform details deemed unsafe. Trainees pending discharge action under the provisions of AR 635-200 will not perform details outside of the battalion area of responsibility.

G-4. Requirements.

Requirements for post detail are coordinated through G3 CUOPS. Detail personnel are available from 0730 to 1630 the day of the detail. Any unit, activity, or agency requesting post detail support will provide transportation for the detail, with the exception of the National Center for Credibility Assessment (NCCA), post clean-up, post headquarters and post museum details.

a. All trainees will consume breakfast prior to execution of post detail. Trainees will eat a DFAC-provided lunch. Trainees supporting NCCA may be issued MRE for lunch if a DFAC meal is impractical. Trainees will be provided access to fresh water at all times.

b. Uniform common to all detail personnel:

- (1) ACU/OCP with patrol cap will be clean and serviceable.
- (2) Hydration system.
- (3) Gloves.

(4) Protective eyewear.

(5) Hearing protection.

c. Specific uniform requirements are listed in the table of standing detail requests. No weapons or ammunition are allowed on any detail.

G-5. Requests.

Activities/agencies requesting detail support agree to provide all logistical support to trainees. Detail supervisors must provide completion certificates of required leader and cadre training IAW section 2. Requests for detail support will include the following information:

- a. Requesting unit/agency/activity.
- b. Number of personnel required.
- c. Location of work to be performed.
- d. Description and scope of work to be performed.
- e. Special equipment required.
- f. Justification for trainee support.
- g. Point of contact (POC) information of the individual responsible for supervising the detail.

G-6. Standing Requests.

The following are permanently approved details and do not require a support request letter. These numbers may increase or decrease depending on mission requirements:

Supported Agency	Personnel Required (average)	Unit Trans	Report Time	Special Equipment	POC Contact Info
NCCA	42	Yes	0730	MRE	Mr. Palmer, 751-4233
CIF	30 / 2DS	Yes	0800		Mr. Jones, 751-7213
Post Clean Up	30 / 2DS	Yes	0830	2x vehicles; Reflective Vests	USAG CSM, 751-7246
Post Museum	4	Yes	0830		Ms. Fishel, 751-7419
ASP	8	No	0830		Mr. Smalls, 751-5692
TSC	4	No	0830		Mr. Dunn, 751-5665/7309
Recycling Center	4	No	0830	Reflective Vests	Mr. Dicks, 751-4208

G-7. Post Clean Up and Post Headquarters. A minimum of two drill sergeants/NCOs assigned to post clean up detail and post headquarters detail will report to building 2400 on Jackson Blvd at 0830 the morning of their detail. Detail will consist of thirty Trainees and two drill sergeants/NCOs. Tasked unit will also supply two vehicles for detail. The

recommended vehicles are LMTVs or any other combination of two vehicles capable of transporting two 15-Soldier details with assigned NCOs/DSs.

Tab A to Appendix G
National Center for Credibility Assessment (NCCA) Soldier Support

a. IAW DoD Directive 5210.48 “The Secretary of the Army shall provide facility, administrative, logistical, and practical examination support as to the NCCA may require.” Such support may also be required for other polygraph credibility assessment education, training and research. As an executive agent for the SECARMY, The USATC&FJ provides this support to NCCA as outlined herein.

b. DoD Directive 5210.48 Polygraph and Credibility Assessment Program dated 24 April 2015. Post detail support memorandum dated 5 August 2008.

c. The purpose of this appendix tab is to provide guidance for supporting NCCA with personnel from BCT, AIT, and permanent party Soldiers.

(1) NCCA will request Soldiers required through the G3 CUOPS no less than eight weeks ahead of the dates needed. The detailed unit will provide all transportation to and from NCCA.

(2) The detailed unit will provide all transportation to and from NCCA.

(3) Trainees/Soldiers participating in labs will remain for the duration of the tasking period and will not be replaced or substituted unless emergencies dictate.

(4) Trainees/Soldiers must be escorted by a unit representative and seated at NCCA as early as 0700 but NLT 0730 the day of the detail. The detail will conclude at approximately 1600. Proper transfer of accountability and responsibility between NCCA and the unit will include unit representative signing in, and exchanging contact information, and making meal arrangements.

(5) Trainees/Soldiers will be informed prior to arrival at NCCA that participation is voluntary. Participants are briefed and rehearsed in “mock” training scenarios that are conducted by students and monitored by NCCA faculty. Trainees/Soldiers can be informed of the day’s events, however participants will be briefed and continuously monitored by NCCA staff members on training scenarios used to train students at NCCA. Trainees/Soldiers will be informed that participation is voluntary.

(6) Trainees/Soldiers will be clean with clean uniforms, well rested and should not be brought in from field duty the night before the detail.

(7) The Trainees/Soldier’s chain of command will ensure they have been provided breakfast prior to arrival and an MRE for lunch. Arrangements for the noon

meal must be accomplished by the unit representative and may include the issuance of MREs. Soldiers can remain in the NCCA area during lunch from 1100 to 1230. Soldiers may also be transported to a DFAC for lunch at 1100, but must return NLT 1230.

(8) Trainees/Soldiers will not have weapons or ammunition.

(9) Tobacco products and cell phones are prohibited for all Soldiers during this support.

(10) Trainees/Soldiers will have a personal water source (i.e. Camelbak or canteen).

(11) Trainees/Soldiers must be in good health, 18 to 55 years old and be able to understand what they read. There may be occasional restraints on Trainees/Soldiers age for certain research projects. These requests will be detailed in the Trainees/Soldiers support request to the G3.

d. Any changes or exceptions to this appendix will be coordinated between G3 and NCCA.

APPENDIX H

LIVE-FIRE INCIDENT REVIEW BOARD

H-1. MISSION.

USATC&FJ will implement a live-fire incident review board as required in order to capture lessons learned and develop future mitigation strategies for any live-fire incidents occurring during training on Fort Jackson.

H-2. EXECUTION.

a. Intent: To reduce the trend of live-fire incidents occurring within this command that are the result of a lack of discipline, training, and failure to follow regulatory and procedural guidelines. We will do this by focusing our efforts to determine root causes and corrective actions by conducting a review board after such incidents occur. This is not an attempt to circumvent any actions that are being conducted at unit level. It is an opportunity for us to collectively review a broad spectrum of factors that could have impacted and must be addressed from an installation perspective.

b. Concept of the Operation. Battalion commander and battalion CSM of the unit involved will present an AAR to the live-fire incident review board consisting of the CG (or DCO in his absence), CofS, Post CSM, brigade commander and brigade CSM within thirty days of the incident. This window is intentionally established to allow for participation of the CG or DCO. The AAR will include:

- (1) Review of unit risk assessment and unit safety brief on the day of training.
- (2) Review of training objectives and the task, condition, standard for the training event.
- (3) Review of the range SOP.
- (4) Review of unit weapons awareness reinforcement SOP and training plan.
- (5) Number of personnel present for training.
- (6) Weather and light data for the training event.
- (7) Details of 'who, what, and where' the incident or event happened to include maps.
- (8) Details of 'how' the incident or event happened to include diagrams of the site.
- (9) Demonstration of 'cause and effect' of the training incident.

(10) Lessons learned and future mitigation strategies.

c. Task to subordinate units. All units BPT conduct AARs for the live-fire incident review board effective immediately.

d. Coordinating Instructions. Incidents requiring this AAR process include:

(1) All incidents involving mixed ammo (i.e. live mixed with blank or dummy), regardless if it results in a discharge.

(2) All live-fire incidents during blank-fire events.

(3) All live-fire incidents resulting in injury of personnel.

(4) All live-fire incidents resulting in damage to equipment.

(5) All incidents resulting in rounds fired outside of an approved SDZ.

(6) All live-fire negligent discharges.

(7) Any action determined by the CG to warrant convening of the board.

APPENDIX I FATALITY SOP

I-1. REFERENCES.

- a. AR 1-33, The Army Memorial Program, dated 30 May 2006.
- b. AR 15-6, Procedures for Administrative Investigations and Boards of Officers, dated 1 Apr 2016.
- c. AR 360-1, The Army Public Affairs Program, dated 25 May 2011
- d. AR 385-10, The Army Safety Program, dated 24 Feb 2017.
- e. AR 600-8-4, Line of Duty Policy, Procedures, and Investigations, dated 4 Sep 2008.
- f. AR 638-8, Army Casualty Program, dated 23 Jun 2015.
- g. AR 638-2, Army Mortuary Affairs Program, dated 28 Nov 2016.
- h. CID Reg 195-1, Army Criminal Investigation Program.
- i. TRADOC Reg 1-8, TRADOC Operations Reporting, Chapter 3, dated 11 Aug 2017.
- j. Change 1, 10 Oct 2000, to TRADOC Reg 385-2, TRADOC Safety Program, dated 23 Oct 2015.
- k. TC 16-2, Religious Support to Casualties, Memorial and Funeral Services, dated 15 December 1991.
- l. TRADOC Memorandum of Instruction, Fatal Accident Notification and Fatality After Action Review (FAAR), dated 15 June 2006
- m. USATC&FJ Ceremony SOP, 12 June 2017

I-2. PURPOSE.

This appendix serves as a guide for any death of a Soldier or on-duty death of a Department of the Army Civilian or contract employee. Unit commanders must act quickly and initiate notifications to the chain of command and military investigators, secure evidence, and establish a unit representative for the casualty until relieved by proper authorities.

I-3. GENERAL.

Reporting, investigating, and rendering memorial honors are a command responsibility. Units will support every Soldier or DA Civilian (on-duty death) who dies while assigned or attached to the unit.

I-4. IMMEDIATE ACTIONS.

There are several immediate actions unit commanders are required to perform for a reportable casualty. Unit commanders initiate and support these actions until complete or relieved by proper authorities. Table I-1, unit casualty checklist, shows required actions for units, brigade staffs and higher headquarters staffs.

a. **Notifications and Serious Incident Reporting.** Unit personnel will immediately report an accident or discovery of casualty to emergency services and alert the chain of command without delay.

b. **Secure accident or incident scene and personal effects.** Unit personnel will secure the accident or discovery scene until relieved by military police (MP) or CID personnel. The unit will also secure casualty's personal equipment and possessions. The unit will conduct an inventory of the casualty's personal effects. That is done in conjunction with MP/CID investigators, or when cleared by the investigators.

c. **Identification of potential witnesses and observers.** A unit representative will prepare a list of witnesses or observers to the accident or casualty discovery for the on scene military investigators. Witness interviews will be conducted by military investigators and not unit personnel. Although commanders will not interfere or issue control orders to potential witnesses, a "no contact" order should be issued between involved individuals and the casualty's Family.

d. **Unit representative for casualty.** If a casualty is evacuated to an off-post hospital, a unit representative will be dispatched to represent the unit and casualty at the hospital until relieved by proper military authorities.

e. **Unit Update Briefing.** Unit chain of command briefs unit cadre and other unit personnel of casualty and that investigations are underway. Personnel will be briefed that a death investigation is routine and does not imply that there is suspicions of criminal or negligent actions.

