

**DEPARTMENT OF THE ARMY  
HQ, US ARMY TRAINING CENTER AND FORT JACKSON  
FORT JACKSON, SOUTH CAROLINA 29207  
FORT JACKSON REGULATION 350-1 w/CHANGES 1 and 2**

**11 July 2022**

**TRAINING AND TRAINING SUPPORT ACTIVITIES**

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**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.

//Original Signed//  
PATRICK R. MICHAELIS  
Brigadier General, U.S. Army  
Commanding

OFFICIAL:

DUDLEY  
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)  
Leader Training Brigade (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 Regulation 350-1 dated 9 April 2018, 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 (**Training**), and provides specific training management procedures (**Training Support**) 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 capability and capacity of Fort Jackson to respond to a rapid expansion of the Army and provide a strategic platform to increase 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.

### **2. Four enduring priorities.**

- (a) Basic Combat Training
- (b) Leader Development
- (c) Quality of Life
- (d) Command Outreach

### **3. 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 as published by the proponent of basic training, the Leader Training Brigade (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 program of instruction, any proposed changes or updates to specific lesson plans will be coordinated through the Leader Training Brigade (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 program of instruction published by the Leader Training Brigade, 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 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://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. **Motorcycle Safety**. 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, reflective vest, 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. (Reference OSHA 1910.1200)

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. **Initial entry training (IET) Requirements.** All IET cadre should 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.

(2) **IET Company Commanders & First Sergeants Course (CCFSC).** 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).** 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 Cadre Training Course provides brigade/battalion staff officers and senior non-commissioned 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 Support Cadre Training Course 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 Installation Staff and Contractors Training Course (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**

<b>BRIGADE AND BATTALION LEVEL POSITIONS</b>	<b>PCC</b>	<b>CCFSC</b>	<b>CTC</b>	<b>SCTC</b>	<b>ISCTC</b>
Commander	<b>X</b>				
XO			<b>X</b>		
CSM	<b>X</b>				
Staff Officers			<b>X</b>		
Chaplain			<b>X</b>		
Staff NCOIC'S (E-7 thru E-9)			<b>X</b>		
Operations NCOIC (E-7 thru E-9)			<b>X</b>		
Staff Clerks (S1, S2, S3, S4, S6)				<b>X</b>	
Processing NCO'S				<b>X</b>	
Processing Clerks				<b>X</b>	
Chaplain Assistants				<b>X</b>	
Bn Operations NCOIC				<b>X</b>	
DFAC Employees					<b>X</b>

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AAFES Shoppettes Clerks					X
<b>COMPANY LEVEL POSITIONS</b>	<b>PCC</b>	<b>CCFSC</b>	<b>CTC</b>	<b>SCTC</b>	<b>ISCTC</b>
Co CDR		X			
Co XO			X		
First Sergeant		X			
Platoon Sergeants					
*Squad Leaders				X	
Unit Armorers				X	
Unit Supply Personnel				X	
<b>SCHOOL &amp; CENTER POSITIONS</b>	<b>PCC</b>	<b>CCFSC</b>	<b>CTC</b>	<b>SCTC</b>	<b>ISCTC</b>
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		
<b>INSTALLATION AGENCIES</b>	<b>PCC</b>	<b>CCFSC</b>	<b>CTC</b>	<b>SCTC</b>	<b>ISCTC</b>
<b><u>The following personnel include, but are not limited to</u></b>					
Installation Staff/Personnel					X
Medical Personnel					X
Dental Personnel					X
Reception Battalion Processing Personnel (Military)				X	

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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).

1 **SECTION 3**  
2 **TRAINING MANAGEMENT**

3  
4 **3-1. TRAINING MANAGEMENT.**

5 Fort Jackson trains a greater percentage of basic combat training than any other  
6 training center in the United States Army. When combined with the Soldiers who  
7 conduct training at the United States Army Drill Sergeant Academy, the Soldier Support  
8 Institute, the DoD Chaplaincy Center, the Navy Individual Augmentee for Combat  
9 Training, and a host of smaller, transient schools, the need for adequate training  
10 management practices becomes obvious. The procedures listed below serve as a  
11 framework for how the doctrinal concepts are applied at Fort Jackson.

12  
13 a. **Annual Training Guidance (ATG) and Base Order.** These two documents  
14 govern the anticipated major events for the year, and codify the requirements which  
15 govern how Fort Jackson operates.

16  
17 b. **Quarterly Training Briefs (QTB).** Subordinate brigades will prepare and conduct  
18 a quarterly training brief to the Commanding General. This touch point provides the  
19 Commanding General an opportunity to review progress and provide guidance to the  
20 brigade and battalion command teams. The QTB is scheduled on the second month of  
21 every quarter.

22  
23 c. **G3/S3 Sync meeting and Weekly Fragmentary Order (FRAGORD).** G3  
24 conducts a weekly G3/S3 Sync meeting on Wednesdays at 1300 in the Post  
25 Conference Room. Primary audience is brigade level S3s from across the installation  
26 (training brigades and partners in excellence). The G3/S3 Sync serves as a reminder of  
27 upcoming events that were published in the base OPORD and coordinates activities or  
28 events that were not planned as part of the base OPORD. The weekly FRAGORDS  
29 publishes deviations from the base order, taskings, and unforeseen requirements. The  
30 G3/S3 Sync meeting also serves as a published opportunity to conduct in-progress  
31 reviews at the planner-level in order to ensure all units are prepared to execute  
32 upcoming events.

33  
34 d. Unit commanders are responsible for and manage their unit training through the  
35 execution of training meetings. Units will schedule and post their unit training meetings  
36 to their training schedules, and unit commanders will adhere to the training meetings as  
37 scheduled.

38  
39 e. BCT unit commanders are responsible for ensuring they achieve the standard  
40 published in TRADOC Regulation 350-6, and accomplish the tasks as specified in the  
41 BCT POI. Deviations to these training requirements must be approved during unit  
42 QTBs or by unit commanders as outlined in the regulations.

43

44 **3-2. INFORMATION MANAGEMENT.**

45  
46 a. **Master Activities Calendar (MAC).** The MAC extends approximately two quarter  
47 into the future, and provides the daily synchronization of upcoming events which  
48 influence the activities of units on Fort Jackson and the Fort Jackson staff. Additions to  
49 the MAC are approved by the G3 during the engagement synch meeting, and published  
50 as requirements or events in the weekly FRAGO.

51  
52 b. **Army Training Management System (ATMS).**

53  
54 (1) As directed in AR 350-1, the Army Training Management System (Digital  
55 Training Management System) is the system of record for all Army training records.  
56 IMT student training records will be inputted into ATMS prior to the departure of the  
57 student from Fort Jackson. Units will receive students into the derivative UICs, update  
58 course completion, qualification, and physical fitness records in ATMS, and then release  
59 the students at the completion of the specified courses.

60  
61 (2) Permanent party training records will be maintained in ATMS under the unit's  
62 UICs. At a minimum, this includes the Soldiers' qualification records, APFT records,  
63 and completion of annual training requirements specified in AR 350-1 or in this  
64 regulation.

65  
66 (3) The Fort Jackson G3 training POC will delegate digital authorities for ATMS  
67 to ATC brigades and other brigade-level units. Brigades further delegate these  
68 authorities as appropriate in order to grant digital access to the lowest unit possible to  
69 simplify the data management requirements. Units assign on orders ATMS operators,  
70 and train the operators to manage training records as required.

71  
72 c. **Range Facility Management Support Systems (RFMSS).** RFMSS is a web-  
73 based tool used to schedule and manage the use of training resources and facilities on  
74 Fort Jackson. The proponent for RFMSS is the Director, DPTMS, USAG, and Fort  
75 Jackson.

76  
77 (1) All units conducting training at Fort Jackson will schedule range facilities  
78 through RFMSS. Assistance in scheduling ranges using RFMSS is available through  
79 the Range Operations Post Scheduling office, building F7905,  
80 803-751-2577/7586/4920.

81  
82 (2) Multiple range facilities on Fort Jackson exist in order to support specific  
83 requirements of the BCT program of instruction. These facilities are open to any unit for  
84 scheduling and usage. In order to ensure the timely completion and synchronization of  
85 scheduled training in support of the BCT POI, priority of scheduling these BCT core  
86 training events is to the battalion six weeks ahead of the scheduled ATRRS start date

87 for that BCT class. This priority is executed through the T-6 Lock In, normally  
88 conducted on Tuesday mornings at Range Operations Scheduling office.

89  
90 (3) BCT units refine planned training in RMFSS and provide updated manning  
91 levels during the unit's scheduled "Refinement" briefing at Range Operations  
92 Scheduling office. Unit refinements are normally conducted on Wednesday mornings of  
93 T week at Range Operations Scheduling office.

94  
95 (4) Co-use. Units are authorized to enter into co-use agreements with each  
96 other in order to maximize use of training facilities. The unit which first requests the use  
97 of a training facility has priority of usage unless a change is directed by the Fort Jackson  
98 G3. Co-use agreements of ranges within the same Battalion are not required. Battalion  
99 Commander will designate in RFMSS the company with the responsibility for range  
100 clearing operations.

101  
102 (5) Make-up Training. Units will cancel training and release facilities in RFMSS  
103 with as much advance warning as possible. Units which have un-forecasted changes  
104 will coordinate make-up training and alternate facilities directly with Range Operations  
105 Scheduling office and record those changes in RFMSS.

106  
107 (6) Scheduling SOP. Range Operations scheduling office SOP establishes the  
108 complete policies and procedures for scheduling and utilization of ranges, training areas  
109 and facilities on Fort Jackson. The RFMSS Scheduling SOP is located on the RFMSS  
110 site. The SOP can be downloaded by your units RFMSS scheduler.

111  
112 **d. Army Training Requirement and Resource System (ATRRS).**

113  
114 (1) ATRRS is the Department of the Army system of record for managing student  
115 input into training courses. This online system integrates manpower requirements for  
116 individual training with the training base resourcing and executing the training. ATRRS  
117 establishes training requirements, determines training programs, manages class  
118 schedules, allocates class quotas, makes seat reservations, and records student  
119 attendance.

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

124  
125 (3) ATRRS is also used to slot and allocate class seats for all other courses  
126 taught at Fort Jackson (for example, Master Fitness Trainer, AG Basic Officer Leader  
127 Course, etc.).

128  
129 **3-3. POST DETAIL**

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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 6 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 USATC and Fort Jackson G3 is the Senior Commander's tasking authority for units assigned to Fort Jackson.

b. The Fort Jackson G3 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 is controlled and tasked through the USATC Fort Jackson G1 as the executive agent for WIAS taskings. G1 has authority to task units for WIAS individuals. G1 asks USATC units for volunteers. If units do not have a volunteer, then G1 will task the unit to fill the requirement or will direct a by name participant.

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.

173 (3) 30 days – 15 days: Fort Jackson Chief of Staff.  
174

175 (4) 14 days or less: USATC & FJ Commanding General or Deputy Commanding  
176 Officer.  
177

178 e. Traditional concepts of a green / amber / red tasking and training cycles do not  
179 readily apply to managing training cycles at Fort Jackson. In general, the Fort Jackson  
180 G3 assigns tasks in support of ATC specific missions to the ATC brigades, and will  
181 coordinate post-support requirements with USAG and other partners in excellence units  
182 as necessary. Within the ATC, the “red” cycle unit is the unit in recovery week (week 9)  
183 of BCT; the “amber” cycle unit are those units conducting BCT in weeks 1-8; the unit in  
184 “green” cycle are those units who are on cycle reset or graduation week (week 10).  
185

186 f. Musical Support Taskings. IAW FJ Regulation 220-90, the Fort Jackson G3 is the  
187 tasking authority for the 282<sup>nd</sup> Army Band. Requests for musical support are made  
188 through the Fort Jackson PAO office for organizations off the installation, the Fort  
189 Jackson G3 for units located on the installation, or submitted directly to the band. Tasks  
190 are reviewed for legal sufficiency and consistency IAW public relations guidance. Once  
191 G3 approves the tasking is published as taskings to the 282<sup>nd</sup> Army Band in the weekly  
192 FRAGO.  
193

194 g. Casualty and Funeral Support Missions (Casualty Assistance Officer, Casualty  
195 Notification Officer, and Funeral Support Missions).  
196

197 (1) Fort Jackson Garrison Commander (GC) is responsible to task all active duty,  
198 USAR, and ARNG units within the CAC's geographic AOR for support to all aspects of  
199 the Army Casualty Program, to include CAOs, CNOs, MFH teams, escorts, chaplain  
200 support, and other support deemed necessary to accomplish the objectives of the Army  
201 Casualty Program.  
202

203 (2) The Headquarters and Headquarters Battalion maintains an Honors Platoon,  
204 capable of executing funeral mission in 44 counties throughout the state of South  
205 Carolina. The Casualty Assistance Center receives requests for funeral support from  
206 funeral homes and directors in the 44 counties across South Carolina. The Casualty  
207 Assistance Center tasks the HHB to support these funerals as far out in the future as  
208 possible.  
209

210 (3) If the number of requested funeral support missions exceed the ability of the  
211 HHB Honors Platoon, the HHB will request relief from a mission (with reclama) through  
212 the Fort Jackson G3.  
213

214 (4) CAO/CNO. The Casualty Assistance Center trains and certifies individuals  
215 for the execution of CAO or CNO missions based on Army Regulations and

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216 requirements for time-in-service and time-in-grade. The Casualty Assistance Center  
217 maintains a running distribution roster to assign missions to subordinate headquarters.  
218 The Casualty Assistance Center calculates the frequency for execution of CAO / CNO  
219 missions based on number of officers or NCOs authorized to the designated units. It is  
220 a unit's responsibility to maintain an adequate number of trained CAO and CNO officers  
221 and NCOs.  
222

223 **SECTION 4**  
224 **TRAINING AREA AND TRAINING AMMUNITION MANAGEMENT**

225  
226 **4-1. TRAINING AREA MANAGEMENT.**

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

234  
235 **4-2. RESPONSIBILITIES.**

236 Major natural resources management activities include prescribed burning, timber  
237 harvest, endangered species conservation, soil conservation projects and wildlife  
238 habitat improvements. The Director of Plans, Training, Mobilization and Security  
239 (DPTMS) is responsible for the overall implementation of the Sustainable Range  
240 Program.

241  
242 **4-3. ENVIRONMENTAL.**

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

249  
250 **4-4. ENVIRONMENTAL COMPLIANCE OFFICERS.**

251 ECOs and ALT ECOs assist the commander with the development of the Unit  
252 Environmental Management program and advise on environmental laws and regulations  
253 that affect unit operations. Training must be completed prior to receiving certification as  
254 an ECO on Fort Jackson. The FJ EO Course must be completed within 90 days of  
255 being appointed in writing as a FJ ECO. To sign up for the FJ ECO course, contact the  
256 DPW ENV Office at 803-751-5011. ECOs will:

257  
258 a. The ECO will utilize the chain of command, plus any specified local notification  
259 chain when applicable. The ECO is responsible for implementing the commander's  
260 environmental program. The ECO is authorized and encouraged to consult with the  
261 DPW ENV and subject matter experts for guidance and assistance in accomplishing  
262 his/her duties.