I-5. NOTIFICATIONS AND REPORTING.

a. **Chain of Command.** The unit will immediately notify the chain of command about the casualty, reporting as much information as possible at the time of the initial report. Do not delay the report while awaiting additional information. Unit will notify the CAC for active duty Soldiers. Units will not contact next of kin until official casualty notification is confirmed.

b. **MP and CID.** The unit will notify emergency medical services (EMS) about any serious accident or discovery of a deceased individual. CID can be notified by the unit. MP and CID will notify the CAC for active duty Soldiers.

c. **EOC.** The unit will complete and forward the Initial OPREP to the brigade. The brigade staff will report the OPREP to the EOC without delay. The EOC will notify Fort Jackson leadership, the public affairs office (PAO). The OPREP will be sent to TRADOC only when the OPREP is approved by the USATC CofS. For OPREP reporting format see TRADOC Reg 1-8.

d. **CAC.** The brigade S1 or representative will contact the CAC telephonically, and forward updated active duty Soldier casualty information as available. The CAC deploys a Casualty Notification Team, consisting of a CNO and Chaplain, to the casualty's NOK (there may be more than one). A CAO will be confirmed within 4 hours, and be deployed to the NOK when the CAC receives acknowledgment that notification has been made. Units do not contact the NOK directly until official casualty notification is confirmed. The Casualty Mortuary Affairs Operations Center (CMAOC) will manage the notification process for all multiple casualty events, ensuring that all casualty primary next of kin (PNOK) are notified first, along with any very seriously injured/ill (VSI) where death is imminent.

e. **Public Affairs.** Public release of information on injured or deceased personnel (including names) will be made as soon as possible, within privacy act constraints, after the local casualty assistance officer has confirmed that the next of kin have been officially notified. Statement will simultaneously release to media and post to official external official presences (EOP) (website and social media). Units involved will share the Fort Jackson EOP release to their unit page and refer all questions to PAO. Units will not shut down their page and may request hands-on assistance from public affairs for crisis management.

(1) When circumstances permit, one-story, single-release coverage of accidents or incidents is desirable. Normally information released will be as follows:

(a) Announcement that an accident or incident occurred.

(b) Location and time of the accident or incident.

(c) Names and addresses of deceased or injured will be withheld until such time as next of kin have been officially notified. After notification, PAO may release the names, city and state addresses.

(d) Before official findings are available, state, "An investigation is being conducted to determine the cause."

(e) To remove or lessen the anxiety of other personnel on the installation, names and addresses should be released simultaneously with the release of accident news or as soon thereafter as possible.

f. **Appoint Summary Court Martial Officer (SCMO).** The battalion or brigade commander appoints a SCMO and the brigade staff publishes the orders. The SCMO collects and disposes of casualty's personal effects when released by military investigators.

I-6. INVESTIGATIONS.

Numerous investigations are required whenever a Soldier is injured, killed, or found deceased. The purposes of the investigations are to determine the cause of the injury, whether the cause of death was in the line of duty, or if charges are appropriate. Units will secure the accident or casualty discovery sites, preserving any potential evidence and witnesses until relieved by proper military authorities.

a. **Cause of Death Investigation.** MP and CID initiate an investigation for all deaths occurring on Fort Jackson and any off post deaths of Army interest, as deemed necessary by the CID Special Agent in Charge.

b. **Line of Duty Investigation.** The line of duty (LOD) investigation determines the circumstances of disease, injury, or death of a Soldier. Army Civilians and contractors will only investigate off post if their capacity was of Army interest. The brigade commander may appoint a LOD officer when required, following a medical determination. The unit commander will promptly execute DA Form 2173 and the medical treatment facility (MTF) will complete section 1 of the DA Form 2173.

c. **Article 15-6 Investigation** (AR 15-6, Para 2-1c). Only a general court-martial convening authority may appoint a formal/informal investigation or board (chap 4) for incidents resulting in property damage of \$2,000,000 or more; the loss or destruction of an Army aircraft or missile; an injury and/or illness resulting in, or likely to result in, permanent total disability; the death of one or more persons; and the death of one or more persons by fratricide/friendly fire."

d. **Army Safety Board Investigation.** AR 385-10 requires a safety board for any accident/injury resulting in death of any military personnel, DA Civilian, or contract personnel. The installation safety office and the Fort Jackson command group selects the board members. IAW AR 385-10, the general court-martial convening authority will then appoint the board.

I-7. MEMORIAL CEREMONIES AND SERVICES.

Memorial honors, ceremonies, and services are a command responsibility. Units will render memorial honors to each Soldier who dies while assigned or attached to a unit. Exceptions for memorial ceremonies or services may be considered for Soldiers who die in a less than honorable manner (such as dying in the commission of a crime) or for

Soldiers attached for less than 30 days who are permanently assigned to another duty station/unit that intends to perform honors. Memorial ceremonies that emphasize patriotic themes will normally be conducted on Fort Jackson. See USATC&FJ Ceremony SOP, Chapter 5.

I-8. FATALITY REVIEW BOARDS.

The fatality after action review (FAAR) board is required for any accidental death of a Soldier or on-duty Army Civilian or contract employee. The FAAR board is conducted within 14 days of the incident. The FAAR format is shown in Enclosure 2, TRADOC MOI and para. I-13. The FJ Safety office is responsible for coordination the FAAR between the command group, the unit, and required staff personnel.

a. FAAR Board Members

- (1) CG, DCO, or CofS.
- (2) Unit/Organization chain of command from the first-line supervisor through brigade commander or equivalent.
- (3) MTF commander.
- (4) Other members as required, such as drug and alcohol counseling officer, risk reduction officer, provost marshal, chaplain, casualty assistance center, staff judge advocate, safety officer, and /or chief, behavioral health services.

b. Final Report. Within 10 days of the conclusion of the FAAR board, the CG will forward the assessment and FAAR report in memorandum format. The memorandum will focus on the cause of the accident and any contributing factors to include leadership failures, and any recommendations to prevent recurrence; distribution of this report is to the TRADOC Commander, safety director, and command surgeon.

c. Exceptions. Exceptions from this requirement must be approved by the TRADOC Commander, Deputy Commanding General or CofS. An example warranting exception would be a commercial transportation accident (commercial airline, bus, or train) not under contract to the Army.

FJ Reg 350-1
Training and Training Support

Unit Casualty Checklist, Table I-1

STATUS	TIME	TASK	RESPONSIBILITY
	N - Hour	Soldier is Injured / Killed / Found	Unit
		Contact EMS/MPs/CID	Unit
		Lock Down Training Area / Secure Location (If Applicable)	Unit
		Secure Personal Equipment / Belongings of Deceased in Place	Unit
		Telephonically notify the chain of command	Unit / BDE
	N + 1 Hr	Telephonically notify CAC with Soldier's SSN; FJCAC pulls DD93 and SGLV	BDE S1
		Alert Primary BDE Staff (S1, S3, S4, Chaplain)	BDE XO
		Notify Safety, PAO and SJA	BDE XO
		Confirm in DEERS that DD93 / SGLV is updated	BDE S1
	N + 2 Hrs	Submit Initial OPREP and SIR (if applicable)	Unit / BDE S3
		Get Information to CAC to complete DCIPS Report so Casualty Notification to the next of kin (NOK) can occur	Unit / BDE S1
		Unit makes decision about Social Media Status	Unit/PAO
	N + 4 Hrs	CAC provides unit with CAO information	CAO/Unit
		Secure Soldier's personal belongings	Unit / Summary Court Officer
		Secure all records relating to the Soldier - PT card, Personal Data Sheet, Counseling Statements, Sick Call Slips, etc	Unit
		Provide additional chaplains / counselors for unit	ACS/Installation Chaplain office
	N + 6 Hrs	Submit Follow-up OPREP and SIR (as necessary)	Unit / BDE S3
		Call in Unit CDR/1SG, Inform cadre and Soldiers in the unit of the casualty	Unit
	N + 12 Hrs	Prepare Death Chronology MFR	Unit
		Prepare Posthumous Award for signature	Unit/BDE S1
		Stay in Contact with CAC to verify NOK notification was made	BDE S1/Unit
		Contact BDE / BN CDR's to inform them that NOK Notification has taken place	BDE S1
		Appoint Summary Court Martial Officer (CAO cuts orders)	BDE S1
		Appoint Line of Duty Investigating Officer (if applicable)	BDE CDR
		Unit legal rep reports to the BCT XO for assistance	SJA
		Prepare Letter of Condolence for Signature	Unit/BDE S1
	N + 24 Hrs	Unit commander and MTF initiates DA Form 2173	Unit / BDE S1
		Complete Army Accident Report (if applicable)	Unit / BDE S1

Table I-1 (cont)

STATUS	TIME	TASK	RESPONSIBILITY
	N + 24 Hrs	Meet with Unit / BDE CMD Group, Primary & Special Staff	All
		After Verification the NOK have been notified, Send Letters of Condolence (BN and BDE CDR)	Unit / BDE S1
		Submit Death Chronology MFR to BDE	Unit
		After notification, contact NOK	Unit
		Pick-up Completed Award / Give to Escort Officer to hand carry with casualty	BDE S1
	N + 48 Hrs	Ensure uniform is to standard and has correct ribbons to include Posthumous Award, Take uniform to Mortuary Affairs	Unit
		Place requisition for dog tags at 120th Reception (10 Sets)	Unit
	N + 72 Hrs	Appoint an Escort of Remains to transport the body to HOR (CAC Prepares Orders, 1610 and Travel)	Unit / BDE S1
		Prepare Memorial Ceremony	Unit / BDE Chaplain
		Issues Memorial Ceremony OPORD	BDE S3
		Pianist, Bugler and Honor Guard (Blanks for M16s)	BDE S3 / CSM
		Memorial Ceremony Narrator	BDE Chaplain's Asst
		ID Ushers for Memorial Ceremony	Unit / BDE S3
		Schedule Rehearsal Times	Unit / BDE S3
		Prepare Memorial Ceremony Program	Unit / BDE S1
		Collect donations for flowers	Unit
		Obtain Class A uniform - (if SIT, obtain uniform from 120th Reception)	Unit
		Place Obituary in "The Leader"	Unit
		Lock in time for Memorial Ceremony on CG's Calendar	Unit / BDE S3

Table I-1 (cont)

STATUS	TIME	TASK	RESPONSIBILITY
	N + 1 Wk	Obtain items for Memorial Ceremony: Display of M4 w/M9 Bayonet; Dog Tags, Boots; Helmet with Head Band; Black Box for boots; Black clothes for table; Easel for pictures	Unit
		Prepare Flag / Shadow Box for Memorial Ceremony	Unit
		Get person to sing the National Anthem/Song Rendering	Unit
		Get enlarged photo of Soldier for Memorial Ceremony	Unit
		Get Video Rama to record Memorial Ceremony	Unit
		Send electronic copy of picture to Funeral Home	Unit
		Send Flowers to the Funeral Home	Unit
		Prepare CD of Soldier Photos for Family	Unit
		Conduct Rehearsal	Unit
		Flowers for Memorial Ceremony	Unit
		Coordinate with MP to Close Road during Memorial Ceremony	Unit
		Escort transports body to HOR	Unit
	N + 2 Wks	Conduct Full Dress Rehearsal	All
		Conduct Memorial Ceremony	All
		Provide medal (if appropriate), video of Memorial Service, Soldier's picture from 120th and Certificate of Attendance (if a Trainee)	Unit
	N + 2-4 Wks	Receive Autopsy Report from Coroner's Office on Official Cause of Death	Summary Court Officer
	N + 2-3 Wks	Chaplain Follows up with Unit	Unit / BDE Chaplain
	N + 2 Wks	Conduct Casualty Ops AAR on the last	Unit / BDE
		Conduct Fatality After Action Review	Unit / FJ Safety Office
	N + 3 Wks	Submit FAAR and Assessment to TRADOC	FJ Safety Office

I-9 Letter of Condolence Example

Mr. and Mrs.
Address

Dear Mr. and Mrs.,

I would like to express my deepest condolences for the sudden loss of your son/daughter. I realize the death of a child is one of the most difficult events a parent can experience. We know the irreparable loss that you have suffered and fully realize there is little we can say to help you in this moment of sorrow. Your son/daughter possessed the attributes required of a Soldier and displayed the drive to become part of the Army team. We will miss his/her contributions and potential, but we will remember his desire and his/her memory. I extend to you the thoughts and prayers of the battalion to hopefully help you through this time of sorrow.

Sincerely,

Lieutenant Colonel, United States Army
Commanding Officer

I-10 Fatality After Accident Review



Fatality AAR Briefing Agenda

- **Biography/personal data**
- **48 hour sequence of events**
- **Accident synopsis**
- **Causitive/Contributing Factors**
- **Risk Assessment of Unit's Safety Program**
- **Corrective Actions and Recommendations**
- **Unit After Accident Initiatives**



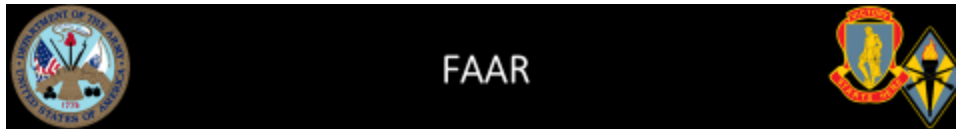
I-10 Fatality After Accident Review (Cont)



Biography/Personal Data

Name(s)

- Sex / Age / rank / MOS / Length in Unit
- Special Training assignments
- Experience/training in activity performed at time of accident (e.g., Driver Training, Motorcycle Training, Parachute Jumps, etc.)
- Performance Indicators (Counseling Statements, bad checks, CTT scores, ASAP files, Health risk Assessment, etc.)
- Recent Medical or mental health issues impacting Soldier.
- Most Recent/Next scheduled PCS, Training event, deployment
- Changes of Command in Unit
- Activated Reserve Component Personnel? Date Activated



48 hour sequence of Events

From 48 hrs prior to the time of Accident (N)

- N-48 Hrs:
- N-XX Hrs:
- N-XX Hrs:
- N-XX Hrs:
- N-XX Hrs:
- N-Hour:

*Note: Don't leave anything out of the timeline. The more we know about actions leading into N, the better.



I-10 Fatality After Accident Review (Cont)



Accident Synopsis

Date: Time: 0000 Hrs

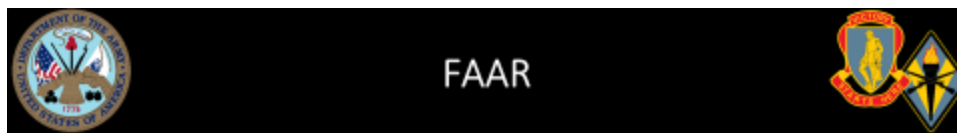
Location: (Show Map/Sketch of Accident Location)

Environmental Conditions: (Day/Night/Raining, etc..)

Other Official Civilian Agencies Accident Report If Available. (Contact LE Command or SJA for assistance in obtaining report.)

Witness Statements

Extent/Type of Injuries Sustained



Accident Synopsis (cont)

- Photos of accident scene, if possible, and photos of vehicle(s)/equipment involved in accident
- Action of victim/others and sequence of events of accident
- Emergency response (Time to respond, who responded, where victim was taken, time/place of death, etc.)
- Time and sequence of unit/unit Commanders/SDO/Safety Office notification.

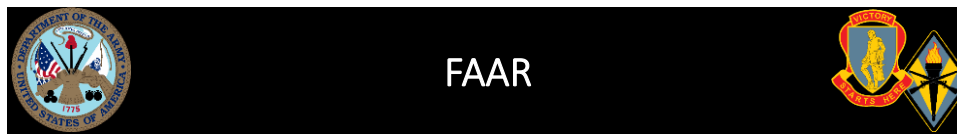


I-10 Fatality After Accident Review (Cont)



Causative/Contributing Factors (per DA Form 285)

- Physical description of equipment/vehicle (include inspection documentation, vehicle/equipment inspection service records, etc., if available, DA Form 285, Block 52)
- Use and type of safety equipment (seatbelt, antilock brakes, helmet, gloves, goggles, etc., DA Form 285, Block 38)
- Vehicle/equipment failures/malfunctions (Provide photos, documentation of failed/malfunctioned parts, etc., DA Form 285, Block 60)



Causative/Contributing Factors (cont) (per DA Form 285)

- Condition of Soldier (Blood Alcohol Content, Fatigue, etc., DA Form 285, Block 41)
- Explain who performed incorrectly and how (DA Form 285, Block 47; DA Form 285-AB-R, Block 36b & c)
- Reasons activity was performed incorrectly (DA Form 285, Block 46; DA Form 285-AB-R, Block 37)
- Identify/describe and leadership failure



I-10 Fatality After Accident Review (Cont)



FAAR



Unit's Safety Program Assessment

- Official/Training Holiday Safety Briefs and Other Unit Safety Briefings
- Vehicle of Equipment Inspections
- Leave Policy
- Awards Program
- Unit Safety Awareness Profile (Trained Safety Officer/NCO, Posters, NCO Wallet Cards, Safety Days, Risk Management Training/Implementation, etc.)

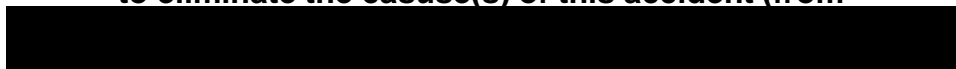


FAAR



After Accident Initiatives

- Explain how unit used lessons learned from this accident to brief unit members
- New safety programs or countermeasure initiated since accident
- Medical Interventions(Critical Incident Stress Debriefings, Individual counseling, OPDs/NCODP by Medical personnel, etc.)
- Discern Actions taken, planned, or recommended to eliminate the casuse(s) of this accident (from



I-11 FRB FAAR Findings and Recommendations Example

ATZJ-XX

X XXXXXX 20XX

MEMORANDUM FOR Commander, TRADOC

SUBJECT: Fatality Review Board (FRB) Fatality After Action Review (FAAR) Findings and Recommendations, (date of accident, type accident, victim name/rank)

1. The FRB met on (Date) to review the circumstances surrounding the subject accident. A copy of the FRB charts is enclosed.
2. Information and lessons learned from the accident/incident are as follows:
 - a. Background:
 - (1) Type accident/incident: (POV, training, recreation, etc.)
 - (2) Victim biography/personal data: (name, rank, unit, age, gender, duty status on-/off-duty, leave, pass, TDY, recently returned from overseas deployment, activated Reserve component, date activated)
 - (3) Accident synopsis: include relevant events 48 hours prior to accident/incident.
 - (4) Training, as appropriate to accident/incident type: (Defensive Driver Course, Remedial Driver Training, Motorcycle Driver Training, etc.)
 - (5) Experience/Currency, as appropriate: (How long had person been performing task/level of experience [e.g., number of years operating motorcycle, number of parachute jumps, etc.]
 - b. FAAR Assessments/findings.
 - (1) Causative/contributing factors: (Direct/indirect, leader failure, communication failure, etc.)
 - (2) Lessons-learned/after-action initiatives or recommendations: What could have been done to prevent this loss? Future losses?
 - (3) Recommendations: Who needs to do what, when, how?

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3. Information in this report is based on information currently available. The _____and/or_____ (police, autopsy, etc.) reports are still pending.
4. Corrective actions identified by the board have/have not been implemented.