263  
264 **4-5. ENVIRONMENTAL REVIEW PROCESS.**

265 As required by FJ Regulation 200-8, units will submit a completed record of  
266 environmental consideration (REC) form to DPW ENV for any proposed actions or  
267 activities which may result in environmental impacts. Range Operations will coordinate  
268 with DPW ENV to pre-approve known bivouac areas for the construction of fighting  
269 positions to achieve the published Victory Forge standard.

270

#### 271 **4-6. MANAGEMENT OF AMMUNITION AND EXPLOSIVES.**

272

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

275

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

282

#### 283 **3. DEFINITIONS.**

284

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

289

290 **b. Total Ammunition Management Information System (TAMIS).** The official DA  
291 system of record used to collect and process unclassified, non-sensitive training  
292 ammunition requirements, authorizations, and expenditures and related data. TAMIS  
293 tracks requirements, authorizations and expenditure data by Department of Defense  
294 Identification Code (DODIC) and Unit Identification Code (UIC). It provides real-time  
295 information to DA, MACOMs, and installations for forecasting, tracking expenditures,  
296 and ensuring compliance with established authorization levels.

297

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

300

301 (1) Authorization. Total quantity of ammunition that a unit or activity may expend  
302 during a Fiscal Year.

303

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

306

#### 307 **4. RESPONSIBILITIES.**

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a. The DPTMS Ammunition Office is responsible for all matters pertaining to the management of Installation ammunition authorizations:

(a) Ammunition Manager is responsible to submit 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 installation tenant units or activities. User rights in TAMIS will be set by Ammunition Manager based on individuals "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) The Chief of the Logistics Readiness Center (LRC) establishes the policies and procedures applicable to the ASP.

(f) 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.

(g) 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.

**5. 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 involves responsibility for control, accountability, and shipment of A&E.

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351       a. Unit commanders will appoint an ammunition representative (NCO/Officer/DA  
352       Civilian) on orders, and provide the DPTMS Ammunition Manager a DA Form 1687 and  
353       assumption of command orders for the individual to gain access to TAMIS. Unit  
354       ammunition representatives will be assigned a user ID and password for access to  
355       TAMIS, and will be assigned user rights according to their assigned "role" in TAMIS.  
356

357 **6. SAFETY.**

358 a. Safety requirements for A&E are in TM 9-1300-206 and AR 385-64.

359

360 b. Commanders will ensure the proper training and instruction of individuals, crews,  
361 or other groups who will handle or fire ammunition. Commanders must emphasize  
362 safety requirements and identification of hazards involved in handling ammunition.

363

364 c. Units will care for and handle ammunition, dunnage, and packing material to  
365 reduce damage to a minimum.

366

367 d. Commanders must ensure units do not abandon, destroy, fire indiscriminately, or  
368 otherwise dispose of ammunition to avoid inconvenience of returning unused  
369 ammunition to the ASP.

370

371 e. Units will not remove ammunition from its packing containers until required for use  
372 (i.e., do not break the seals on containers until necessary). Units will maintain the  
373 ammunitions' serviceability when using (i.e., will maintain DODDACs so they can be  
374 repackaged if necessary).

375

376 **7. REQUIREMENT DETERMINATION.**

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

382

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

386

387 b. For the ATC, the G3 ensures the DPTMS Ammunition Manager has the most  
388 current copy of the BCT POI and the Training Support Packages. The DPTMS  
389 Ammunition Manager calculates the ATC annual requirements based on the rounds  
390 allocated per Soldier, and the predicted load for Fort Jackson. Other schools and  
391 courses (AIT, NCOA, BOLC, CCC, etc.) provide the DPTMS Ammunition Manager their  
392 annual requirements based on fill plans and POI requirements.

393

394 c. Units will plan permanent party qualification ranges when building their annual  
395 training guidance, and will request ammunition IAW STRAC (DA Pam 350-38) for each  
396 qualification event.

397

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

399

400 **8. UNIT AUTHORIZATIONS.**

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

403  
404 a. The annual TRADOC Requirement Authorization Ammunition Program (TRAAP)  
405 conference is held in the spring of each year to make final adjustments and justify the  
406 next FY requirements. HQDA provides TRADOC a bulk training authorization  
407 approximately 6 months prior to the start of the next FY, and TRADOC allocates that  
408 ammunition further to installations. Initial authorizations to installations are based off  
409 the requirements identified in paragraph 7 above.

410  
411 b. The DPTMS Ammunition Manager receives the authorizations and allocates the  
412 ammunition to training units. Units review allocations, and if necessary submit impact  
413 statements for quantities which are deemed insufficient to support training objectives.

414  
415 **9. TRAINING AMMUNITION USAGE.**

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

420  
421 **10. FORECASTING.**

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

427  
428 a. TAMIS is the official HQDA ammunition management forecasting tool. All units  
429 conducting training at Fort Jackson and supported by the Fort Jackson ASP will utilize  
430 TAMIS to input their forecast requirements. The DPTMS Ammunition Manager  
431 consolidates all Fort Jackson unit forecasts at the installation level.

432  
433 b. The DPTMS Ammunition Manager reports those forecasts in TAMIS. Permanent  
434 party units and rotational training units provide their forecasts to the DPTMS  
435 Ammunition Manager in TAMIS.

436  
437 c. Lock-Out Period. TRADOC policy and AR 5-13 define the lock-out period as the  
438 current and immediately following month. Requests inside of this two month process  
439 will generally be unable to be filled. IAW AR 5-13, forecasting is completed monthly  
440 beyond this two-month lock-out period.

441

442 d. ATC unit forecasts are planned by the DPTMS Ammunition Manager IAW the FY  
443 fill plan and POI data. All external units / agencies (ROTC, NG, USAR, etc.) submit  
444 forecasts in TAMIS.

445 e. The DPTMS Ammunition manager receives un-forecasted ammunition requests  
446 and recommends approval or disapproval to the Fort Jackson G3 based on availability  
447 of requested items. Correctly forecasted requests and operational issues have priority  
448 over un-forecasted requests.

449

#### 450 **11. AMMUNITION REQUISITION.**

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

455

456 b. Units drawing ammunition from the Fort Jackson ASP will have a current DA Form  
457 1687 (signature card) on file with the ASP. The form will be completed IAW AR 710-2-  
458 1, Chapter 11, and Figure 11-3. A copy of the current commander's assumption of  
459 command orders for the responsible individual will also be maintained at the ASP.

460

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

464

465 d. Specific procedures for BCT companies conducting IET Training:

466

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

471

472 (2) BCT units will have this ammunition delivered to each scheduled BCT range  
473 IAW HHB Ammo Team SOP. Unit commanders or designated representative will sign  
474 DA Form 5515 (Training Ammunition Control Document) upon receipt of ammunition  
475 from Ammo team. Ammunition not expended, and the dunnage, at the end of the  
476 training event will be returned to HHB Ammo team and annotated on the DA Form  
477 5515.

478

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

483

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

490  
491 (5) Total amount requested will support one training cycle. No supplemental  
492 issues of ammunition will be approved. BCT units may request up to, but not exceed,  
493 the established amounts. Request for inert ammunition items will be requested on a  
494 separate DA form 581.

495  
496 **12. A&E SPECIFIC TRAINING.**

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

501  
502 b. Military and DA/DOD drivers must have proof of HAZMAT training annotated on  
503 either OF 346, DA Form 348, DA Form 5984-E or CDL with completion date.

504  
505 c. Personnel whose duties include requesting, handling, transporting, maintaining,  
506 loading, or disposing A&E will be Ammunition Handler certified IAW DA PAM 385-64  
507 and IMCOM REG 5-13. Fort Jackson conducts a monthly Ammunition Handler course  
508 to meet this requirement. Training will be conducted in two phases:

509  
510 (1) Phase I (Prerequisite Courses): Soldiers will complete the distributed learning  
511 courses listed in the table below, available at the following link:  
512 [https://www3.dac.army.mil/AS/view\\_all\\_courses.html](https://www3.dac.army.mil/AS/view_all_courses.html)

513

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

514

515 (2) Phase II: will consist of a one-day class conducted by the DPTMS  
516 Ammunition Management office. Scheduled classes are posted on the MAC and the  
517 LRPC. Units will schedule personnel to attend the training through their battalion S-3.

518

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

521  
522 e. Personnel who require re-certification are only required to schedule and attend the  
523 one-day Phase II course.

524

525 **SECTION 5**  
526 **RANGE OPERATIONS POLICIES AND PROCEDURES**

527

528 **5-1. PURPOSE.**

529 To provide information on selected, pertinent aspects of Range Operations and their  
530 interface with training units on Fort Jackson.

531

532 **5-2. APPLICABILITY.**

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

540

541 **5-3. REFERENCES.**

542 Refer to Appendix A.

543

544 **5-4. ENTRY INTO RANGES.**

545 Areas outside of the Fort Jackson Cantonment Area are intended for training, either at  
546 specified ranges, the road and trail networks leading to the ranges, and the training  
547 areas. Individuals entering the range and training area for any other reason (physical  
548 training, hunting, etc.) must coordinate access through Fort Jackson Range Operations  
549 at 803-751-7171/4732.

550

551 **5-5. MEDICAL REQUIREMENTS AND MEDEVAC.**

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

556

557 b. The following BCT training events are designated HIGH RISK training events:  
558 Buddy Team Live Fire Exercise, Night Infiltration Course, and Hand Grenade Live Fire  
559 Exercise. At a minimum, BCT unit commanders will ensure the brigade commander  
560 has reviewed the risk reduction measures, and BCT unit commanders will coordinate  
561 with the HHB for medic coverage with an FLA for each of the training events.

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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 Ft. Jackson DES is prepared to provide medical support to training units as necessary.

c. Range Operations.

(1) Assists units in scheduling ranges.

(2) Monitor and maintain utilization of ranges, facilities, training areas, training personnel, incidents and ammunition for reporting and historical collection.

605 (3) Monitor and document training and live fire ranges for proper regulatory  
606 safety procedures.

607

608 **5-7. SEVERE WEATHER PROCEDURES.**

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

615

616 b. Electrical Storm information. Range Operations and the IOC will issue warning at  
617 50, 30, 15, 8-mile of ground-burst lightning storms / electrical storms. Range / training  
618 area OICs are required to respond with name and rank of responsible individuals. If a  
619 storm moves within 15 miles, units will suspend training and move to a lightning  
620 protection area (LPA). Units must obtain battalion commander (O-5) approval to  
621 continue training when storms are within 15 miles.

622

623 **5-8. RANGE RESPONSIBILITIES.**

624 This section outlines the duties and responsibilities of Range Operations IAW FJ Reg  
625 350-14.

626 a. **Range Officer.**

627

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

630

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

633

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

636

637 (4) Upon notification of a malfunction or accident involving ammunition,  
638 explosives or weapons, contacts the ammunition surveillance inspector, EOD team,  
639 Range Safety Officer and Fort Jackson Safety Office, TACOM FMX and weapons repair  
640 specialists. They will also send SIR report number.

641

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

644

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

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(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) Plan and execute 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.

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

FJ 350-1  
Training and Training Support

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

695  
696 (2) Familiarize with and be responsible for compliance with this directive, field  
697 manuals and technical manuals pertinent to the firing being conducted, pertinent range  
698 SOP, and the applicable portions of AR and DA PAM 385-63. Ensure that one or more  
699 qualified SO (IAW FJ 350-14, para 2-4) and medical support required by para 1-8, FJ  
700 350-14, are present on the range or are in position prior to commencement of training.

701  
702 (3) Accomplish a check (visually, PA announcement, etc.) of the surface danger  
703 zone to ascertain that the danger area is clear of all personnel prior to firing. Ensure  
704 limit of fire markers (panel markers) both external (outer) and internal (inner) are  
705 emplaced and denote right and left limits of fire. Responsible for range sweeps and to  
706 verify that no one is down range prior to going "Hot".

707  
708 (4) Responsible to verify that road guards and/or barriers are in place prior to  
709 going "Hot".

710  
711 (5) OIC or RSO will conduct safety briefings to all participants to ensure that  
712 proper PPE is worn at all times during the conduct of the event.

713  
714 (6) Ensure that on ranges where lasers are used, the LRSO is on the range and  
715 has briefed the users of hazards and implemented the proper precautions.

716  
717 (7) Ensure establishment of two means of communications (telephone and radio)  
718 with Range operations prior to commencing fire. Firing will not commence until at least  
719 one means is clearly established, and clearance has been granted. Communication  
720 checks with Range operations will be made every hour when units are deployed  
721 tactically (FTX/CPX) in the field. When communications are totally lost during live fire,  
722 the unit will initiate a cease-fire on that range until communications are reestablished  
723 with Range operations. Range operations will immediately dispatch a patrol to any  
724 location in order to reestablish communications with any person and/or unit.

725  
726 (8) Call an immediate cease-fire when anyone is observed in the impact or  
727 danger area and contact Range operations immediately. If assistance is required,  
728 inform Range operations.

729  
730 (9) Ensure that a cease-fire is called immediately when aircraft approaches the  
731 trajectory of fire demolition area or enters known impact area down range of live fire.

732

733 (10) Make an immediate report to Range operations of any malfunction or  
734 accidents involving ammunition, explosives, or weapons. It is of prime importance that  
735 the scene be preserved as close to "AS IS" pending investigation by weapon system  
736 and ammunition technicians. Treatment and evacuation of injured personnel will be first  
737 priority during accidents. Range operations will contact the Armament, Munitions and  
738 Chemical Command (AMCCOM), TACOM FMX, the Ammunition Surveillance Inspector  
739 and the EOD Team, LEA, Range Safety Officer and Fort Jackson Safety Office. Unit  
740 will submit the SIR Number.

741  
742 (11) Retain, at this position, all weapons with rounds or projectiles lodged in the  
743 barrel or tube, pending investigation and release by the Ammunition Surveillance  
744 Inspector, EOD Team, TACOM FMX, LEA, Range Safety Officer and Fort Jackson  
745 Safety Office.

746  
747 (12) Notify Range Operations immediately upon completion of firing.  
748 (13) Ensure that vehicles are parked only in the designated parking area.  
749 Vehicles will not be parked on access roads to ranges or training facilities, shoulders,  
750 main thoroughfares, or grassed, seeded or otherwise planted areas.

751  
752 (14) Be responsible for the police and sanitation of all range facilities and training  
753 areas used by his unit, to include repairing and/or re-facing of targets used on the  
754 range. Prior to departure from the facility (outside of SCARNG licensed area) the OIC  
755 will contact Range operations and request the conduct of a clearance inspection.  
756 Conduct a shakedown search to ensure that no personnel or vehicles depart the range  
757 with unauthorized ammunition, explosives and pyrotechnics in their possession.