Encl

NAME.
Major General, U.S. Army
Commanding

CF:
Commander, USAAC
TRADOC Surgeon

APPENDIX J FORT JACKSON PROTECTED RUN ROUTES

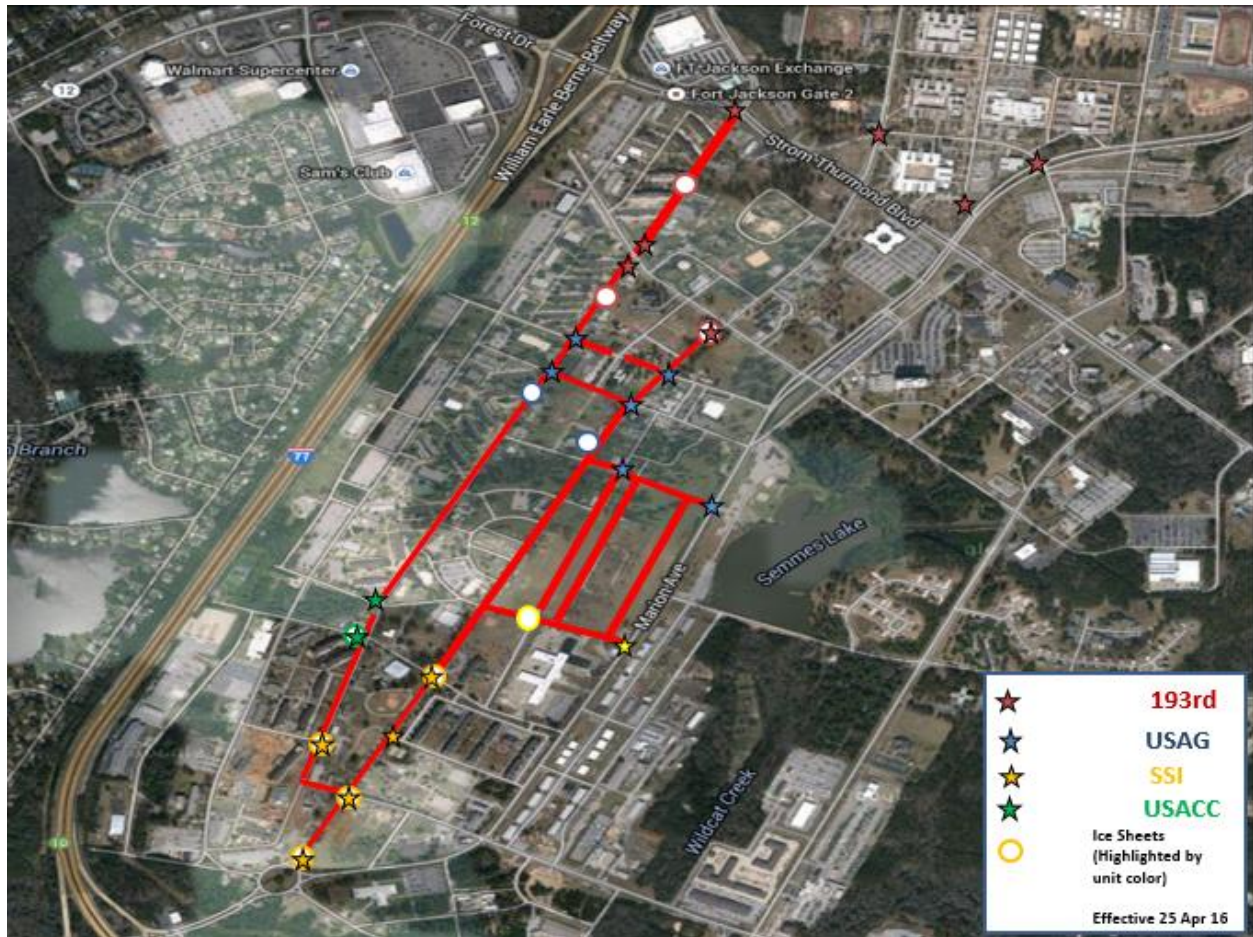


Figure J-1



Figure J-2

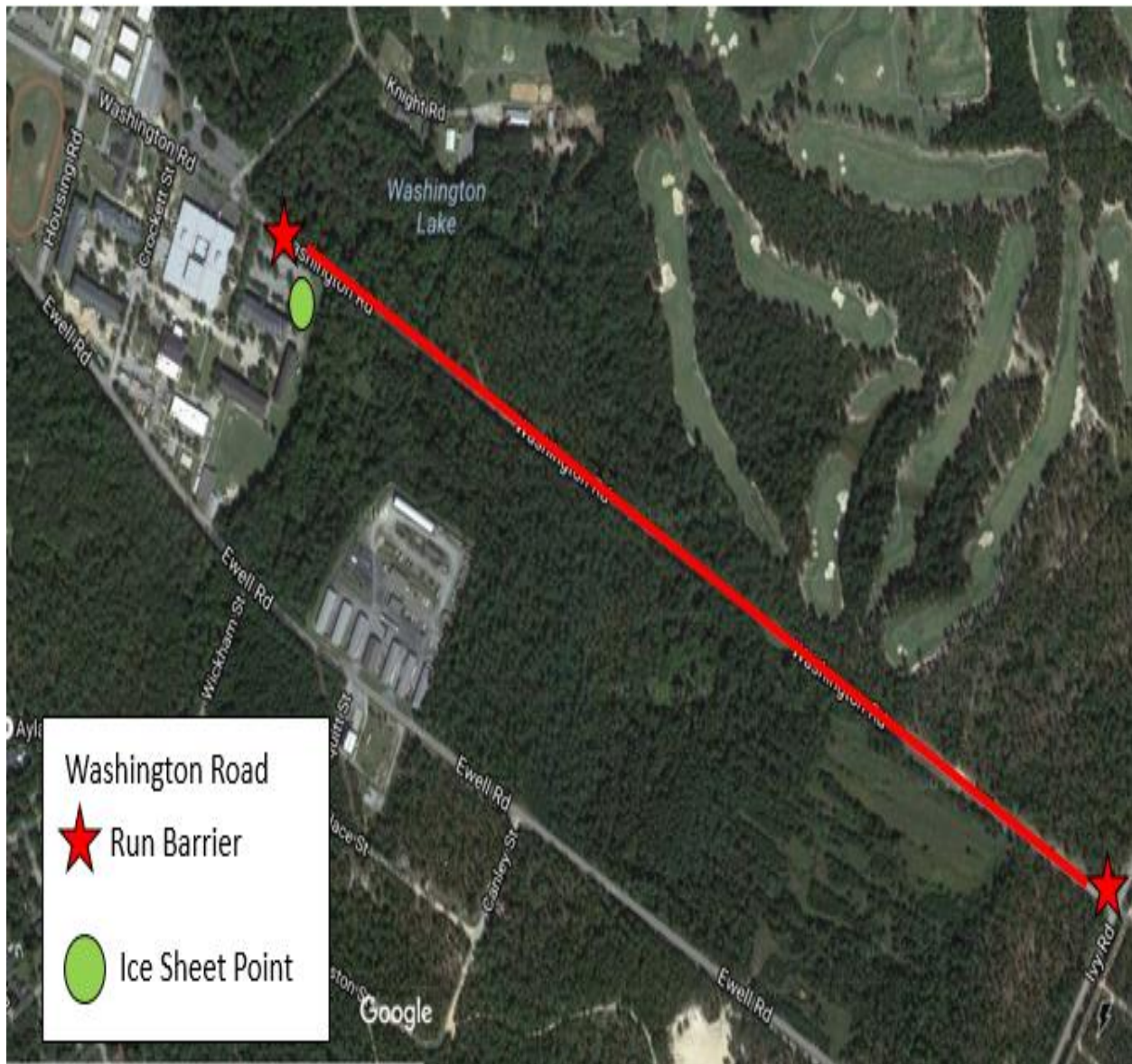


Figure J-3

FJ Reg 350-1
Training and Training Support

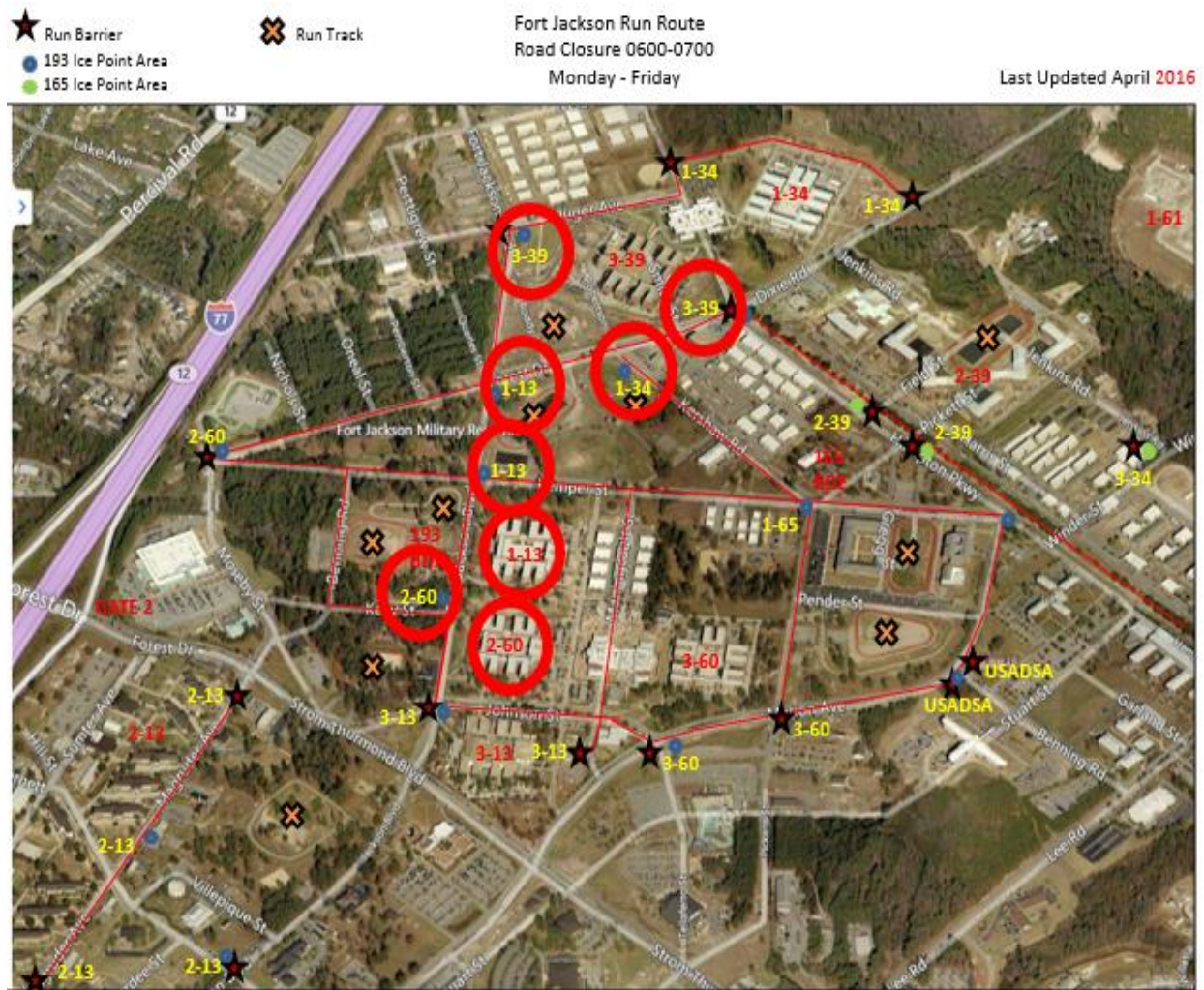


Figure J-4

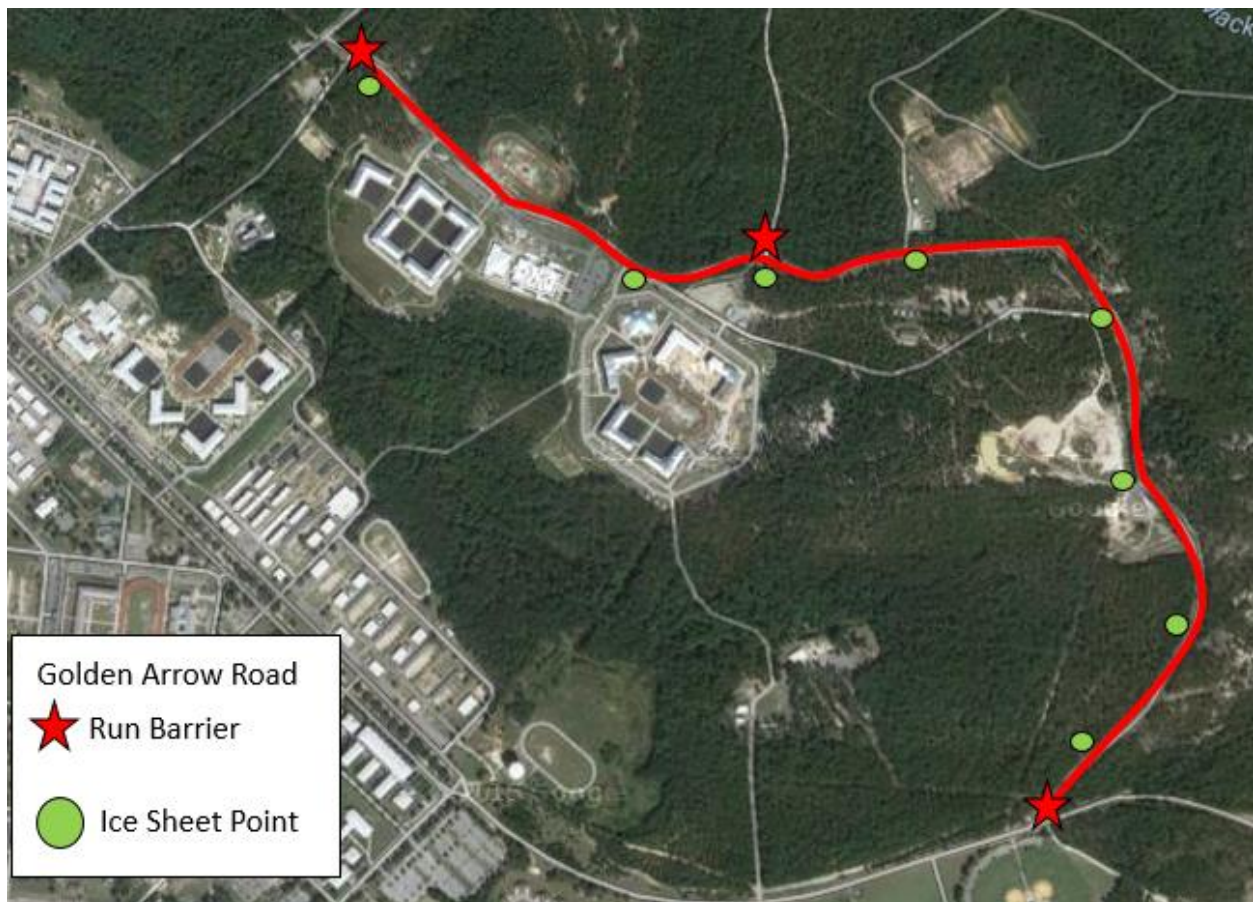


Figure J-5

APPENDIX K LIGHTNING PROTECTION / LIGHTNING ASSEMBLY AREAS

Range Name	Facility #	Certification
LAA: Lightning Assembly Area LPA: Lightning Protection Area		
Range 1		
TOWER	E5887	LPA
CHOW AREA	E5883	LPA
WPNS CLEANING AREA	E5888	LPA
BLEACHERS W/COVER	E5986	LPA
CADRE BLDG	E5889	LAA
Range 2		
TOWER	P0632	LPA
WPNS CLEANING AREA	No Number	LPA
BLEACHERS W/COVER	F6122	LPA
CHOW AREA	F6021	LAA
Range 3		
TOWER	F6143	LPA
CHOW AREA	F6142	LPA
BLEACHERS W/COVER	F6144	LPA
Range 4		
TOWER	F6461	LPA
WPNS CLEANING AREA	F6368	LPA
CHOW AREA	F6361	LPA
AMMO POINT	F6362	LAA
BLEACHERS W/COVER	F6462	LPA
Range 5		
TOWER	F6680	LPA
BLEACHERS W/COVER	No Number	LPA
CHOW AREA	F6791	LPA
BLEACHERS W/COVER	F6800	LPA
Range 6		
7912		LPA
7911		LPA
7907		LAA
7904		LAA
Range 7		
BLEACHERS W/COVER	G7012	LPA
CHOW AREA	G7024	LPA
AMMO POINT	G7025	LPA
TOWER	G7011	LPA
Range 8		

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Training and Training Support

BLEACHERS W/COVER		G7121	LPA
WPNS CLEANING AREA		G7137	LAA
AMMO POINT		G7136	LPA
TOWER		G7122	LPA
CADRE BLDG		G7131	LPA
	Range 9		
BLEACHERS W/ COVER		G7552	LPA
CADRE BLDG		G7345	LPA
CHOW AREA		G7551	LPA
CHOW AREA		G7354	LPA
WPNS CLEANING AREA		G7356	LAA
TOWER		G7347	LPA
CHOW AREA		G7566	LPA
	Range 10		
BLEACHERS W/COVER		No Number	LPA
CHOW AREA		No Number	LPA
	Range 11		
TOWER		H7374	LPA
WPNS CLEANING AREA		H7377	LAA
BLEACHERS W/COVER		H7372	LAA
CHOW AREA		H7365	LPA
	Range 12		
TOWER		H7574	LPA
CHOW AREA		H7476	LPA
WPNS CLEANING AREA		H7473	LAA
COVER FLAM. MAT. LOCKERS		H7579	LAA
	Range 13		
BLEACHERS W/COVER		H7773	LPA
CHOW AREA		No Number	LPA
	Range 14		
BLEACHERS W/COVER		J7907	LPA
BLEACHERS W/COVER		J7905	LPA
CHOW AREA		J7908	LPA
	Range 17		
BLEACHERS W/COVER		No Number	LPA
CHOW AREA		I3776	LPA
AMMO POINT		I3783	LAA
WPNS CLEANING AREA		I3778	LAA
	Range 18		
TOWER		H4001	LPA
AMMO POINT		H4008	LAA
BLEACHERS		No Number	LPA
CADRE BLDG/WPNR		H4002	LAA
CHOW AREA		H4006	LAA
BLEACHERS W/COVER		No Number	LPA

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	Range 19		
WPNS HOLDING AREA		No Number	LPA
	Range 20		
TOWER		2007	LPA
2008		LPA	
WPNS CLEANING POINT		No Number	LAA
	BASTOGNE RANGE		
TOWER		J5806	LPA
CHOW AREA		J5802	LPA
COVER FOR MG CLASS		J5817	LPA
COVER FOR CLAYMORE CLASS		J5823	LPA
BLEACHERS W/COVER		J5807	LPA
AMMO POINT		J5805	LAA
COVER FOR AT-4 CLASS		J5814	LPA
COVER FOR M203 CLASS		J5821	LPA
	OMAHA BEACH		
BLEACHERS W/COVER		O7162	LPA
CHOW AREA		O7177	LPA
MAIN BRIEF BLDG		O7151	LPA
MILES BLDG		O7152	LPA
BLEACHERS W/COVER		O7164	LPA
CHOW AREA		No Number	LPA
WPNS CLEANING AREA		E4811	LAA
	REMAGEN		
BLEACHERS W/ COVER		M6791	LAA
CHOW AREA		M7496	LPA
BLEACHERS W/ COVER		M7508	LPA
LIVE GRENADE MAIN QUAL BLDG		M7510	LPA
	ANZIO		
BUNKER		L7267	LAA
BUNKER		L7269	LAA
AMMO POINT		No Number	
WPNS CLEANING AREA		L7250	LAA
CHOW AREA		L7265	LPA
BLEACHERS W/COVER		L7255	LPA
BLEACHERS W/COVER		L7252	LPA
TOWER		L7249	LPA
TOWER		No Number	LPA
	CAMDEN		
CHOW AREA		No Number	LPA
WPNS CLEANING AREA		No Number	LAA
WPNS CLEANING AREA		No Number	LAA
	CHIP-YPNG-NI		
CADRE BLDG		L7290	LPA

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AMMO POINT		L7281	LPA
AMMO POINT		No Number	LPA
CHOW AREA		L7277	LPA
WPNS CLEANING POINT		L7287	LPA
BLEACHERS W/COVER		L7280	LPA
	MOUT Site		
COVERED AREA		No Number	LPA
COVERED AREA		No Number	LPA
BLDG		O7181	LPA
CONNEX BLDG's		No Number	
	NIC		
AMMO POINT BLDG		No Number	
BLEACHERS W/COVER		P8664	LPA
BLEACHERS W/COVER		P8662	LPA
MAIN TOWER		P8654	LPA
BLDG		P8652	LPA
BLDG		P8651	LPA
BLDG		P8653	LPA
CHOW AREA		No Number	LAA
	VICTORY TOWER		
BLEACHERS W/COVER		I1494	LPA
BLEACHERS W/COVER		I1497	LPA
FIRST AID STATION			
No Number		LPA	
	TEAM DEVELOPMENT		
SHED		No Number	
	FIT TO WIN I		
LIGHTENING PROTECTION AREA		E7438	LPA
SHED		E7439	LPA
CADRE BLDG		E7436	LAA
	FIT TO WIN II		
RANGE OFFICE		11008	LAA
CONNEX		No Number	
	LAND NAV.		
CHOW AREA		No Number	LPA
	NBC RANGE		
CHOW AREA		D5436	LAA
OPEN SHED		D5434	LAA
OPEN SHED		D5443	LAA
OPEN SHED		D5444	LAA
OPEN SHED		No Number	LAA
	CONFIDENCE COURSE		
CHOW AREA		D5501	LAA
CADRE BLDG		D5500	LAA

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BLEACHERS	D5502	LPA
BAC/PUGIL		
BLEACHERS	No Number	LPA
CHOW AREA	No Number	LPA
CADRE BLDG	D5852	LAA

APPENDIX L MEDEVAC PLAN

L-1. PURPOSE.

To provide guidance for the procedures and policies in the event of emergency medical evacuation occurring on Fort Jackson, South Carolina, and to outline overall responsibilities and actions of Fort Jackson agencies during a medical emergency. Detailed actions and procedures specific to a particular organization will be outlined in the unit specific SOP.