758  
759 (15) Ensure that upon departure from range area all unexpended, misfired, or  
760 otherwise unserviceable ammunition is removed from the range area or disposed of in  
761 accordance with existing regulations or directives.

762  
763 (16) Ensure that all range safety officers (RSOs) and assistant safeties use  
764 proper clearing procedures for weapons. Do not attempt to remove barrel obstructions  
765 or projectiles/cartridges in the chamber/barrel. Report such to TACOM FMX  
766 maintenance personnel and Range operations immediately.

767  
768 **d. Range Safety Officers (RSO).**

769  
770 (1) The RSO is responsible for safe operation of the range. Conducts a safety  
771 orientation/briefing before each scheduled LFX. Ensures all brass and ammunition  
772 check is made before the unit leaves the range. Ensures that all personnel comply with  
773 the safety regulations and procedures prescribed for the conduct of the LFX. Should  
774 not be designated in any other duties at the range other than RSO. The RSO is  
775 responsible to the OIC of firing and will be thoroughly familiar with the applicable

776 portions of AR 385-63, AR and DA PAM 385-63, FJ 350-14, Range SOP, risk  
777 assessment(s) and field and technical manuals pertinent to the firing being conducted.  
778

779 (2) Small arms RSOs will be located on the firing line or best location for  
780 supervising weapons safety (NO COACHING OR INDIVIDUAL TRAINING) and  
781 assisting safety personnel. The RSO's sole responsibility is safety duties and safety  
782 responsibilities: NOTHING ELSE!  
783

784 (3) All safety officers will receive a Range operations safety brief and have a  
785 Range operations-issued FJ Form 385-63-100 in their possession when performing  
786 RSO duties on a live / non-live fire range, hand grenade range, demolition range/area or  
787 in training areas.  
788

789 (4) OIC and/or range safety officer will train assistant safeties. FJ Form 385-63-  
790 100 is not required for assistant safeties. NOTE: Civilians in the grade of GS 07 or  
791 above may act as OIC, and GS 05 or above for range safety officer (RSO).  
792

793 (5) OIC and RSO must be chemical, biological, radiological, and nuclear (CBRN)  
794 qualified (by MOS or school) when conducting CBRN.  
795

796 (6) OIC will be a field grade officer for battalion or larger CALFEX.  
797

798 (7) Artillery and mortar OICs and RSOs will be unit command certified; IAW  
799 Appendix C, FJ 350-14, FM 6-50, FM 23-90, & FM 23-91. In addition to other duties,  
800 will maintain a continuous watch for aircraft approaching the trajectory of the weapon  
801 system and be prepared to order an immediate cease-fire.  
802

803 (8) RSOs will ensure that the maximum ordinates do not exceed those stipulated  
804 for the Range Fan/Surface Danger Zone (SDZ) limits for any particular weapon or  
805 ammunition.  
806

807 (9) RSOs for the squad and platoon in the attack/defense live fire exercises will  
808 ensure that the sand in the bottom of demolition pits has been sifted, and that the pits  
809 contain no stones, metal objects, or other extraneous materials and that the barricades  
810 and shoring surrounding the pits do not contain loose materials that may be blown onto  
811 the Soldiers by the charge. Demolition pits will be inspected by the OIC prior to clearing  
812 the area upon completion of training.  
813

814 (10) An initial oral report of all deaths and any injury that requires evacuation  
815 from the training areas will be made to Range operations for relay to DPTMS and the  
816 Post Safety Officer.  
817

818 **5-9. RANGE OPERATIONS.**

819 Range Operations include active tracking and synchronization of all units associated  
820 with the conduct of military training, firing, and maneuver on Fort Jackson. Units will  
821 place BCT, AIT and TPM unit core training into RFMSS by Battalion no later than week  
822 of each calendar year for the following FY.

823

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

831

832 b. Range Operations conducts inspections of ongoing training to ensure that all  
833 regulatory and safety requirements are being observed. Range operations personnel  
834 coordinate with unit OICs and RSOs to make on-the-spot corrections of any  
835 discrepancies. Range operations personnel also receive feedback from OICs and  
836 RSOs about the serviceability of the training facility and equipment in order to  
837 coordinate for and schedule maintenance of range facilities.

838

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

844

#### 845 **5-10. RIFLE MARKSMANSHIP AND LIVE FIRE COURSES.**

846 a. Rifle Marksmanship Ranges. All Rifle Marksmanship (RM) ranges on Fort  
847 Jackson are located around the outside perimeters of the Small Arms (West) Impact  
848 Area. All RM ranges are assigned range numbers to facilitate ease of locating, starting  
849 with Range 1 located at coordinates NT 078570 and are numbered progressively in a  
850 clockwise direction around the impact area ending at Range 20 at coordinates NT  
851 092641.

852

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

855

856 c. Non-live fire ranges/training facilities are located in various locations throughout  
857 the training area. The Confidence Obstacle Course, Fit to Win Obstacle Courses (1, 2),  
858 the Victory Tower, the Teamwork Development Course, the Engagement Skills Trainer  
859 2000, and the CBRN Chamber are located inside the cantonment area of Fort Jackson.

860

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

866

867 **5-11. USE OF RANGES AND COURSES.**

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

870

871 a. McCrady MTC: 806-2217, for range flags, equipment to include telephones, and  
872 target/supply requirements when using RM Ranges 13, 14, Argentan, Combat Pistol,  
873 Combat II, Demo Range, Kasserine Pass Ranges, and Main Tank.

874

875 b. Range Operations/DPTMS ranges 1-6: MOUT Site, St Lo Land Navigation,  
876 Corregidor Land Navigation Courses, Cowpens Mortar Range, artillery, mortar/MLRS  
877 firing points, Aachen, Anzio I & II, Chip-Yong Ni, Confidence Obstacle Course, Fit to  
878 Win I & II, Omaha Beach, Team Development Course and Urban Assault Course will  
879 coordinate flags and equipment requirements, less targets/supplies. Normandy/Manila  
880 Bivouac requirements, less supplies, water and Porta-Lets need, will be coordinated  
881 with Range Operations. If PA sets are desired but are not available on the range, they  
882 can be drawn from DPTMS TSC on Hall Street bldg. 1565 or SCARNG LTS.

883

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

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

890

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

897

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

903

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

907  
908 (6) The unit will provide all latrine supplies required by personnel using semi-  
909 permanent latrines. Supplies for Porta-Lets facilities is the responsibility of the  
910 contractor, telephone 751-6123. Problems or issues with contractor performance  
911 should be referred to DPW or the contracting officer.

912  
913 (7) Ammunition/range details will be provided to range personnel when  
914 requested from using unit.

915  
916 (8) Rifle automatic fire for training is authorized on Range 10 only.

917  
918 d. Obstacle Course and Certification Requirements. This paragraph pertains to  
919 certification at Fit to Win (FTW) 1 and 2, Team Development  
920 Course (TDC) 1 and 2, and the Confidence Obstacle Course (COC).

921  
922 (1) Units and individuals will schedule certification training for the operation,  
923 inspection, and negotiation of obstacles of the above named ranges with the Installation  
924 Scheduling Office by way of their brigade S3s and/or training offices.

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

928  
929 (3) Certification card is valid for one year from date of issue.

930  
931 (4) Certification and testing will be conducted for renewal of cards. Expired  
932 certification cards require recertification.

933  
934 (5) Any questions, units should review FJ Reg 350-14, or coordinate with Range  
935 Operations.

936  
937 **5-12. RANGE GUARDS OR BARRIERS.**

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

941  
942 **5-13. VIOLATIONS OF SURFACE DANGER ZONES.**

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

945

946 a. Units will immediately cease fire, place weapon on safe and leave weapon in the  
947 position fired. Unit informs Range Operations, who will inform Range Safety Officer and  
948 Range Officer. Range Safety Officer will come out to the range, accesses the  
949 orientation of fired round. Range Safety Officer will insure all personnel on adjacent  
950 ranges and training area are safe. Range Officer and Range Safety Officer will stipulate  
951 any additional actions required.

952  
953 b. For weapons caliber .50 and larger, to include artillery, mortars, MLRS, coaxially  
954 mounted machine guns, tank main gun rounds, and laser devices exceeding the SDZs,  
955 safety limits or panel markers, an immediate cease fire will be initiated and the OIC will  
956 notify Range Operations. Range Operations will inform Range Safety Officer and  
957 Range Officer. Range Safety Officer will come out to the range and conduct an  
958 investigation to determine if further actions are required. Upon completion of the  
959 investigation the Range Safety Officer will determine if the unit can resume firing or the  
960 next Course of Action. Range Safety Officer will insure all personnel on adjacent  
961 ranges and training area are safe.

962

963 **5-14. INCENDIARY AND TRACER AMMUNITION.**

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

972

973 **5-15. SAFETY ON ALL RM RANGES AND LIVE FIRE COURSES.**

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

975

976 (1) AR and DA PAM 385-63

977

978 (2) Current FJ 385-63-100

979

980 (3) Range SOP

981

982 (4) Applicable FM/TM

983

984 (5) Risk assessment

985

986 (6) FJ 350-14 for the live fire course.

987

FJ 350-1  
Training and Training Support

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

990  
991           (1) Command and control elements establish and maintain communication with  
992 Range Operations at all times.

993  
994           (2) A request for live fire opening hot time approval clearance from Range  
995 Operations is obtained prior to live fire.

996  
997           (3) Personnel are informed that they are required to call a “CEASE FIRE” if an  
998 unsafe act or condition is observed.

999  
1000           (4) After all training ceases then the OIC will provide applicable data and obtain  
1001 closing time for Range Operations.

1002  
1003           c. The provisions of AR/DA PAM 385-63, this regulation, Range SOPs and  
1004 appropriate field, technical manuals and pertinent material will govern the general safety  
1005 aspects of all live fire, and fire and maneuver courses live fire training.

1006  
1007           d. The only weapons firing on Fort Jackson military ranges and courses will be  
1008 official military training conducted for military personnel, using military weapons,  
1009 scheduled and approved by the Range Officer. The only exceptions to the above are as  
1010 follows:

1011  
1012           (1) Non-military personnel can fire small arms weapons on Fort Jackson military  
1013 firing Ranges when they are engaged in an approved course of military marksmanship  
1014 training or when they are participating in approved activities involving familiarization  
1015 firing of small arms.

1016  
1017           (2) The only time that a military Family member or a civilian minor 17 years or  
1018 younger will be permitted on a firing line is when they are under competent adult  
1019 supervision of legal guardian with given consent of legal guardian and when engaged in  
1020 an approved course of marksmanship training (i.e. Junior ROTC). The minor rule  
1021 (above) is non-waiverable. NOTE: Aachen Range located on Golden Arrow Road is  
1022 the only civilian operated range on Fort Jackson and is used strictly for live fire  
1023 recreation purposes. Use of this range must be coordinated through DFMWR Outdoor  
1024 Recreation at 751-3484.

1025  
1026           e. All spectators to small arms demonstrations, training courses, competitions, and  
1027 other types of firing will stay behind the firing line of the specific range. Spectators (as  
1028 part of an inspection team of official observers) even though required to be on the firing  
1029 line as an exception to the foregoing policy will remain behind or to the side of the  
1030 muzzle but away from the recoil and the back-blast area of all weapons on the firing

1031 line. The Range OIC and the RSO are responsible for range safety and the control of  
1032 all spectators. Any spectator who compromises safety or distracts shooters or range  
1033 personnel will be removed from the range.

1034  
1035 f. Ranges will not be used for training other than what it is specifically designed for  
1036 without Range operations approval

1037  
1038 g. Zero, Pistol, and LOMAH/KD Range OICs may allow personnel down range only  
1039 after the entire firing line is cleared, all weapons secured, all weapons inspected and  
1040 free of ammunition in barrel; magazines removed, weapons on safe, and all other SOP  
1041 control measures are taken to ensure safe conditions down range are in effect. All  
1042 other ranges must request permission from Range Operations. On LOMAH Ranges,  
1043 contact Range Operations prior to going down range.

1044  
1045 h. Unit commanders and individuals will cease fire if they observe any person,  
1046 animal, or vehicle down range in any Surface Danger Zone (SDZ) or impact area. The  
1047 cease-fire and SDZ violation will be reported to Range Operations immediately. The  
1048 cease-fire will remain in effect until the vehicle and or person(s) can be physically  
1049 removed.

1050  
1051 i. Unit commanders and individuals will immediately cease fire if an aircraft is  
1052 observed in the SDZ of any live fire/demolition range, firing point, or within either impact  
1053 area while training is in progress. The cease-fire will be immediately reported to Range  
1054 Operations. OIC, RSO, or personnel observing aircraft in their SDZ must be prepared  
1055 to provide the following minimum information:

- 1056  
1057 (1) Time & date of sighting.  
1058  
1059 (2) Type of aircraft observed, if known.  
1060  
1061 (3) Color of aircraft.  
1062  
1063 (4) Direction of flight/estimated altitude.  
1064  
1065 (5) Any distinguishable markings.  
1066  
1067 (6) Tail number, if observed.