L-2. APPLICABILITY.

a. All military and civilian units, activities, and organizations organic to Fort Jackson. All tenant units on Fort Jackson. US Army Reserve and US Army National Guard when on the Installation.

b. Other DoD services, units, activities, organization and individuals when on the Installation. In accordance with Defense Federal Acquisition Regulation Supplement (MARS) 222.102-1, the Department of Labor is responsible for the administration and enforcement of the OSHA. Contractors will manage their internal safety program in accordance with OSHA Regulations (Title 29 CFR), their contract, and all other applicable National Consensus Standards Contract Safety oversight will be provided by Federal Occupational Health and Safety Administration Compliance personnel.

L-3. OBJECTIVES.

- a. Minimize post-accident injury and damage.
- b. To ensure the best means of transportation for a medical emergency patient are implemented.
- c. Preserve life, limb, and eyesight.
- d. Communicate timely and accurate information to the Command.

L-4. RESPONSIBILITIES.

- a. US Army Garrison (USAG, Fort Jackson):
 - (1) Responsible for communicating and implementing the plan.
 - (2) Ensure effective coordination between all organizations involved in emergency response, to include off-post agencies as required.

(3) Ensure that viable means exist to promptly evacuate injured personnel to appropriate medical facilities.

(4) Conduct a catastrophic event rehearsal annually, ensuring that all emergency response elements demonstrate effective coordination and are prepared for contingency operations.

b. DPTMS, range operations:

(1) Ensure unit commands have properly trained range; officers in charge and RSOs in their duties to include proper instruction of MEDEVAC procedures as a part of their range certification program.

(2) Maintain continuous communications with training units OICs/RSOs to enable immediate actions in the event of medical emergency.

(3) Ensure range operations personnel are properly trained to assist training units and emergency response agencies with emergency evacuations.

(4) Ensure designated landing zone (LZ) and ambulance exchange point (AXP) coordinates (Lat/Long) are provided to the Directorate of Emergency Services (DES) for dissemination to AIRMEDEVAC providers and DES Emergency responders, this data will also be provided to the installation training area management team (ITAM) and the Fort Jackson GIS analyst for incorporation into the Fort Jackson mapping system.

(5) Ensure that designated LZ's and AXP's are marked and maintained at all times to accommodate a MEDEVAC and AIRMEDEVAC mission.

(6) Work in unison with DES to ensure MEDEVAC procedures are synched, effective and understood.

(7) Take part in MEDEVAC rehearsals to maintain and ensure effective procedures are in place.

c. DES:

(1) Maintain a high state of readiness, prepared to respond to all emergencies on Fort Jackson.

(2) Ensure effective coordination and cooperation with internal and external agencies, to include AIRMEDEVAC providers and other emergency response agencies.

(3) Ensure all subordinate agencies and personnel, to include entry gate security personnel, understand the MEDEVAC Plan.

(4) Provide incident commander for all accidents/incidents occurring on, or involving, the installation.

d. US Army Medical Department Activity (USA MEDDAC):

(1) Conduct a Mass Casualty exercise annually to ensure transportation and triage capabilities, and to reinforce cooperative efforts with internal and external emergency response agencies.

(2) Develop, publish, and as required, implement the mass casualty plan.

L-5. ACCIDENT/MEDICAL EMERGENCY.

a. Affected Organization or First Responder:

(1) Senior person present assumes command and control of the accident/incident scene until arrival of the appropriate emergency response agency, and assists with emergency efforts as directed by emergency personnel. First arriving responder assumes command and control of the Incident scene.

(2) Implements emergency lifesaving and evacuation measures to preserve the loss of life, limb, and eyesight.

(3) Initiates emergency response via the following means:

(a) Primary: E911 via telephone 803-751-9111 (If cell phone is used, direct operator to connect to Fort Jackson E911 services).

(b) Alternate 1: Range operations via XTS 2500/5000/7500 Motorola radio. All units will have XTS Motorola radio prior to occupying any training area as range operations SOP.

(c) Alternate 2: Range operations at 803-751-7171/4732.

(4) Move all personnel a safe distance, and upwind, from all accident scenes involving, or posing a threat of, fire, smoke, chemical release.

(5) Implement efforts to preserve equipment, property, and facilities, if safe to do so.

b. Range operations (for accidents within the training area complex):

(1) Contacts installation emergency response providers, as required.

(2) Clears the net for emergency traffic.

(3) If required, places all live-fire ranges into a "cold" status until the emergency has been resolved, to facilitate evacuation procedures.

(4) In the event AIRMEDEVAC is required, coordinate airspace activities, to include establishment of air routes through FJ airspace over the training area complex. (AIRMEDEVAC will use most direct route, therefore all live-fire ranges must go cold if an AIRMEDEVAC is utilized).

(5) Preparation of the training accident/incident report (TA/IR) forwarded through DPTMS Director to the EOC.

(6) If necessary, provide a range operations vehicle to lead emergency vehicles to accident/incident site.

(7) If required, surges range medics and field ambulances from high risk training events (once cold) to accident/incident site.

(8) Note: In the absence of emergency responders, provide command and control for AIRMEDEVAC operations.

c. Fort Jackson Emergency Medical Service:

(1) Initiate AIRMEDEVAC response based on information given via DES dispatch, HHBn medics, or range operations.

(2) Provide on-site EMS command for emergency response upon arrival at accident scene.

(3) Provide emergency rescue medical response, and as required, coordinate and communicate with inbound flight medical crew.

(4) In the absence of FJFD, provide command and control for AIRMEDEVAC landing operations.

d. Fort Jackson Provost Marshal's Office:

(1) Provide on-site incident commander for emergency response upon arrival at accident scene.

(2) Provide traffic control as required at the incident scene.

(3) Provide accident scene security to preserve incident scene for investigative agencies.

(4) If required, coordinates and facilitates the entrance of off-post emergency response assets at the installation entry point and guide them to the accident scene or staging area.

e. Emergency Operations Center:

(1) Ensures appropriate command and agency notifications have been made IAW Fort Jackson notification plan.

(2) As required, assists with notification of external emergency response agencies.

L-6. AMBULANCE EXCHANGE POINTS (AXP)/LANDING ZONES (LZ's).

a. Ambulance exchange points (AXP's) are pre-designated locations where training units may transfer injured Soldiers to EMS personnel, and is intended to expedite movement of casualties with severe injuries towards advanced medical support. It is not required to transport casualties to an AXP unless the medical emergency (determined by qualified medic or CLS) dictates such a move.

(1) All cadre must know the location of each AXP's and LZ's.

(2) AXP/LZ consideration will be included in the Risk Management process for each operation and training event and will be addressed in the Risk Assessment.

(3) AXP's Locations: (See AXP locations chart L-1)

(4) AIRMEDEVAC landing zone locations: (See landing zone locations chart L-2)

b. Transport to AXP's /AIRMEDEVAC LZ's:

(1) Qualified medics or CLSs will make transportation determination. (It is not required to transport casualties to an AXP unless the medical emergency dictates such a move).

(2) If approved, injured personnel will be moved to the nearest AXP/LZ, range operations will be notified of the move. Range operations will notify DES and incoming ambulance of location change via phone or vehicle guide to location.

(3) Injured personnel will not be transported to an AXP/LZ if one of the following conditions exist:

(a) Any indication of cardiopulmonary related conditions.

(b) Any patient suspected to have multiple fractures or injuries.

(c) Gunshot wounds or other penetrating trauma.

(d) Motor vehicle accidents.

(e) Any injury suspected to have caused neck or spine trauma. (Examples: Neck or back pain, head injuries, falls of more than four (6) foot falls accompanied with decrease mobility, full or partial paralysis.)

(4) If in a training area and unable to transport the injured person to the AXP, a unit guide will meet EMS personnel at a designated AXP and lead them to the accident site.

L-7. Ground Evacuation Procedures.

a. Individuals reporting an emergency will indicate type of emergency and if injuries, severity of injury.

b. Primary means of evacuation will generally be by ground transportation.

c. Head, spinal, and penetrating trauma injuries, as well as those injuries with the potential to cause a loss of life, limb, or eyesight, will automatically generate AIRMEDEVAC consideration.

d. If such potential exists, E911 emergency dispatch will notify the AIRMEDEVAC service provider to prepare for flight operations.

e. EMS medical personnel or lead paramedic will confirm the requirements for AIRMEDEVAC. Incident commander will confirm the requirement for AIRMEDEVAC LZ.

L-8. AIR MEDICAL EVACUATION (AIRMEDEVAC) PROCEDURES.

a. Individuals reporting an accident will indicate the severity of injury.

b. Paramedics and fire department personnel, should consider calling for AIRMEDEVAC assistance in any of the following situations:

(1) Critical trauma or medical patients.

(2) Ground travel to trauma center in excess of 20 minutes.

(3) Extended extrication time.

(4) MASCAL situations with critical patients.

(5) Patients judged to be at high risk based on mechanism of injury.

(6) Critical patient is located east of Wildcat Road.

(7) Head, spinal, and penetrating trauma injuries, as well as those injuries with the potential to cause a loss of life, limb, or eyesight, will automatically generate AIRMEDEVAC consideration. If such potential exists, E911 emergency dispatcher will notify the AIRMEDEVAC service provider to prepare for flight operations.

c. Once EMS personnel have determined that air medical evacuation is needed at the scene of an emergency, the Incident Commander will confirm, the Incident Commander will be notified, EMS will provide dispatchers with the following information.

(1) Type of emergency.

(2) Number of patients.

(3) Condition of patients.

(4) Provide dispatcher with latitude and longitude grid coordinates or major cross street information. Dispatchers will notify range operations of emergency aircraft entering Fort Jackson air space.

(5) Fort Jackson Emergency Response will establish fire ground channel as primary communication channel for LZ operations and relay the information to dispatch for the responding helicopter.

(6) Establish LZ command.

d. Fort Jackson Emergency Response elements will assume LZ control upon their arrival at the accident site and will coordinate all further AIRMEDEVAC operations. In the event AIRMEDEVAC arrives on scene prior to emergency response personnel the following (in order) will assume LZ control and prepare LZ for AIRMEDEVAC: range operations and affected organization.

L-9. AIRMEDEVAC REQUEST.

a. Initial AIRMEDEVAC notification will not be delayed for information accumulation. Accident location, number of patients, and severity of injury(s) will suffice for preliminary notification.

LINE 1: Location of pick-up site (range / training area / LZ or AXP Number)

LINE 2: Unit requesting MEDEVAC (CO/BN/BDE)

LINE 3: Number of patients by type

- A. Urgent
- B. Priority
- C. Routine

LINE 4: Special equipment require

- A. NONE
- B. HOIST
- C. EXTRACTION EQUIPMENT
- D. VENTILATOR
- E. DEFIBULATOR

LINE 5: Number of Patients by type

- L. LITTER
- A. AMBULATORY

LINE 6: Security of the pick-up site

LINE 7: LZ/Ambulance Exchange point (AXP) Number (if used)

LINE 8: Patient Status

LINE 9: Terrain Description

- Method of marking the LZ (temporary marking means will not be used unless directed by FJFD or AIREVAC crew).

Note: Equipment required to have on hand by range operations and all units in training at of Fort Jackson are: Panel Marker, (NSN: 8345-001746865) and Light, Marker, Distress, (NSN: 6230-014488340). This equipment or any other temporary visual marking will not be used unless requested by the Pilot in Charge (PIC).

- Communication between AIRMEDEVAC and LZ control will be established as soon as possible and will be maintained until the emergency has been resolved.

e. The AIRMEDEVAC aircraft may require subsequent information to include:

- (1) Size of LZ
- (2) Obstacles
- (3) Wind direction
- (4) Slope of the LZ terrain

f. The senior Emergency Response Fire Officer on scene shall ensure that the following LZ requirements are met.

(1) That an area 100 ft. x 100 ft. free of trees, wires, vehicles and loose debris is designated as the landing zone.

(2) That the area chosen does not slope in excess of 7 degrees.

- (3) Ensure if area is extremely dusty that the area be wet down, if possible.
- (4) Ensure marking devices are secured to the ground (strobes, flares, lighting equipment).
- (5) Ensure the landing zone is upwind and uphill of any hazardous materials (fuels, and chemical spills).
- (6) For night landings, keep emergency vehicle rooftop lights illuminated. Utilize spotlights to identify landing site and adjacent hazards.
- (7) Per local air evacuation services ensure no ground guide personnel are positioned in the LZ to direct aircraft during landings.
- (8) Firefighters will stand by with fire apparatus and dress in full personnel protective equipment during take-off and landings.

g. Safety Precautions for AIRMEDEVAC:

- (1) IAW external agency AIRMEDEVAC procedures, ground signal personnel will not be used in the LZ to guide incoming aircraft.
- (2) Smoke, strobe, or any other temporary visual marking, will not be used unless requested by the Pilot in Command (NC).
- (3) Day and night methods of marking LZ will be maintained in Emergency vehicles. Any equipment or other temporary visual marking will not be used unless requested by the Pilot in Charge (PIC).
- (4) Vehicles and personnel will remain at least 200 feet from the LZ
- (5) Patient(s) will be protected from blowing debris.
- (6) Personnel will not approach the aircraft unless directed to do so by flight crewmember.
- (7) Approach aircraft from the front at a 45-degree angle unless otherwise directed by flight crew.
- (8) Stay clear of tail rotor.
- (9) No smoking within 200 feet of aircraft.

(10) Do not attempt to open or close helicopter doors unless directed to do so by flight crew.

(11) Do not lift any item, such as IV poles, above head.

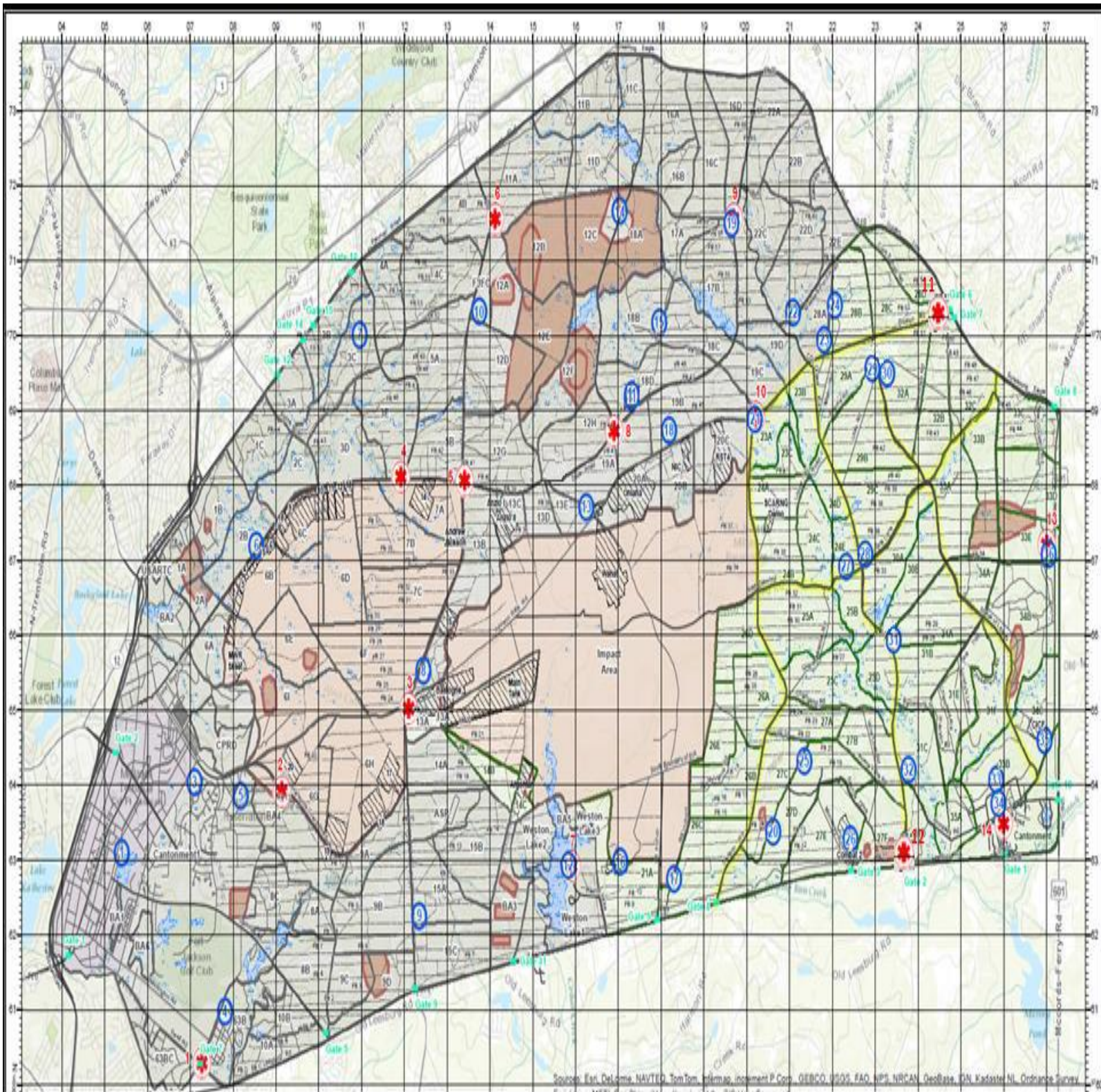
(12) Follow flight crew instructions at all times.

(13) Assist with patient loading only if asked.

(14) All personnel shall wear hearing protection and securely fastened helmets around aircraft.

(15) Headgear (other than properly secured helmets) will not be worn in or around LZ and should be removed and secured, along with any other items that could be picked up by rotor wash.

**CHART L-1 AXP LOCATIONS (CHECKPOINT INFORMATION/LOCATIONS) to
APPENDIX L (MEDEVAC PLAN) to FJ 350-1**



**CHART L-2 (AIRMEDEVAC LANDING ZONE INFORMATION) to APPENDIX L
(MEDEVAC) to FJ 350-1**

Landing Zone:	Coordinates:	Designation:	Location:
Fort Jackson LZ-1	34.008415,- 80.941573	MEDEVAC	Marion Avenue at Semmes Lake
Fort Jackson LZ-3	34.016955,- 80.923106	Training	Lee Road at Chaplain School Parking Lot
Fort Jackson LZ-4	33.989369,- 80.915512	Training	Ivy Road at Fire Department Training Ground
Fort Jackson LZ-5	34.014714, - 80.912127	MEDEVAC	Hilton Field Parade Ground
Fort Jackson LZ-6	34.045454,- 80.907445	Training	Dixie Road across from Range 5
Fort Jackson LZ-7	34.070761,- 80.88127	MEDEVAC	Training Area 3C on Fire Break 51
Fort Jackson LZ-8	34.030305,- 80.865182	MEDEVAC	Wildcat Road North of Bastogne Range
Fort Jackson LZ-9	34.000776,- 80.866283	MEDEVAC	Training Area 15A on Wildcat Road
Fort Jackson LZ-10	34.073536,- 80.85107	MEDEVAC	Fort Jackson Fliers Club on Wildcat Road
Fort Jackson LZ-11	34.062821, - 80.812039	MEDEVAC	Training Area 18D on Johnson Rifle Road
Fort Jackson LZ-12	34.006919,- 80.828623	MEDEVAC	Weston Lake Recreation Area
Fort Jackson LZ-13	34.050028,- 80.823953	MEDEVAC	Entrance to Wanat Range on Johnson Rifle Road
Fort Jackson LZ-14	34.085566,- 80.815461	MEDEVAC	Salem Road and North Tower Road
Fort Jackson LZ-15	34.072161,- 80.805518	Training	Training Area 18B on Woods Road
Fort Jackson LZ-16	34.007232,- 80.815449	Training	Training Area 21A on Kasserine Road
Fort Jackson LZ-17	34.005131,- 80.801855	Training	Training Area 26C on Inchon Road
Fort Jackson LZ-18	34.059211,- 80.803047	Training	MOUT Site on Johnson Rifle Road
Fort Jackson LZ-19	34.084178,- 80.787117	MEDEVAC	Dixie Road and North Tower Road
Fort Jackson LZ-20	34.010825,- 80.776783	Training	Training Area 27D on Palo Alto Road
Fort Jackson LZ-21	34.059270, - 80.782574	MEDEVAC	Training Area 20C on Division Road

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Fort Jackson LZ-22	34.073269,- 80.771603	Training	Training Area 22D on Messer's Pond Road
Fort Jackson LZ-23	34.070057,- 80.763596	Training	Training Area 28A on Division Road
Fort Jackson LZ-24	34.074165,- 80.760989	Training	Training Area 28B on Miami Road
Fort Jackson LZ-25	34.019325,- 80.768914	Training	Training Area 27D on Palo Alto Road
Fort Jackson LZ-26	34.009921,- 80.757172	Training	Combat 2 Range on Monterey Road
Fort Jackson LZ-27	34.042749,- 80.758269	Training	Training Area 24E on Red Diamond Road
Fort Jackson LZ-28	34.044199,- 80.753379	Training	Colonel's Creek Road and Red Diamond Road
Fort Jackson LZ-29	34.066519,- 80.751458	MEDEVAC	Statue of Liberty Road and Division Road
Fort Jackson LZ-30	34.065962,- 80.747829	Training	Training Area 32A on Statue of Liberty Road
Fort Jackson LZ-31	34.033851,- 80.746257	MEDEVAC	Training Area 31A on Colonel's Creek Road
Fort Jackson LZ-32	34.018196,- 80.742447	Training	Colonel's Creek Road and Compass Road
Fort Jackson LZ-33	34.01696,- 80.720356	Training	Tactical Vehicle Staging Area North of LZ 34
Fort Jackson LZ-34	34.014108,- 80.719697	MEDEVAC	PT Track McCrady Training Center Cantonment Area
Fort Jackson LZ-35	34.021712,- 80.708073	Training	MOUT Site on Golden Lion Road
Fort Jackson LZ-36	34.044147,- 80.706916	MEDEVAC	Training Area 33E Golden Lion Road

APPENDIX M

ADDITIONAL DUTY REQUIREMENTS FOR ATC BATTALIONS AND COMPANIES

These tables are organized by each ATC staff section / proponent during a unit command inspection, and identify if a battalion or company level primary and / or alternate additional duty officer / NCO is required.