1068  
1069 j. Prior to opening fire of any RM Range or direct live fire course, the OIC will ensure  
1070 that:

1071

FJ 350-1  
Training and Training Support

- 1072 (1) The current Range SOP and FJ 350-14 are on hand, applicable risk  
1073 assessment present (IAW FM 100-14) and in possession of valid and non-expired FJ  
1074 385-63-100 Safety Card issued by Range Operations.  
1075
- 1076 (2) RSO has a valid FJ 385-63-100 and is trained for his/her safety duties. Note:  
1077 Assistant safeties are not required to have FJ 385-63-100, if thoroughly trained for  
1078 duties by the OIC.  
1079
- 1080 (3) Medical support is on site with required medical aid supplies, medical support  
1081 transport vehicle. Medical support team must be familiar with required medical plan and  
1082 routes IAW Chapter One, para 1-8, FJ 350-14.  
1083
- 1084 (4) Communication has been established (maintained) and opening hot  
1085 status/weather data exchanged with Range Operations.  
1086
- 1087 (5) The left and right limit markers of fire on the ground have been verified.  
1088
- 1089 (6) The daylight left and right limit markers of fire, as indicated in the SOP are  
1090 marked with safety stakes or panel markers.  
1091
- 1092 (7) A scarlet red flag is flown (displayed) from a prominent point for a  
1093 range/course at all times while firing is in progress during daylight hours. A blinking red  
1094 safety light will be on a prominent point and red lights visible on the range limit panels  
1095 during range night live fire IAW AR 385-63.  
1096
- 1097 (8) Ammunition point will have two 10lb BC type fire extinguishers that are fully  
1098 charged and in operational status.  
1099
- 1100 (9) Ammunition at the weapons positions is stored IAW applicable FMs, TMs,  
1101 publication and SOPs.  
1102
- 1103 (10) All personnel have authorized and properly fitted hearing protection IAW AR  
1104 40-5.  
1105
- 1106 (11) All personnel receive a Range Safety briefing prior to the range going hot.  
1107 The brief will emphasize use of hearing protection when personnel are engaged in live  
1108 fire and or within the noise hazard distance of each specific weapons system. That  
1109 anywhere forward of a firing line is OFF LIMITS to everyone during live fire. An  
1110 IMMEDIATE CEASE FIRE will be initiated by anyone observing an unsafe act to include  
1111 anyone forward of the firing line, animals or aircraft within or over SDZ. OIC will report  
1112 the CEASE FIRE IMMEDIATELY to Range Operations. No mixing of ammunition.  
1113 Location of medevac and procedures. Procedures in case of fire.  
1114

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1115 (12) Inform and ensure that the RSO on small arms ranges is located on the  
1116 firing line throughout the duration of live fire. The OIC will inform and ensure that the  
1117 RSO performs only safety duties during live fire (Not controlling operations from the  
1118 tower, coaching...etc.).  
1119

1120 (13) Live fire permission has been obtained from Range operations prior to any  
1121 live fire.  
1122

1123 (14) Weapons must be cleaned properly and functions check conducted to  
1124 ensure weapons malfunctions are mitigated on ranges. All weapons must be cleared  
1125 onto and off of the firing line.  
1126

1127 k. OIC/RSO will ensure that:  
1128

1129 (1) All weapons are fired IAW safety precautions stated in applicable FM and  
1130 training publication.  
1131

1132 (2) All firing is within the right and left safety limits as stated and prescribed by  
1133 the Range SOP.  
1134

1135 (3) No rounds are fired less short of the target minimum or beyond the target  
1136 maximum range, as prescribed by the range safety fan, within the SOP.  
1137

1138 (4) Misfires and hang fires are handled IAW applicable FM and TM publications  
1139 and safety procedures handled according to applicable publications.  
1140

1141 (5) An immediate cease-fire will be called when any unsafe condition or act is  
1142 observed or when directed by Range operations, or if communication with Range  
1143 operations is lost.

1144 l. No one will be permitted to move forward of the firing line until all weapons have  
1145 been cleared and inspected by an officer or NCO.  
1146

1147 m. All weapons not in use on the firing line will be stored in the racks provided on the  
1148 range with all bolts in the closed position with a chamber block inserted or carried by  
1149 Soldiers with weapons on safe.

1150 n. Upon completion of firing on any range, all weapons will be cleared, inspected,  
1151 function check performed as applicable and ammunition "shake-down" will be  
1152 conducted by unit appointed cadre prior to anyone physically departing the  
1153 range/facility/area.  
1154

1155 o. The OIC firing will notify Range operations as soon as the training is completed  
1156 and obtain a closing time for the day.  
1157

1158 p. All ammunition will be accounted for at all times and will be returned to the ASP by  
1159 authorized personnel via military vehicle only, IAW regulations/policies.

1160  
1161 q. The battalion commander will certify each maneuver live fire prior to unit  
1162 execution. He will certify the tactical concept of the operation, safety, control measures,  
1163 and planned fires with regard to the surface danger zone. Battalion Commanders will  
1164 personally walk the terrain as a part of the certification process.

1165  
1166 r. Battalion Commanders are responsible for the safe execution of live fire training  
1167 events. Battalion commanders will ensure that Soldiers are zeroed and qualified with  
1168 their weapon system, and that the unit is prepared to execute live fire training prior to  
1169 beginning a LFX.

1170  
1171 s. Brigade commanders are the approval authority for any LFX Transitioning from  
1172 blank to live fire.

1173

#### 1174 **5-16. GRENADE LAUNCHERS.**

1175 a. All marksmanship firing of the 40mm grenade launchers (M203/M320) using High  
1176 Explosive (HE) ammunition will be conducted ONLY on Bastogne. Target practice  
1177 ammunition for 40mm will be used ONLY on Bastogne and Kasserine Pass Ranges or  
1178 as designated by the Range Officer.

1179

1180 b. All firing of 40mm grenades will be into cleared or fenced designated impact areas  
1181 IAW AR 385-63. 40mm grenades will not be fired during assault phase training, nor will  
1182 they be fired over the heads of troops. Safety procedures will be IAW DA PAM / AR  
1183 385-63, applicable FM, TM and Bastogne/ Kasserine Pass SOP. Overnight storage of  
1184 munitions is prohibited.

1185

1186 c. MK-19 is only authorized on Bastogne and Casablanca ranges. The only  
1187 authorized MK19 ammunition in Casablanca range is TPT (target practice).

1188

#### 1189 **5-17. HAND GRENADES.**

1190 a. Remagen Range is available for use with fragmentation hand grenades in a four  
1191 bay live fire throwing area. Prerequisite practice fuse blue dummy grenades can be  
1192 conducted at the four bay practice grenade area adjacent to the live bays

1193

1194 b. Safety procedures will be IAW DA PAM / AR 385-63; applicable FM/TM and  
1195 Remagen Range SOP. Overnight storage of munitions is prohibited

1196

1197 c. When a grenade has been thrown and does not explode, all training will cease  
1198 immediately in the Bay until EOD personnel destroy the dud. A 60-minute waiting  
1199 period will be observed prior to approaching the dud grenade for the purpose of  
1200 destruction in place. (See TM 9-1330-200-12)

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

e. A detailed Standard Operating Procedures (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, and 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.

1230 **SECTION 6**  
1231 **STANDARDS OF CONDUCT FOR PHYSICAL READINESS TRAINING –**  
1232 **PERMANENT PARTY PERSONNEL**

1233  
1234 **6-1. GENERAL.**

1235 Remaining physically prepared for the rigors of combat is an individual responsibility.  
1236 Unit commanders remain responsible for the training of their Soldiers, and for  
1237 developing physical readiness training plans consistent with AR 350-1 and FM 7-22.

1238  
1239 **6-2. POLICY.**

1240  
1241 a. Units conduct physical readiness training daily. Fort Jackson establishes 0600 –  
1242 0700 daily, Monday through Saturday, as the post's physical readiness training window.  
1243 During this period, specified roads are closed to vehicular traffic, and units are expected  
1244 to execute physical readiness training.

1245  
1246 b. Unit commanders' plan and resource physical readiness training as they do all  
1247 training events, and ensure that physical readiness training is scheduled on company  
1248 training schedules.

1249  
1250 c. All Soldiers participating in unit physical readiness training, or conducting  
1251 individual physical readiness training from 0600 – 0700, will wear the Army physical  
1252 fitness uniform. Commanders will modify the uniform based on climatic conditions and  
1253 the type of training being conducted IAW DA PAM 670-1. Cadre and unit leadership will  
1254 wear the blue with yellow reflective stripe PT vests, permanent party Soldiers will wear  
1255 the blue with white reflective stripe PT vests as part of the uniform.

1256  
1257 d. Units are assigned responsibilities for closing roads, posting barricades, and  
1258 posting road guards at key intersections IAW the annual base OPORD. During summer  
1259 months, this includes the requirement to post ice-sheets IAW with the Ft. Jackson heat  
1260 mitigation SOP.

1261  
1262 e. Unit leaders will ensure adequate supervision of individuals using post physical  
1263 fitness centers and gyms, as well as those Soldiers executing modified physical  
1264 readiness training due to temporary or permanent profiles. This supervision should  
1265 ensure that Soldiers understand how to properly conduct the exercises with the  
1266 equipment provided, and that Soldiers achieve desired training effect for each PRT  
1267 period.

1268

1269 **SECTION 7**  
1270 **SAFETY**

1271  
1272 **7-1. PURPOSE.**

1273 The purpose of this section is to address safety related training issues pertaining to Fort  
1274 Jackson as they apply to individual Soldier training requirements.

1275  
1276 **7-2. REFERENCES.**

1277 Refer to AR 385-10, The Army Safety Program; Fort Jackson 385-10, Safety and  
1278 Occupational Health Program; Fort Jackson 385 series Regulations and SOPs.

1279  
1280 **7-3. GENERAL.**

1281 Safety is a command responsibility characterized by an unrelenting effort to establish  
1282 safety consciousness throughout the chain of command in each unit. Safety is  
1283 achieved as a result of proficient performance of assigned tasks and cannot be  
1284 separated from professional responsibility and achievement. Composite risk  
1285 management is the key to training realistically and safely.

1286  
1287 **7-4. APPLICATION OF SAFETY STANDARDS.**

1288 All standards established by Department of Labor pursuant to sections 6 and 19 of  
1289 Public Law 91–596 are adopted as Army safety standards and will be complied within  
1290 applicable Army workplaces. Army workplaces are generally comparable to private  
1291 sector workplaces.

1292  
1293 a. Commanders will apply OSHA and other non-DA regulatory or consensus safety  
1294 and health standards to military unique equipment, systems, operations, or workplaces,  
1295 in whole or in part, insofar as practicable.

1296  
1297 b. Commanders may not issue waivers or variances to OSHA standards.

1298  
1299 c. When military design, specifications or requirements render compliance  
1300 infeasible, or when no regulatory or consensus standard exists for such military  
1301 application, commanders will request development and publishing of special military  
1302 standards, rules or regulations prescribing Occupational Safety and Health measures  
1303 from the Army Safety Office (HQDA).

1304  
1305 d. Certain operations are subject to mandatory safety standards or rules that derive  
1306 from separate, specific statutory authority. The application of special functional  
1307 standards does not exempt any workplace from other appropriate safety criteria, i.e., the  
1308 Ammunition Supply Point, subject to special explosives safety standards, is also subject  
1309 to OSHA safety criteria for machine guarding, guardrails, eye protection, etc.

1310

1311 e. In the interest of brevity, the contents of this regulation are not all inclusive.  
1312 Detailed guidance for specific programs is found in the appropriate regulatory  
1313 documents and is supplemented in the Fort Jackson Safety 385 series regulations and  
1314 SOPs. Contact the Installation Safety Office at (803) 751-6004 for assistance.  
1315

1316 **7-5. CONFLICTS.**

1317 When standards in Army publications conflict with a legal standard such as the OSHA  
1318 or provide a lower degree of protection, the legal standard will apply. When the Army  
1319 standards are equal to or exceed such requirements in providing workplace safety, the  
1320 Army requirement will apply.  
1321

1322 **7-6. CONSTRUCTION, RENOVATION AND REPAIR PROJECTS.**

1323  
1324 a. All projects, including "U-Do-It," minor construction, and non-appropriated funds  
1325 (NAF) projects, will be reviewed by the Fort Jackson Safety Office and the Fire  
1326 Prevention Branch to incorporate necessary safety features.  
1327

1328 b. All proposed modifications to range procedures must be approved by the  
1329 Installation Safety Office prior to implementation.  
1330

1331 c. All proposed construction, modification, and repair to range facilities must be  
1332 approved by the Installation Safety Office prior to implementation.  
1333

1334 d. Following all construction, modification, and repair to range facilities, operations  
1335 will not commence on the range until approved by the Fort Jackson Safety office.  
1336

1337 **7-7. HAZARD IDENTIFICATION.**

1338 All personnel have a responsibility to report safety hazards and safety violations to their  
1339 supervisor. Additional Duty Safety Officers (ADSO) will inspect operations and facilities  
1340 monthly and record the results of the inspection on the Fort Jackson Unit Inspection  
1341 Checklist. The last three copies of the completed checklist will be maintained in the unit  
1342 safety book. The Unit ADSO is responsible for ensuring required service and/or work  
1343 orders are properly submitted to DPW. ADSOs should annotate the service/work order  
1344 number and date submitted in the corresponding comments section of the monthly  
1345 checklist.  
1346

1347 **7-8. REPORTS OF UNSAFE OR UNHEALTHFUL WORKING CONDITIONS.**

1348  
1349 a. The Army Hazard Reporting System provides a route for personnel to bring  
1350 complaints directly to the Installation level, bypassing intermediate commands or  
1351 supervisory elements.  
1352

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1353           b. Reports of unsafe or unhealthful working conditions should be handled at the  
1354 operational level whenever possible to ensure timely correction in the following order of  
1355 priority.  
1356

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- 1357 (1) Reports directly to the supervisor  
1358  
1359 (2) Reports through channels  
1360  
1361 (3) Reports to the Installation Safety Office (ISO).  
1362  
1363 (4) The Fort Jackson Safety Hotline 751-SAFE (7233)  
1364  
1365 (5) The Army Hazard Reporting System  
1366
- 1367 c. If an employee is not satisfied with the action taken to correct the alleged  
1368 condition, they may make a written report to the ISO on DA Form 4755 (Employee  
1369 Report of Alleged Unsafe or Unhealthful Working Conditions). This form is available at  
1370 the ISO and should be made readily accessible to all employees within the workplace.  
1371
- 1372 d. Reports submitted to the ISO will be investigated per AR 385-10. Reports of  
1373 alleged unsafe and unhealthful working conditions will be forwarded to the appropriate  
1374 organization for response. Responses will be furnished to the ISO within seven working  
1375 days.  
1376
- 1377 e. All DA personnel, both military and civilian, will be protected from coercion,  
1378 discrimination or reprisals for participating in the Army Safety and Occupational Health  
1379 Program and exercising lawful occupational safety and health rights.  
1380
- 1381 f. Reports requesting anonymity will be handled per provisions of AR 385-10.  
1382
- 1383 g. Reports that appear to involve immediate life-threatening situations will be  
1384 investigated immediately.  
1385
- 1386 h. All reports will be investigated by safety or health personnel. The originator, if  
1387 known, will be notified of the results of the investigation in writing within ten working  
1388 days following receipt of the hazard report.  
1389
- 1390 i. If the originator is dissatisfied with the Safety Director's response, they may appeal  
1391 to the Garrison Commander who will review the findings and take appropriate action.  
1392
- 1393 j. The appeals process continues through the Senior Commander (the Commanding  
1394 General, Fort Jackson), HQ TRADOC, (ATCS-S), the Army designated Safety and  
1395 Occupational Health Official and finally the DoD Designated Occupational Safety and  
1396 Health Official.  
1397

1398 k. Reviews will normally be completed within 20 workdays. Personnel are advised  
1399 that if an appeal is not acted upon within 20 workdays, they may appeal to the next  
1400 higher level for review.

1401

1402 **7-9. HAZARDOUS TRAINING.**

1403 Written standard operating procedures (SOPs) will be used for all hazardous/high-risk  
1404 training. This is defined as any type of training that involves a degree of risk that could  
1405 result in serious injury or death. Examples are weapons firing and vehicle operations.  
1406 Organizations conducting such training will submit detailed plans/SOPs to the  
1407 Installation Safety Office for review and comment prior to conducting the training.

1408

1409 **7-10. HEAT INJURY PREVENTION.**

1410 Refer to Chapter 13-9, FJ 385-10

1411

1412 **7-11. COLD INJURY PREVENTION.**

1413 Refer to Chapter 13-8, FJ 385-10

1414

1415 **7-12. LIGHTNING PROTECTION.**

1416 a. Procedures.

1417

1418 (1) Range Operations will monitor the Storm Scope and the National Weather  
1419 Service, and will issue 50, 30, 15 and 8-mile electrical storm warnings to all  
1420 personnel/units on ranges, in training areas, training facilities, SCARNG McCrady  
1421 Training Center (MTC) operations office, and the IOC.

1422

1423 (2) Upon receipt of the 50-mile warning, personnel on ranges and training areas  
1424 will begin planning precautionary measures.

1425

1426 (3) Upon receipt of the 30-mile warning, personnel on ranges and training areas  
1427 will immediately take shelter and/or execute precautionary measures based on risk  
1428 assessment. Range OICs will coordinate with range personnel to determine point at  
1429 which training will be halted if necessary. Upon receipt of the 15-mile warning, range  
1430 OICs must obtain battalion commander approval to continue training.

1431

1432 (4) Range OICs will coordinate with range personnel to determine point at which  
1433 it is safe to resume training if it has been halted for lightning within the 30 mile radius.  
1434 Once the notification moves back out beyond the 30 mile radius, Range Control will  
1435 issue an all clear to ranges and training areas as appropriate.

1436

1437 b. In making their decisions, commanders/OICs must consider the following:

1438

1439 (1) Safety of our troops is of paramount importance; recommend consideration of  
1440 mitigation per commander's approved risk assessment.

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(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.

1482 (4) If in a wooded area, seek low ground, a grove of short trees, deep ravine, or  
1483 valley. The best location is low open ground followed by thick underbrush or short trees  
1484 in low ground.

1485  
1486 (5) If personnel are unavoidably caught in an open area do not huddle together in  
1487 a group, scatter to reduce the attraction of lightning to a mass of bodies.

1488  
1489 (6) Ensure all weapons and equipment is stacked at least 50 meters away from  
1490 personnel. If time is not available to stack weapons, ground weapons and equipment  
1491 within view of where troops will be located, but at least 50 meters away.

1492 (7) Maintain aircraft crash position. Do not, in any circumstance, have personnel  
1493 lie down or get on all fours.

1494  
1495 **7-14. PYROTECHNICS AND SIMULATORS.**

1496 Refer to Fort Jackson Regulation 385-64, Ammunition and Explosives Safety, Chapter  
1497 15.

1498  
1499 **7-15. TROOP SAFETY.**  
1500 **a. Foot Marches.**

1501  
1502 (1) Troop movements have priority on roadways in all cases except Emergency  
1503 Response.

1504  
1505 (2) Formations while marching will utilize no more than one lane, to include cadre  
1506 members marching to the left of the column.

1507  
1508 (3) Without prior approval from DPTMS, units will not march or run on the  
1509 following roads in cantonment: Strom Thurmond Boulevard, Marion Street, Lee Road,  
1510 Semmes Road, Dixie Road, Hampton Parkway and Jackson Boulevard (except when  
1511 closed during PT hours).

1512  
1513 (4) Without prior approval from Range Operations, units will not march or run on  
1514 the following roads: Dixie Road, Wildcat Road, Boyden Arbor Road and Hartsville  
1515 Guard Road. To gain approval/exception, units will submit a request NLT 24 hours to  
1516 Range Operations and will contain route overlay showing accurate route of march, with  
1517 start point (SP), check points (CP), release points (RP), and final destinations.

1518  
1519 (5) Prior to crossing public roadways, formations will consolidate at the near side  
1520 and form platoon or company mass formations; cadre will post road guards and the  
1521 formation will move to the far side of the road as expeditiously as possible.

1522  
1523 (6) Tactical formations will not be used to cross public roadways within the  
1524 cantonment area.

1525  
1526 (7) CLS bags and means of communication will be available throughout the  
1527 formation at a rate of no less than one per Platoon.

1528  
1529 (8) Units conducting foot marches will maintain continuous radio communication  
1530 with Range Control. Units will also provide a route overlay and will be provided to  
1531 Range Ops NLT 12 hours prior to SP.

1532  
1533 (9) During summer months, ice sheets will be available throughout the formation  
1534 at a rate of no less than one set per Platoon.

1535  
1536 **b. Road Guards.** Road guards will be provided at the head and tail of each column  
1537 of marching troops. These road guards will be 30 meters to the front and rear of the  
1538 column. Sufficient road guards will be provided to ensure adequate guarding of cross  
1539 streets while maintaining adequate front and rear marking. Road guards will wear  
1540 reflective vests and be equipped with operational cone flashlights.

1541  
1542 **c. Straggler Control.**

1543  
1544 (1) Personnel unable to remain with the formation (i.e., stragglers) will  
1545 immediately go to the extreme right side/shoulder of the road and, if possible, continue  
1546 in the direction of the formation. Stragglers will not remain in the roadway.

1547  
1548 (2) A cadre member, with appropriate safety equipment and communication, will  
1549 be assigned to consolidate and care for stragglers. Under no circumstances will a  
1550 straggler be left without supervision.

1551  
1552 (3) When marching on, in, or around a roadway, a trail vehicle will be assigned to  
1553 follow the formation. The trail vehicle will operate hazard lights as a warning to other  
1554 motorists.

1555  
1556 (4) Stragglers will be assessed for injury prior to loading. No Soldier with chest  
1557 pains, difficulty breathing, or displaying signs of a potential heat injury will be left  
1558 unsupervised in the cargo area of any vehicle.

1559  
1560 (5) For activities within protected running routes, organizations will develop  
1561 internal policies for straggler control and emergency response procedures.

1562  
1563 **d. Visibility.** Personnel working in, on, or around roadways, or where otherwise  
1564 exposed to vehicular traffic, will wear a hi-visibility reflective vest, and warning triangles  
1565 placed 50m out, on the same side of the road as the activity.

1566

1567           **e. Key Risk Mitigation Actions for Foot Marches.** IAW AR 385-10 and FJ 350-1,  
1568 the Risk Management Process will be integrated into the planning process for all  
1569 training events and updated daily.

1570

1571           (1) Deliberate Risk Assessment Worksheets (DRAW's) will be signed by the  
1572 proper risk decision authority and risk mitigation plans will be briefed to unit cadre prior  
1573 to all training events / foot marches.

1574

1575           (2) Trail vehicles will not be used to pull any type of trailer, will not be a tactical  
1576 vehicle, and will remain at least 30 meters behind marching formations.

1577

1578           (3) Military vehicle drivers will have at least 8 consecutive hours of rest during  
1579 any 24-hour period. Risk mitigation plans will take into account mandatory sleep for  
1580 Military vehicle operators IAW AR 385-10.

1581

1582           (4) IAW TR 350-6, each BCT platoon will have a minimum of one (1) Combat  
1583 Lifesaver (CLS) with a CLS bag on hand at all times. All Cadre at the training event will  
1584 know the location of the CLS bag in the case of an emergency. All CLS bags will be  
1585 filled IAW TR 350-6 table 3-1.

1586

1587           (5) When possible, units will reroute foot marches away from roads with vehicle  
1588 traffic.

1589

#### 1590 **7-16. MOTOR VEHICLE SAFETY.**

1591 Refer to Fort Jackson Regulation 385-55, Motor Vehicle Safety.

1592

#### 1593 **7-17. MOTOR VEHICLE OPERATIONS NEAR TROOPS.**

1594

1595           a. The speed limit when approaching or passing a troop formation from either the  
1596 front or rear is 10 miles per hour (MPH). A troop formation is considered three or  
1597 more Soldiers, regardless of formation type.

1598

1599           b. Motorists will not jeopardize the safety of troop formations. If the potential exists  
1600 where a vehicle operator is in doubt of safely passing a formation, the vehicle operator  
1601 will stop and await directions from the person in charge of the formation.

1602

1603           c. No motor vehicle operator, other than law enforcement and emergency response  
1604 vehicles in the performance of their duties, will enter a designated run route while  
1605 closed for physical training. Any person observing this violation has the authority to  
1606 stop the violator, or call the Military Police Desk Sergeant at 751-3115/3116 with the  
1607 make, model, and direction/location of violation.

1608

#### 1609 **7-18. RISK MANAGEMENT.**

1610 Every commander, leader and manager is responsible for protecting the force and  
1611 persons affected by Army operations. (Refer to ATP 5-19 for specific risk management  
1612 guidance.) Risk management is the Army's principal risk reduction process to assist  
1613 leaders in identifying and controlling hazards and making informed decisions. Risk  
1614 management and accident prevention are inherent command functions. Risk  
1615 management serves as the most effective tool in protecting the force by providing a  
1616 systematic framework for identifying and controlling risk in all environments and  
1617 operations. The process is continuous and cyclic in nature and applies from initial  
1618 planning through after-action review.

1619  
1620 a. **Commanders** will accept no risk unless benefit outweighs potential loss and will  
1621 ensure that risk decision is made at appropriate level(s).

1622  
1623 b. **The standard for risk management is leadership at appropriate level of**  
1624 **authority** making informed decisions to control hazards or accept risks. In those  
1625 circumstances where local resources are not available to control residual risks, leaders  
1626 will make conscious decisions to either accept the risk or elevate the risk decision to the  
1627 next higher level of leadership.

1628  
1629 c. **The risk management process** supplements, but does not supersede,  
1630 compliance requirements of federally mandated standards, this regulation or any other  
1631 regulation.

1632  
1633 d. **The risk management worksheets**, DD Form 2977, will be completed during the  
1634 planning phase of the operation or training. This worksheet documents each step of the  
1635 5-step process. Once completed it must be signed and dated by the individual  
1636 accepting the risk. It will be developed for all events that expose personnel to potential  
1637 risk. All personnel, including Trainees, will be briefed on the hazards and control  
1638 measures particular to each training event.

1639  
1640 e. **Risk Management Process.** Risk management is the process of identifying and  
1641 controlling hazards to protect the force and is a continuous process applicable to any  
1642 situation and environment. The 5-step process is the commander's principal risk  
1643 reduction process to identify and control hazards and make informed decisions. The 5-  
1644 steps represent a logical and systematic thought process from which users develop  
1645 tools, techniques and procedures for applying risk management in their areas of  
1646 responsibility.

1647  
1648 (1) Identify hazards to the force. Consider all aspects of current and future  
1649 situations, environments, and known historical problem areas.

1650  
1651 (2) Assess hazards to determine risks. Assess the impact of each hazard in  
1652 terms of potential loss and cost based on probability and severity.

1653

1654 (3) Develop controls and make risk decisions. Develop control measures that  
1655 eliminate the hazard or reduce its risk. As control measures are developed, risks are  
1656 re-evaluated until the residual risk is at a level where the benefits outweigh the cost.  
1657 The appropriate decision authority then makes the decision.

1658

1659 (4) Implement controls that eliminate the hazards or reduce their risks. Ensure  
1660 the controls are communicated to all involved.

1661

1662 (5) Supervise and evaluate. Enforce standards and controls. Evaluate the  
1663 effectiveness of controls and adjust/update as necessary. Ensure lessons learned are  
1664 fed back into the system for future planning.

1665

1666 f. **Daily update.** Risk Assessments will be updated at least daily. These updates  
1667 consider risk assessments developed during the planning phase, and take into account  
1668 changes in leader-to-led ratios, experience of the trainers, climatic conditions, and  
1669 changes to the training environment.

1670

1671 (1) If the application of the daily risk assessment demonstrates a significant  
1672 change to the overall risk, the unit Commander will notify the Command level authorized  
1673 to approve the new level of risk.

1674

1675 (2) All personnel must understand the hazards and countermeasures applicable  
1676 to a particular training event and deliberate risk assessment worksheets will be briefed  
1677 to unit Cadre and Trainees.

1678

1679 (3) The training unit commander, and the training unit chain of command, are  
1680 responsible for assuming the risk at all training events. The permanently assigned  
1681 cadre provide subject matter expertise, and act as consultants to the training unit  
1682 commander. As in all training, leaders at any level have an inherent requirement to  
1683 prevent unnecessarily risky actions.

1684

1685 f. **Risk Decision Authority.** Risk decision authority is based upon the residual risk  
1686 of an activity after application of control measures. The Commanding General,  
1687 USATC&FJ establishes risk acceptance authority is as follows:

1688

1689 (1) Extremely High Risk

1690 *Commanding General, USATC&FJ.*

1691 *Deputy Commanding Officer, USATC&FJ*

1692

1693 (2) High Risk

1694 *Brigade Commander*

1695

1696 *Commander, Soldier Support Institute*  
1697 *Commandants in the rank of Colonel*  
1698  
1699 (3) Moderate Risk  
1700 *Battalion Commander*  
1701 *Drill Sergeant Academy Commandant*  
1702 *Commandants in the rank of Lieutenant Colonel*  
1703

1704 (4) Low Risk  
1705 *Company Commander*  
1706 *Course Directors in the rank of Captain*  
1707 *Individuals as designated by the Battalion Commander*  
1708

1709 **g. Recurring Training.** The risk for the following recurring ranges and training  
1710 events has been pre-established. Commanders are not authorized to lower the  
1711 predetermined risk without prior, written approval from the Commander, USATC&FJ.  
1712

1713 (1) High Risk Ranges:  
1714 *Night Infiltration Course (NIC)*  
1715 *Maneuver Live fire (Omaha)*  
1716 *Live hand grenades (Remegan)*  
1717

1718  
1719 (2) Moderate Risk:  
1720 *US Weapons (Bastogne)*  
1721 *Rappelling/Rope bridges (Victory Tower)*  
1722  
1723 *Confidence Obstacle Course (COC)*  
1724 *Event Trail*  
1725 *March and Shoot*  
1726 *Static night fires*  
1727 *Reflex fire*  
1728

1729 *Land Navigation Course (Night)*  
1730

1731 (3) Low Risk:  
1732 *Teamwork Development Course (TDC)*  
1733 *Fit To Win Endurance Obstacle Course (FTW)*  
1734 *First Aid*  
1735 *Map Reading*  
1736 *RM Ranges*  
1737 *CBRN*  
1738 *Bayonet Assault Course (BAC, Pugil)*

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1739

1740 **APPENDIX A: REFERENCES**

- 1741  
1742 AR 5-13 - Training Ammunition Management System  
1743  
1744 AR 40-5 – Preventative Medicine  
1745  
1746 AR 95-2 - Air Traffic Control, Airfield/Heliport, and Airspace Operations  
  