G/S 1 - ADDITIONAL DUTIES BREAKDOWN			
<u>Area of Inspection</u>	<u>Level of Inspection</u>	<u>Regulation</u>	<u>Appointment Orders Authority</u>
AWOL	BN Primary	AR 630-10	Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
Line Of Duty (LOD) Administer	BN Primary	AR 600-8-4	Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
Enlisted Promotions Administer	BN Primary	AR 600-8-19	Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
Sponsorship Officer	BN Primary	AR 600-8-8	Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
Sponsorship NCO	BN Primary		Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
Leaves and Passes Administer	BN Primary	AR 600-8-10	Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander

	CO Alternate		Unit Commander
Army Substance Abuse Program Administer	BN Primary	AR 600-85	Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
Reassignment NCO	BN Primary	AR 614-200	Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
Family Care Plan Officer	BN	AR 600-20	Unit Commander
	CO		Unit Commander
Unit Mail Clerk	BN Primary	AR 600-8-3	Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
Army Body Composition Program Officer	BN	AR 600-9	Unit Commander
	CO		Unit Commander
Army Body Composition Program NCO	BN Primary		Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
Voting Assistance Officer	BN	AR 608-20	Unit Commander
	CO		Unit Commander
Voting Assistance NCO	BN		Unit Commander
	CO		Unit Commander

G/S 2 - ADDITIONAL DUTIES BREAKDOWN			
<u>Area of Inspection</u>	<u>Level of Inspection</u>	<u>Regulation</u>	<u>Appointment Orders Authority</u>
Separate and Secure	BN Primary	TR 350-6	Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
OPSEC Officer	BN Primary	AR 530-1	Unit Commander
	BN Alternate		Unit Commander
OPSEC NCO	BN Primary		Unit Commander
	BN Alternate		Unit Commander
Physical Security Officer	BN Primary	AR 190-13	Unit Commander
	CO Primary		Unit Commander
Physical Security NCO	BN Primary		Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
Administrative Key Control Officer	BN Primary		Unit Commander
	CO Primary		Unit Commander
Administrative Key Control NCO	BN Primary		Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
Arms, Ammunition & Explosives Key Control Officer	BN Primary	AR 190-11	Unit Commander
	CO Primary		Unit Commander
Arms, Ammunition & Explosives Key Control NCO	BN Primary		Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
Ammunition / Amnesty Officer	BN Primary		Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander

	CO Alternate		Unit Commander
Ammunition / Amnesty NCO	BN Primary		Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
AMMO HANDLER (ONE DAY FT. JACKSON CLASS)	CO Primary	BDE SOP	N/A
	CO Alternate		
	CO Alternate		
	CO Alternate		
Arms Room NCO	CO Primary	AR 190-11	Unit Commander
	CO Alternate		Unit Commander
Crime Prevention Officer	BN Primary	AR 190-16	Unit Commander
	CO Primary		Unit Commander
Crime Prevention NCO	BN Primary		Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
Protective Seals NCO	BN Primary	AR 190-51	Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
EMERGENCY SHELTER MANAGER	BN PRIMARY	BDE SOP	N/A

G/S 3 ADDITIONAL DUTIES BREAKDOWN			
<u>Area of Inspection</u>	<u>Level of Inspection</u>	<u>Regulation</u>	<u>Appointment Orders Authority</u>
Taskings NCO	BN Primary	ADRP 7-0	N/A
Training NCO	BN Primary	Unit SOP	N/A
	CO Primary		N/A
Cadre Certification NCO	BN Primary	TR 350-16	N/A
	CO Primary		N/A
	BN Primary	AR 350-1	N/A

Training Policies, Procedures and Admin NCO	CO Primary		N/A
ATRRS Management NCO	BN Primary	TR 350-18	N/A
	CO Primary		N/A
Training Management NCO	BN Primary	ADRP 7-0	N/A
	CO Primary		N/A
DTMS NCO	BN Primary	AR 350-1	N/A
	CO Primary		N/A

G/S 4 ADDITIONAL DUTIES BREAKDOWN			
<u>Area of Inspection</u>	<u>Level of Inspection</u>	<u>Regulation</u>	<u>Appointment Orders Authority</u>
Command Supply Discipline Officer	BN	AR 735-5	Unit Commander
	CO		Unit Commander
CIF & DRMO Turn-In NCO	BN	AR 710-2	Unit Commander
	CO		Unit Commander
Property Accountability Officer	BN	AR 735-5	Unit Commander
	CO		Unit Commander
Property Accountability NCO	BN		Unit Commander
	CO		Unit Commander

G/S 6 ADDITIONAL DUTIES BREAKDOWN			
<u>Area of Inspection</u>	<u>Level of Inspection</u>	<u>Regulation</u>	<u>Appointment Orders Authority</u>
Information Technology NCO	BN	AR 25-1	Unit Commander
	CO		Unit Commander

G/S 8 ADDITIONAL DUTIES BREAKDOWN			
<u>Area of Inspection</u>	<u>Level of Inspection</u>	<u>Regulation</u>	<u>Appointment Orders Authority</u>
GFEBS Roles NCO	BN Primary		Unit Commander
Goods and Services Acceptance NCO	BN Primary		Unit Commander
Government Purchase Card NCO	BN Primary		Unit Commander
Defense Travel System NCO	BN Primary	TR 37-2	Unit Commander
Government Travel Card NCO	BN Primary	TR 37-3	Unit Commander
Acquisition Management Oversight NCO	BN Primary	AR 70-1	Unit Commander
Manpower and Equipment/TDA NCO	BN Primary	AR 570-4	Unit Commander
Army Emergency Relief (AER) Officer	BN Primary	AR 930-4	Unit Commander
	CO Primary		Unit Commander

Army Emergency Relief (AER) NCO	BN Primary	AR 600-29	Unit Commander
	CO Primary		Unit Commander
Combined Federal Campaign (CFC) Officer	BN Primary		Unit Commander
	CO Primary		Unit Commander
Combined Federal Campaign (CFC) NCO	BN Primary		Unit Commander
	CO Primary		Unit Commander

Safety ADDITIONAL DUTIES BREAKDOWN			
<u>Area of Inspection</u>	<u>Level of Inspection</u>	<u>Regulation</u>	<u>Appointment Orders Authority</u>
Additional Duty Safety Officer	BN Primary	AR 385-10	Unit Commander
	CO Primary		Unit Commander
Additional Duty Safety NCO	BN Primary		Unit Commander
	CO Primary		Unit Commander
Motorcycle NCO	BN Primary		Unit Commander
	CO Primary		Unit Commander
Energy Conservation Officer	BN Primary	AR 420-1	Unit Commander
	CO Primary		Unit Commander
Energy Conservation NCO	BN Primary		Unit Commander
	CO Primary		Unit Commander
Environmental Compliance Officer	BN Primary	AR 200-1	Unit Commander
	CO Primary		Unit Commander
Environmental Compliance NCO	BN Primary		Unit Commander
	CO Primary		Unit Commander
Fire Marshall	BN Primary	AR 420-1	Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
Army Hearing Program	BN Primary	DA PAM 40-501	Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
AED Monitor	BN Primary	TR 1-18	Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander

SJA ADDITIONAL DUTIES BREAKDOWN			
<u>Area of Inspection</u>	<u>Level of Inspection</u>	<u>Regulation</u>	<u>Appointment Orders Authority</u>
Administrative Separations NCO	BN Primary	AR 635-200	Unit Commander
Separations NCO	BN Primary		Unit Commander
Transfers NCO	BN Primary		Unit Commander
UCMJ NCO	BN Primary	AR 27-10	Unit Commander
	CO Primary		Unit Commander

PREVENTATIVE MEDICINE ADDITIONAL DUTIES BREAKDOWN			
<u>Area of Inspection</u>	<u>Level of Inspection</u>	<u>Regulation</u>	<u>Appointment Orders Authority</u>
Field Sanitation Officer	BN Primary	FM 4-25.12	Unit Commander
	CO Primary		Unit Commander
Field Sanitation NCO	BN Primary		Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
MEB Officer	BN Primary	AR 40-501	N/A
	CO Primary		N/A
CLS Bags NCO	CO Primary	TR 350-6	N/A
MEDPROs	CO Primary	AR 40-501	N/A
Dental Readiness	CO Primary		N/A

UMT ADDITIONAL DUTIES BREAKDOWN			
<u>Area of Inspection</u>	<u>Level of Inspection</u>	<u>Regulation</u>	<u>Appointment Orders Authority</u>
Worship Services NCO	BN Primary	FM 1-05	Unit Commander
UMT Programs NCO	BN Primary		Unit Commander
Counseling NCO	BN Primary		Unit Commander
UMT Personnel NCO	BN Primary		Unit Commander
Command Master Religious Plan NCO	BN Primary		Unit Commander

EO / SHARP ADDITIONAL DUTIES BREAKDOWN			
<u>Area of Inspection</u>	<u>Level of Inspection</u>	<u>Regulation</u>	<u>Appointment Orders Authority</u>
Equal Opportunity NCO	BN Primary	AR 600-20	Unit Commander

	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
SHARP NCO	BN Primary		Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander

RETENTION ADDITIONAL DUTIES BREAKDOWN			
<u>Area of Inspection</u>	<u>Level of Inspection</u>	<u>Regulation</u>	<u>Appointment Orders Authority</u>
Retention NCO	BN Primary	AR 601-280	Unit Commander
BARs NCO	BN Primary		Unit Commander
Flags NCO	BN Primary	AR 600-8-2	Unit Commander