1747 AR 200-1 – Environmental Protection and Enhancement  
1748  
1749 AR 350-1 - Army Training and Leader Development  
1750  
1751 AR 350-19 – Army Sustainable Range Program  
1752  
1753 AR 350-38 – Policies and Management for Training Aids, Devices, Simulators, and  
1754 Simulations  
1755  
1756 AR 385-10 - Army Safety Program  
1757  
1758 AR 385-63 - Range Safety  
1759  
1760 AR 600-20 - Army Command Policy  
1761  
1762 AR 600-55 - Army Driver and Operator Standardization Program  
1763  
1764 AR 670-1 - Wear and Appearance of Army Uniforms and Insignia  
1765  
1766 AR 710-2 - Supply Policy Below the National Level  
1767  
1768 DA Form 5514-R TAMIS Training Ammunition Forecast Report.  
1769  
1770 DA Form 581 - Request for Issue and Turn-in of Ammunition  
1771  
1772 DA PAM 350-9 – Index and Description of Army Training Devices  
1773  
1774 DA PAM 350-38 - Standards in Weapons Training  
1775  
1776 DA PAM 385-63 – Range Safety  
1777  
1778 DA Pam 385-64, Ammunition and Explosive Safety Standards  
1779  
1780 DA PAM 710-2-1 - Using Unit Supply System (Manual Procedures)  
1781

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- 1782 DA PAM 600-24 – Health Promotion, Risk Reduction, and Suicide Prevention
- 1783 DoDD 2000.12 - Antiterrorism Handbook 9 February 2004, Chapter 18
- 1784
- 1785 FJ Reg 40-1 - Preventive Medicine, Sanitation, Hygiene
- 1786
- 1787 FJ Reg 40-2 - Field Medical Support and Routine/Emergency Medical Evaluation
- 1788
- 1789 FJ Reg 200-8 - Environmental Protection and Enhancement
- 1790
- 1791 FJ Reg 350-14 - Post Range Regulation
- 1792
- 1793 FJ Reg 385-10 - Safety and Occupational Health Program
- 1794
- 1795 FJ Reg 385-37 - Pyrotechnics and Simulators
- 1796
- 1797 FJ Reg 385-55 - Motor Vehicle Safety
- 1798
- 1799 FJ Reg 385-64 – Ammunition and Explosives Safety
- 1800
- 1801 FJ Reg 710-3 - Ammunition Supply Procedures
- 1802
- 1803 FM 5-19 – Composite Risk Management
- 1804
- 1805 FM 3-22.9 – Rifle Marksmanship M16/M4 Series Weapons
- 1806
- 1807 FM 3-22.27 MK19 Grenade Machine Gun (MOD 3)
- 1808
- 1809 FM 3-22.30 – Grenades and Pyrotechnic Signals
- 1810
- 1811 FM 3-22.65 – Browning Machine Gun .50cal M2
- 1812
- 1813 FM 3-22.68 Crew Served Machine Guns 5.56mm 7.62mm
- 1814
- 1815 FM 8-28 - Treatment of Chemical Agent Casualties and Conventional Military Chemical
- 1816 Injuries
- 1817
- 1818 FM 7-22 - Physical Readiness Training
- 1819
- 1820 Fort Jackson Ceremonies SOP
- 1821
- 1822 ATTP 5-0.1 – Commander and Staff Officer Guide
- 1823
- 1824 Garrison SOP - Annex T (Safety)

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- 1825
- 1826 TB MED 501 - Hearing Conservation
- 1827
- 1828 TC 7-9 - Infantry Live Fire Training
- 1829
- 1830 TRADOC Reg 350-6 - Initial Entry Training (IET) Policies and Administration
- 1831
- 1832 TRADOC Reg 350-29 - Prevention of Heat and Cold Casualties
- 1833
- 1834 TRADOC Reg 350-70 - Systems Approach to Training Management, Processes and  
1835 Products
- 1836

1837 **APPENDIX B: ABBREVIATIONS AND TERMS**

1838 **B-1. Abbreviations**

1839		
1840	AAFES	Army and Air Force Exchange Services
1841	AAR	After-Action Review
1842	AC	Active Component
1843	ACH	Advanced Combat Helmet
1844	ACS	Army Community Service
1845	ACU	Army Combat Uniform
1846	A&E	Ammunition and Explosives
1847	AER	Army Emergency Relief
1848	AG/DHR	Adjutant General/Directorate of Human Resources
1849	AGR	Active Guard Reserve
1850	AIT	Advanced Individual Training
1851	ALC	Advanced Leader Course
1852	APFT	Army Physical Fitness Test
1853	APFU	Army Physical Fitness Uniform
1854	ARTEP	Army Training and Evaluation Program
1855	ASP	Ammunition Supply Point
1856	ATC	Army Training Center
1857	ATEC	Army Test and Evaluation Command
1858	ATRRS	Army Training Requirements and Resources Systems
1859	AXP	Ambulance Exchange Point
1860	BCT	Basic Combat Training
1861	CALS	Committee for Ammunition Logistics Support
1862	CALFEX	Combined Arms Live Fire Exercise
1863	CID	Criminal Investigation Division
1864	CG	Commanding General
1865	CMF	Career Management Field
1866	CMHS	Community Mental Health Service
1867	CofS	Chief of Staff
1868	CONUS	Continental United States
1869	COR	Contracting Officer's Representative
1870	COT	Commander of Troops
1871	CQ	Charge of Quarters
1872	CRP	Cadre Resiliency Program
1873	DA	Department of the Army
1874	DCG-IMT	Deputy Commanding General – Initial Military Training
1875	DENTAC	Dental Command
1876	DIS	Defense Investigative Services
1877	DOC	Directorate of Contracting
1878	DODDAC	Department of Defense Activity Code
1879	DODIC	Department of Defense Identification Code

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1880	DPTMS	Directorate of Plans, Training, Mobilization and Security
1881	DPW	Directorate of Public Works
1882	DSA	Drill Sergeant Academy
1883	DTMS	Digital Training Management System
1884	EMS	Emergency Medical Service
1885	EO	Environmental Officer
1886	ENV	Environmental Division
1887	EOD	Explosive Ordnance Disposal
1888	ESL	English as a Second Language
1889	FTX	Field Training Exercise
1890	GIS	Geographic Information Systems
1891	GO	General Officer
1892	ICO	Installation Chaplain Office
1893	IET	Initial Entry Training
1894	IG	Inspector General
1895	IOC	Installation Operations Center
1896	ISO	Installation Safety Office
1897	ITAM	Integrated Training Area Management
1898	LRAM	Land Rehabilitation and Maintenance
1899	LRPC	Long Range Planning Calendar
1900	MAC	Master Activities Calendar
1901	MAHC	Moncrief Army Health Clinic
1902	MACOM	Major Army Command
1903	MEDDAC	Medical Command
1904	MEDEVAC	Medical Evacuation
1905	METL	Mission Essential Task List
1906	METT-TC	Mission, Enemy, Terrain, Troops – Time, Civilians
1907	MILES	Multiple Integrated Laser Engagement System
1908	MOEC	Memorandum of Environmental Consideration
1909	MOI	Memorandum of Instruction
1910	MOUT	Military Operations on Urban Terrain
1911	MOS	Military Occupational Specialty
1912	MPI	Military Police Investigations
1913	MTB	Motor Transportation Branch
1914	MTC	McCrary Training Center
1915	MTOE	Modification Table of Organization and Equipment
1916	NAF	Non-Appropriated Funds
1917	NCCA	National Center for Credibility Assessment
1918	NET	New Equipment Training
1919	OF	Objective Force
1920	OPLAN	Operation Plan
1921	OPLOADS	Operational Loads
1922	OPORD	Operation Order

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1923	OPREP	Operation Report
1924	OPSEC	Operation Security
1925	OSHA	Occupational Safety and Health Administration
1926	OSJA	Office of the Staff Judge Advocate
1927	PERSTAT	Personnel Statistics
1928	PMO	Provost Marshal Office
1929	POI	Program of Instruction
1930	PTRP	Physical Training and Rehabilitation Program
1931	QASAS	Quality Assurance Specialist Ammunition Surveillance
1932	RA	Risk Assessment
1933	RC	Reserve Component
1934	REC	Record of Environmental Consideration
1935	RO	Reviewing Officer
1936	RFMSS	Range Facility Management Scheduling System
1937	RM	Rifle Marksmanship
1938	RTLA	Range Training Land Assessment
1939	SAEDA	Subversion and Espionage Directed Against the Army
1940	SATB	Semi-Annual Training Briefing
1941	SAW	Squad Automatic Weapon
1942	SCARNG	South Carolina Army National Guard
1943	SIR	Serious Incident Report
1944	SJA	Staff Judge Advocate
1945	SLC	Senior Leader Course
1946	SMCT	Soldier's Manual of Common Tasks
1947	SOP	Standard Operating Procedures
1948	SRA	Sustainable Range Awareness
1949	SRP	Sustainable Range Program
1950	TAAC	Training Ammunition Authorization Committee
1951	TAMIS-R	Total Ammunition Management Information System - Redesigned
1952	TDS	Trial Defense Services
1953	TDY	Temporary Duty
1954	TEWT	Tactical Exercise Without Troops
1955	TMC	Troop Medical Clinic
1956	TRAAP	TRADOC Requirement Authorization Ammunition Program
1957	TRADOC	Training and Doctrine Command
1958	TRI	Training Requirements Integration
1959	TSC	Training Support Center
1960	TSP	Training Support Package
1961	UIC	Unit Identification Code
1962	VBL	Victory Block Leave
1963	VF	Victory Forge
1964	VT	Victory Tower
1965	WLC	Warrior Leader Course

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**B-2. Terms**

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

Program of Instruction. The program of instruction 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 program of instruction 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.

1991 **APPENDIX C: QUARTERLY TRAINING BRIEF FORMAT**

1992  
1993 **C-1. ATTENDEES.**

1994  
1995 a. Command Group. The CG, DCO, PCSM, CofS, 165 Infantry Brigade Commander  
1996 and Command Sergeant Major, 193 Infantry Brigade Commander and Command  
1997 Sergeant Major, USAG Fort Jackson Commander and Command Sergeant Major  
1998 attend the quarterly training briefs when scheduled.

1999  
2000 b. Staff. The staff from the USATC and select members of the USAG staff attend the  
2001 QTBs. At a minimum, this includes the USATC coordinating and personal staff, and this  
2002 includes the DPTMS, DPW and additional members as directed by the Commander,  
2003 USAG.

2004  
2005 **C-2. FREQUENCY AND SCHEDULING.**

2006 As implied, the QTB is conducted the second month of each quarter in accordance with  
2007 Fort Jackson strategic plan and the MAC. The G3 coordinates block times with the  
2008 CG's administrative assistant, and then coordinates specific times with brigade S3s.  
2009 When necessary, changes are recommended to the schedule and published on the  
2010 MAC and in the weekly FRAGO.

2011  
2012 **C-3. RESPONSIBILITIES.**

2013  
2014 a. The staff proponent for the QTB is the USATC&FJ G3.

2015  
2016 b. Brigade commanders and their staff prepares the slides or other items for the  
2017 QTB, and publishes a read ahead for the QTB NLT 2 duty-days ahead of the QTB.

2018  
2019 c. Brigades identify a location for the QTB and establish a briefing site that is  
2020 conducive for their brief to the CG. If a brigade wants to use the Post Conference  
2021 Room, brigades will coordinate that location through the Secretary of the General Staff  
2022 (SGS).

2023  
2024 d. The G3 provides a base format for the QTBs to the brigade S3s. Brigade S3s and  
2025 commanders modify the QTB format as necessary to facilitate a discussion and  
2026 dialogue with the CG.

2027

2028 **APPENDIX D: SELECT TRAINING EVENTS**

2029

2030 **D-1. FAMILY DAY AND GRADUATION.**

2031 The Fort Jackson Ceremonies SOP establishes the standard organization and format  
2032 for the Family Day and Graduation Ceremony for BCT units at Ft. Jackson. USATC &  
2033 FJ has an Installation Standard Program units will use for these events.

2034

2035 **D-2. CHANGES OF COMMAND / RESPONSIBILITY.**

2036 Battalion level changes of command and changes of responsibility, and higher, are  
2037 formal ceremonies that display a unit's pride and discipline. The Fort Jackson  
2038 Ceremonies SOP establishes the standard script and ceremony sequence for these  
2039 events.

2040

2041 **D-3. VICTORY BLOCK LEAVE.**

2042 VBL is an annual opportunity for Fort Jackson cadre to cease training and celebrate the  
2043 December holidays with their Family. Trainees are authorized to take leave, and return  
2044 to their Families to celebrate this period as well. The G3 produces the VBL OPORD  
2045 annually, and publishes the guidance which delineates duties and responsibilities that  
2046 govern the execution of VBL in September, and then conducts rehearsals for the  
2047 operation in December each year.

2048

2049 **APPENDIX E: MANDATORY TRAINING REQUIREMENTS**

2050  
 2051 In accordance with AR 350-1, DA PAM 350-1, and TR 350-6 the table below indicates  
 2052 the mandatory training requirements for personnel assigned to Fort Jackson as  
 2053 permanent party. The POIs for each course taught at Fort Jackson govern the training  
 2054 requirements necessary for graduation from the course. AR 350-1, TRADOC 350-6,  
 2055 and local regulations and policies will provide any other requirements.  
 2056

Subject	Authority / Reference	Proponent	Frequency
ACFT (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
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

2057  
 2058 \*Note: Individual Weapons Qualification is an Army requirement semi-annually.  
 2059 However, the lack of individually assigned weapons precludes the completion of that  
 2060 requirement for permanent party cadre at Fort Jackson.

2061  
 2062 O – Ongoing                      S – Semi-Annual  
 2063 A – Annual                         I – IN processing

2064 **APPENDIX F**  
2065 **CADRE RESILIENCY PROGRAM**

2066  
2067 a. The Cadre Resiliency Program (CRP) is designed to enhance the professional,  
2068 spiritual, and personal wellness of Fort Jackson cadre and their Families. It is meant to  
2069 give Cadre the tools to be successful during their time on Fort Jackson and to be a time  
2070 of rest, reflection, and growth after the first year and second year (for extended tour  
2071 cadre) on the trail.

2072  
2073 b. Commanders are responsible for scheduling and ensuring all drill sergeants  
2074 participate in the CRP. To develop and / or maintain resiliency in our Fort Jackson drill  
2075 sergeants & AIT platoon sergeants through thoughtful, relevant, and informative course  
2076 work designed around a half-day schedule, while affording them the time to reconnect  
2077 with their Families, and / or spend personal time to better themselves and update their  
2078 personal affairs. The program will only be used while the drill sergeants & AIT platoon  
2079 sergeants are in cycle and not during cycle break.

2080  
2081 c. The components of CRP, scheduling requirements, and forms to be completed by  
2082 drill sergeants in preparation for the execution of CRP are published as Tab D (CRP) to  
2083 Appendix 7 (Installation Functional Courses) to Annex C (Operations) to the Base  
2084 OPORD.

2085  
2086

2087 **APPENDIX G: POST DETAIL SUPPORT**

2088

2089 **G-1. General.**

2090 The purpose of this Appendix is to provide guidance for the use of BCT Trainees for  
2091 details/support. This applies to assigned, attached tenant unit/Directorate activities on  
2092 Fort Jackson

2093

2094 **G-2. Tasking.**

2095 Post detail support is tasked to Brigades. The responsibility for post detail support is  
2096 aligned with training weeks, Sunday through Saturday. Post detail support is generally  
2097 conducted Monday through Friday from 0830-1630. In the event of official holidays or 6-  
2098 company fill, post detail support may be required on weekends or training holidays. Any  
2099 changes or additions to post detail after T-week refinement require G3 approval. Post  
2100 headquarters flag detail is not part of the post detail and is covered under separate  
2101 guidance.

2102

2103 **G-3. Scope.**

2104 Post detail support may be used to perform duties exceeding the capabilities assigned  
2105 personnel. Trainee augmentation should only be used in cases of organic TDA  
2106 shortages caused by unusual circumstances. Trainees will not perform duties normally  
2107 performed by assigned personnel, civilian employees or contracted services. Trainees  
2108 will not perform details deemed unsafe. Trainees pending discharge action under the  
2109 provisions of AR 635-200 will not perform details outside of the battalion area of  
2110 responsibility.

2111

2112 **G-4. Requirements.**

2113 Requirements for post detail are coordinated through G3 CUOPS. Detail personnel are  
2114 available from 0830 to 1630 the day of the detail. Any unit, activity or agency requesting  
2115 post detail support will provide transportation for the detail, with the exception of the  
2116 National Center for Credibility Assessment (NCCA), CIF, post clean-up, post  
2117 headquarters and post museum details. CIF and NCCA detail times are 0800-1700.

2118

2119 a. Trainees consume breakfast prior to execution of Post Detail. Trainees eat a  
2120 DFAC-provided lunch. Trainees supporting NCCA are issued an MRE for lunch and  
2121 remain in the NCCA area of operations. Trainees will have access to fresh water at all  
2122 times.

2123

2124 b. Uniform common to all detail personnel:

2125

2126 (1) ACU/OCP with patrol cap will be clean and serviceable.

2127

2128 (2) Hydration system.

2129

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2130 (3) Gloves.

2131

2132 (4) Protective eyewear.

2133

2134 (5) Hearing protection.

2135

2136 c. Specific uniform requirements are listed in the table of standing detail requests.

2137 No weapons or ammunition are allowed on any detail.

2138

2139 **G-5. Requests.**

2140 Activities/agencies requesting detail support agree to provide all logistical support to  
 2141 trainees. Detail supervisors must provide completion certificates of required leader and  
 2142 cadre training IAW section 2. Requests for detail support will include the following  
 2143 information:

2144

2145 a. Requesting unit/agency/activity.

2146

2147 b. Number of personnel required.

2148

2149 c. Location of work to be performed.

2150

2151 d. Description and scope of work to be performed.

2152

2153 e. Special equipment required.

2154

2155 f. Justification for trainee support.

2156

2157 g. Point of contact (POC) information of the individual responsible for supervising the  
 2158 detail.

2159

2160 **G-6. Standing Requests.**

2161 The following are permanently approved details and do not require a support request  
 2162 letter. These numbers may increase or decrease depending on mission requirements:

2163

Supported Agency	Personnel Required (average)	Unit Trans	Report Time	Special Equipment	POC Contact Info
NCCA	32	Yes	0800	MRE, LRC bus transportation	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

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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

2164

2165

2166 **G-7. Post Clean Up and Post Headquarters.** A minimum of two drill sergeants/NCOs  
 2167 assigned to post clean up detail and Post Headquarters detail will report to BLDG 2400  
 2168 on Jackson Blvd at 0830 the morning of their detail. Detail will consist of 30 Trainees  
 2169 and two drill sergeants/NCOs. Tasked unit will also supply two vehicles for detail. The  
 2170 recommended vehicles are LMTVs or any other combination of two vehicles capable of  
 2171 transporting two 15-Soldier details with assigned NCOs/DSs.

2172 **Tab A to Appendix G**  
2173 **National Center for Credibility Assessment (NCCA) Soldier Support**  
2174

2175 a. IAW DoD Directive 5210.48 “The Secretary of the Army shall provide facility,  
2176 administrative, logistical and practical examination support as to the NCCA may  
2177 require.” Such support may also be required for other polygraph credibility assessment  
2178 education, training and research. As an executive agent for the SECARMY,  
2179 USATC&FJ provides this support to NCCA as outlined herein.

2180  
2181 b. DoD Directive 5210.48 Polygraph and Credibility Assessment Program dated 24  
2182 April 2015. Post Detail Support Memorandum dated 5 August 2008.

2183  
2184 c. This tab provides guidance for supporting NCCA with personnel from BCT and  
2185 permanent party Soldiers.

2186  
2187 (1) NCCA requests Soldiers required through the G3 CUOPS no less than eight  
2188 weeks ahead of the dates needed. The detailed unit coordinates with LRC for bus  
2189 transportation to and from NCCA ensuring Trainees/Soldiers are moved in one  
2190 transportation lift. Coordination is scheduled during the T-6 BCT unit lock in battle  
2191 rhythm meeting.

2192  
2193 (2) The detailed unit coordinates with LRC for bus movement to and from the  
2194 NCCA. 3-60 IN Battalion marches to and from the NCCA.

2195  
2196 (3) Trainees/Soldiers participating in labs remain for the duration of the tasking  
2197 period and are not replaced or substituted unless emergencies dictate.

2198  
2199 (4) Trainees/Soldiers are escorted by a unit representative and seated at NCCA  
2200 at 0800 the day of the detail. The detail will conclude at approximately 1700. Proper  
2201 transfer of accountability and responsibility between NCCA and the unit will include unit  
2202 representative signing in and exchanging contact information. Trainees eat breakfast in  
2203 their respective DFAC and consume an MRE for lunch.

2204  
2205 (5) Participants are briefed and rehearsed in “mock” training scenarios  
2206 conducted by students and monitored by NCCA faculty. Trainees/Soldiers can be  
2207 informed of the day’s events, however participants are briefed and continuously  
2208 monitored by NCCA staff members on training scenarios used to train students at  
2209 NCCA.

2210  
2211 (6) Trainees/Soldiers are clean with clean uniforms, well rested and should not  
2212 be brought in from field duty the night before the detail.

2213

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2214 (7) The Trainees/Soldier's chain of command ensures they have been provided  
2215 breakfast prior to arrival and an MRE for lunch. Trainees/Soldiers remain in the NCCA  
2216 area during lunch from 1130-1230. Trainees/Soldiers are not transported to a DFAC for  
2217 lunch.

2218  
2219 (8) Trainees/Soldiers do not have weapons or ammunition for the NCCA tasking.

2220  
2221 (9) Tobacco products and cell phones are prohibited during this tasking.

2222  
2223 (10) Trainees/Soldiers have a personal water source (i.e. Camelbak or canteen).

2224  
2225 (11) Trainees/Soldiers must be in good health, 18 to 55 years old and be able to  
2226 understand what they read. There may be occasional restraints on Trainees/Soldiers  
2227 for certain research projects. These requests will be detailed in the Trainees/Soldiers  
2228 support request to the G3.

2229  
2230  
2231

2232 **APPENDIX H: LIVE FIRE INCIDENT REVIEW BOARD**

2233

2234 **H-1. MISSION.**

2235 USATC&FJ implements a live-fire incident review board as required capturing lessons  
2236 learned and developing future mitigation strategies for any live-fire incidents occurring  
2237 during training on Fort Jackson.

2238

2239 **H-2. EXECUTION.**

2240

2241 a. Intent: Reduce live-fire incidents occurring within commands because of a lack of  
2242 discipline, training, and failure to follow regulatory and procedural guidelines. We do this  
2243 by conducting a review board after such incidents occur and focusing efforts  
2244 determining root causes and implementing corrective actions. It is an opportunity for us  
2245 to collectively review a broad spectrum of factors determining if we have systemic  
2246 system failures at the installation level. Figure 1 in paragraph H-2.d. lists the level of  
2247 command responsible for the type of live-fire incident.

2248

2249 b. Battalion commander and battalion CSM of the unit involved conducts an AAR to  
2250 the live-fire incident review board at the assigned level of command within thirty days of  
2251 the incident. The AAR includes:

2252

(1) Review of unit risk assessment and unit safety brief on the day of training.

2254

2255 (2) Review of training objectives and the task, condition, and standard for the  
2256 training event.

2257

(3) Review of the Range SOP.

2259

(4) Review of unit weapons awareness reinforcement SOP and training plan.

2261

(5) Number of personnel present for training.

2263

(6) Weather and light data for the training event.

2265

2266 (7) Details of 'who, what, and where' the incident or event happened to include  
2267 maps.

2268

2269 (8) Details of 'how' the incident or event happened to include diagrams of the  
2270 site.

2271

(9) Demonstration of "cause and effect" of the training incident.

2273

(10) Lessons learned and future mitigation strategies.

2274

2275  
2276  
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2280

c. Incidents requiring this AAR process and the level of command responsible for conducting the LFIRB/AAR is listed below in Figure 1.

**Incident Type/LFIRB/AAR Requirement with Assigned Responsible Command**

1	Live-fire incidents during blank-fire events.	- Brigade/PIE level.
2	Live-fire incidents resulting in injury of personnel	- Bn level if injured person was immediately returned to duty on site.
3	Live-fire incidents resulting in damage to equipment	- Bn level less than \$5K damage. - Senior Commander level above \$5K damage which is an official Army safety accident
4	Incidents resulting in rounds fired outside of an approved SDZ.	- Bde/PIE level.
5	Live-fire negligent discharges.	- Bde/PIE level.
6	Any action determined by the CG to warrant convening of the board	- Senior Commander can direct LFIRB for any live fire incident or change any level.

2281  
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2289

**Figure 1**

**Note:** Live-fire incidents require an LFIRB/AAR at either Bn, Bde, or Senior Commander level. Brigade or PIE Commanders/Directors may request an exception to policy (ETP) to the Senior Commander waiving or changing a LFIRB requirement or level. An ETP is only for an incident where the root cause is clearly known, the Brigade Commander or Director is taking appropriate corrective actions, and the situation does not affect other units on Fort Jackson.

2290 **APPENDIX I: FATALITY SOP**

2291

2292 **I-1. REFERENCES.**

2293

2294 a. AR 1-33, The Army Memorial Program, dated 30 May 2006.

2295

2296 b. AR 15-6, Procedures for Administrative Investigations and Boards of Officers,  
2297 dated 1 Apr 2016.

2298

2299 c. AR 360-1, The Army Public Affairs Program, dated 25 May 2011

2300

2301 d. AR 385-10, The Army Safety Program, dated 24 Feb 2017.

2302

2303 e. AR 600-8-4, Line of Duty Policy, Procedures, and Investigations, dated 4 Sep  
2304 2008.

2305

2306 f. AR 638-8, Army Casualty Program, dated 23 Jun 2015.

2307

2308 g. AR 638-2, Army Mortuary Affairs Program, dated 28 Nov 2016.

2309

2310 h. CID Reg 195-1, Army Criminal Investigation Program.

2311

2312 i. TRADOC Reg 1-8, TRADOC Operations Reporting, Chapter 3, dated 11 Aug  
2313 2017.

2314

2315 j. Change 1, 10 Oct 2000, to TRADOC Reg 385-2, TRADOC Safety Program,  
2316 dated 23 Oct 2015.

2317

2318 k. TC 16-2, Religious Support to Casualties, Memorial and Funeral Services,  
2319 dated 15 December 1991.

2320

2321 l. TRADOC Memorandum of Instruction, Fatal Accident Notification and Fatality  
2322 After Action Review (FAAR), dated 15 June 2006

2323

2324 m. USATC&FJ Ceremony SOP, 12 June 2017

2325

2326

2327 **I-2. PURPOSE.**

2328 This Appendix serves as a guide for any death of a Soldier or on-duty death of a  
2329 Department of the Army Civilian or contract employee. Unit commanders must act  
2330 quickly and initiate notifications to the Chain of Command and military investigators,  
2331 secure evidence, and establish a unit representative for the casualty until relieved by  
2332 proper authorities.

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**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

2375 Casualty Assistance Center (CAC) for active duty Soldiers. Units will not contact Next  
2376 of Kin until official casualty notification is confirmed.

2377

2378 **b. Military Police and Criminal Investigation Division (CID).** The unit will notify  
2379 Emergency Services (EMS) about any serious accident or discovery of a deceased  
2380 individual. CID can be notified by the unit. Military Police and CID will notify the CAC  
2381 for active duty Soldiers.

2382

2383 **c. IOC.** The unit will complete and forward the Initial OPREP to the Brigade. The  
2384 brigade staff will report the OPREP to the IOC without delay. The IOC will notify Fort  
2385 Jackson Leadership, the Public Affairs Office (PAO). The OPREP will be sent to  
2386 TRADOC only when the OPREP is approved by the USATC Chief of Staff. For OPREP  
2387 reporting format see TRADOC Reg 1-8.

2388

2389 **d. Casualty Assistance Center (CAC).** The brigade S1 or representative will  
2390 contact the CAC telephonically, and forward updated active duty Soldier casualty  
2391 information as available. The CAC deploys a Casualty Notification Team, consisting of  
2392 a Casualty Notification Officer (CNO) and Chaplain, to the casualty's NOK (there may  
2393 be more than one). A Casualty Assistance Officer (CAO) will be confirmed within four  
2394 hours, and be deployed to the NOK when the CAC receives acknowledgment that  
2395 notification has been made. Units do not contact the NOK directly until official casualty  
2396 notification is confirmed. The Casualty Mortuary Affairs Operations Center (CMAOC)  
2397 will manage the notification process for all multiple casualty events, ensuring that all  
2398 casualty Primary Next of Kin (PNOK) are notified first, along with any Very Seriously  
2399 Injured/III (VSI) where death is imminent.

2400

2401 **e. Public Affairs.** Public release of information on injured or deceased personnel  
2402 (including names) will be made as soon as possible, within Privacy Act constraints, after  
2403 the local casualty assistance officer has confirmed that the next of kin have been  
2404 officially notified. Statement will simultaneously release to media and post to official  
2405 External Official Presences (Website and Social Media). Units involved will share the  
2406 Fort Jackson EOP release to their unit page and refer all questions to PAO. Units will  
2407 not shut down their page and may request hands on assistance from public affairs for  
2408 crisis management.

2409

2410 (1) When circumstances permit, one-story, single-release coverage of accidents  
2411 or incidents is desirable. Normally, information released will be as follows:

2412

2413 (a) Announcement that an accident or incident occurred.

2414

2415 (b) Location and time of the accident or incident.

2416

2417 (c) Names and addresses of deceased or injured will be withheld until such time  
2418 as next of kin have been officially notified. After notification, PAO may release the  
2419 names and city and state addresses.

2420  
2421 (d) Before official findings are available, state, "An investigation is being  
2422 conducted to determine the cause."

2423 (e) To remove or lessen the anxiety of other personnel on the installation, names  
2424 and addresses should be released simultaneously with the release of accident news or  
2425 as soon thereafter as possible.

2426  
2427 f. **Appoint Summary Court Martial Officer (SCMO).** The battalion or brigade  
2428 commander appoints a SCMO and the brigade staff publishes the orders. The SCMO  
2429 collects and disposes of casualty's personal effects when released by military  
2430 investigators.

2431  
2432 **I-6. INVESTIGATIONS.**

2433 Numerous investigations are required whenever a Soldier is injured, killed, or found  
2434 deceased. The purposes of the investigations are to determine the cause of the injury,  
2435 whether the cause of death was in the line of duty, or if charges are appropriate. Units  
2436 will secure the accident or casualty discovery sites, preserving any potential evidence  
2437 and witnesses until relieved by proper military authorities.

2438  
2439 a. **Cause of Death Investigation.** Military Police and CID initiate an investigation  
2440 for all deaths occurring on Fort Jackson and any off post deaths of Army interest, as  
2441 deemed necessary by the CID Special Agent in Charge.

2442  
2443 b. **Line of Duty Investigation.** The Line of Duty (LOD) investigation determines the  
2444 circumstances of disease, injury, or death of a Soldier. Army Civilians and contractors  
2445 will only investigate off post if their capacity was of Army interest. The Brigade  
2446 Commander may appoint a LOD Officer when required, following a medical  
2447 determination. The unit commander will promptly execute DA Form 2173 and the  
2448 Medical Treatment Facility (MTF) will complete section 1 of the DA Form 2173.

2449  
2450 c. **Article 15-6 Investigation** (AR 15-6, Para 2-1c :) Only a general court-martial  
2451 convening authority may appoint a formal/informal investigation or board (chap 4) for  
2452 incidents resulting in property damage of \$2,000,000 or more, the loss or destruction of  
2453 an Army aircraft or missile, an injury and/or illness resulting in, or likely to result in,  
2454 permanent total disability, the death of one or more persons, and the death of one or  
2455 more persons by fratricide/friendly fire."

2456  
2457 d. **Army Safety Board Investigation.** AR 385-10 requires a Safety Board for any  
2458 accident / injury resulting in death of any military personnel, DA Civilian, or contract  
2459 personnel. The Installation Safety Office and the Fort Jackson Command Group selects

2460 the board members. IAW AR 385-10, the general court-martial convening authority will  
2461 then appoint the board.

2462

2463 **I-7. MEMORIAL CEREMONIES AND SERVICES.**

2464 Memorial honors, ceremonies and services are a command responsibility. Units will  
2465 render memorial honors to each Soldier who dies while assigned or attached to a unit.  
2466 Exceptions for memorial ceremonies or services may be considered for Soldiers who  
2467 die in a less than honorable manner (such as dying in the commission of a crime); or for  
2468 Soldiers attached for less than 30 days who are permanently assigned to another duty  
2469 station/unit that intends to perform honors. Memorial ceremonies that emphasize  
2470 patriotic themes will normally be conducted on Fort Jackson. See USATC&FJ  
2471 Ceremony SOP, Chapter 5.

2472

2473 **I-8. FATALITY REVIEW BOARDS.**

2474 The Fatality After Action Review (FAAR) Board is required for any accidental death of a  
2475 Soldier or on-duty Army Civilian or contract employee. The FAAR Board is conducted  
2476 within 14 days of the incident. The FAAR format is shown in Enclosure 2, TRADOC  
2477 MOI and para. I-13. The FJ Safety office is responsible for coordination the FAAR  
2478 between the Command Group, the unit, and required staff personnel.

2479

2480 **a. FAAR Board Members**

2481

2482 (1) Commanding General, Deputy Commanding Officer or Chief of Staff

2483

2484 (2) Unit/Organization chain of command from the first line supervisor through  
2485 brigade commander or equivalent.

2486

2487 (3) Medical Treatment Facility (MTF) Commander.

2488

2489 (4) Other members as required, such as Drug and Alcohol Counseling Officer,  
2490 Risk Reduction Officer, Provost Marshal, Chaplain, Casualty Assistance Center, Staff  
2491 Judge Advocate, Safety Officer, and /or Chief, Behavioral Health Services.

2492

2493 **b. Final Report.** Within 10 days of the conclusion of the FAAR Board, the Senior  
2494 Mission Commander will forward the Assessment and FAAR Report in memorandum  
2495 Format. The memorandum will focus on the cause of the accident and any contributing  
2496 factors to include leadership failures, and any recommendations to prevent recurrence;  
2497 distribution of this report is to the TRADOC Commander, Safety Director, and  
2498 Command Surgeon.

2499

2500 **c. Exceptions.** Exceptions from this requirement must be approved by the  
2501 TRADOC Commander, Deputy Commanding General or Chief of Staff. An example

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2502 warranting exception would be a commercial transportation accident (Commercial  
2503 airline, bus, or train) not under contract to the Army.  
2504

FJ 350-1  
 Training and Training Support

2505  
 2506

**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 Hour	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

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		Complete Army Accident Report (if applicable)	Unit / BDE S1
--	--	---	---------------

2507  
 2508

**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

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 Training and Training Support

		Place Obituary in "The Leader"	Unit
		Lock in time for Memorial Ceremony on CG's Calendar	Unit / BDE S3

2509  
 2510  
 2511

**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

2512

2513 **I-9. Letter of Condolence Example**

2514  
2515 Mr. and Mrs.  
2516 Address

2517  
2518  
2519 Dear Mr. and Mrs. .

2520  
2521 I would like to express my deepest condolences for the sudden loss of your  
2522 son/daughter. I realize the death of a child is one of the most difficult events a parent  
2523 can experience. We know the irreparable loss that you have suffered and fully realize  
2524 there is little we can say to help you in this moment of sorrow. Your son/daughter  
2525 possessed the attributes required of a Soldier and displayed the drive to become part of  
2526 the Army team. We will miss his contributions and potential, but we will remember his  
2527 desire and his memory. I extend to you the thoughts and prayers of the Battalion to  
2528 hopefully help you through this time of sorrow.

2529  
2530  
2531

2532  
2533 **Sincerely,**

2534  
2535  
2536

2537  
2538 Lieutenant Colonel, United States Army  
2539 **Commanding Officer**

2540  
2541

2542 **I-10 Fatality After Accident Review**

2543

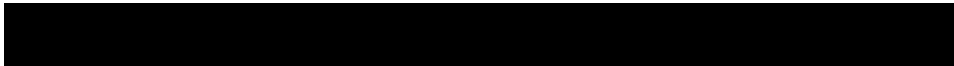
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### **Fatality AAR Briefing Agenda**

- **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**

2545



2546 **I-10 Fatality After Accident Review (Cont)**

2547

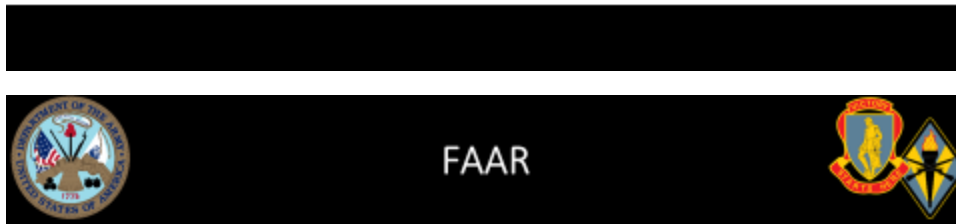


**Biography/Personal Data**

**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 impactation Soldier.
- Most Recent/Next scheduled PCS, Training event, deployment
- Changes of Command in Unit
- Activated Reserve Component Personnel? Date Activated

2548



**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.**

2549

2550

2551

2552 **I-10 Fatality After Accident Review (Cont)**

2553



**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**



2554

2555



FAAR



**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.**

2556

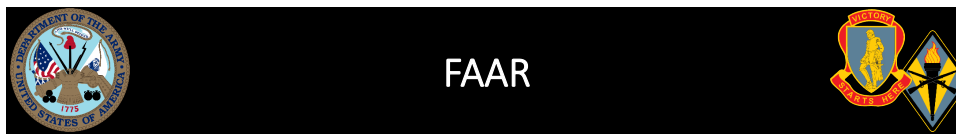
2557 **I-10 Fatality After Accident Review (Cont)**



**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)**

2558



**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**

2559

2560

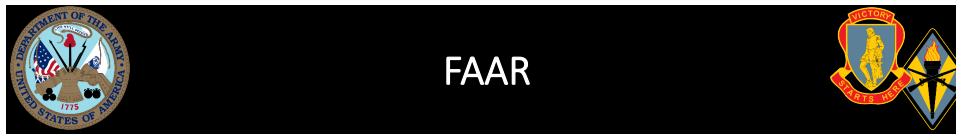
2561 **I-10 Fatality After Accident Review (Cont)**



**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.)**

2562



**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**

2563

2564

2565 **I-11 FRB FAAR Findings and Recommendations Example**

2566  
2567 ATZJ-XX X XXXXXX 20XX  
2568

2569  
2570 MEMORANDUM FOR Commander, TRADOC

2571  
2572 SUBJECT: Fatality Review Board (FRB) Fatality After Action Review (FAAR) Findings  
2573 and Recommendations, (date of accident, type accident, victim name/rank)  
2574

2575  
2576 1. The FRB met on (Date) to review the circumstances surrounding the subject  
2577 accident. A copy of the FRB charts is enclosed.

2578  
2579 2. Information and lessons learned from the accident/incident are as follows:

2580  
2581 a. Background.

2582  
2583 (1) Type accident/incident: (POV, training, recreation, etc.)  
2584

2585 (2) Victim biography/personal data: (name, rank, unit, age, gender, duty status  
2586 on-/off-duty, leave, pass, TDY, recently returned from overseas deployment, activated  
2587 Reserve component, date activated)  
2588

2589 (3) Accident synopsis: include relevant events 48 hours prior to  
2590 accident/incident.

2591  
2592 (4) Training, as appropriate to accident/incident type: (Defensive Driver Course,  
2593 Remedial Driver Training, Motorcycle Driver Training, etc.)  
2594

2595 (5) Experience/Currency, as appropriate: (How long had person been  
2596 performing task/level of experience [e.g., number of years operating motorcycle,  
2597 number of parachute jumps, etc.)  
2598

2599 b. FAAR Assessments/findings.

2600  
2601 (1) Causative/contributing factors: (Direct/indirect, leader failure, communication  
2602 failure, etc.)  
2603

2604 (2) Lessons-learned/after-action initiatives or recommendations: What could  
2605 have been done to prevent this loss? Future losses?  
2606

2607 (3) Recommendations: Who needs to do what, when, how?

FJ 350-1  
Training and Training Support

2608

2609

3. Information in this report is based on information currently available. The  
\_\_\_\_\_and/or\_\_\_\_\_ (police, autopsy, etc.) reports are still pending.

2611

2612

4. Corrective actions identified by the board have/have not been implemented.

2613

2614

2615

2616

2617 Encl

NAME.

2618

Major General, U.S. Army

2619

Commanding

2620

2621 CF:

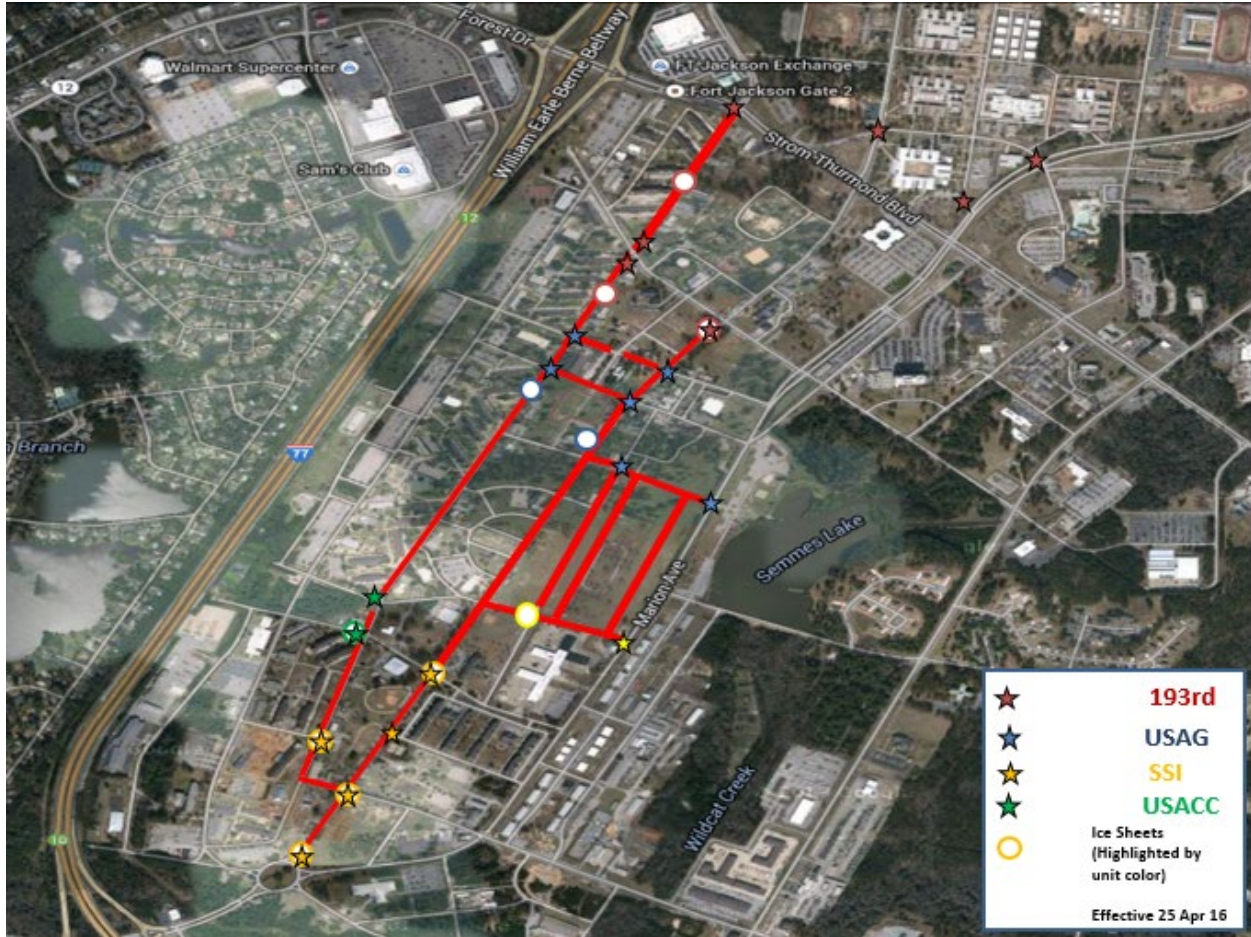
2622 Commander, USAAC

2623 TRADOC Surgeon

2624

2625  
2626

### APPENDIX J: FORT JACKSON PROTECTED RUN ROUTES



2627  
2628

Figure J-1

FJ 350-1  
Training and Training Support



- ★ Run Barrier
- ★ Ice Point Area

2630

Figure J-2

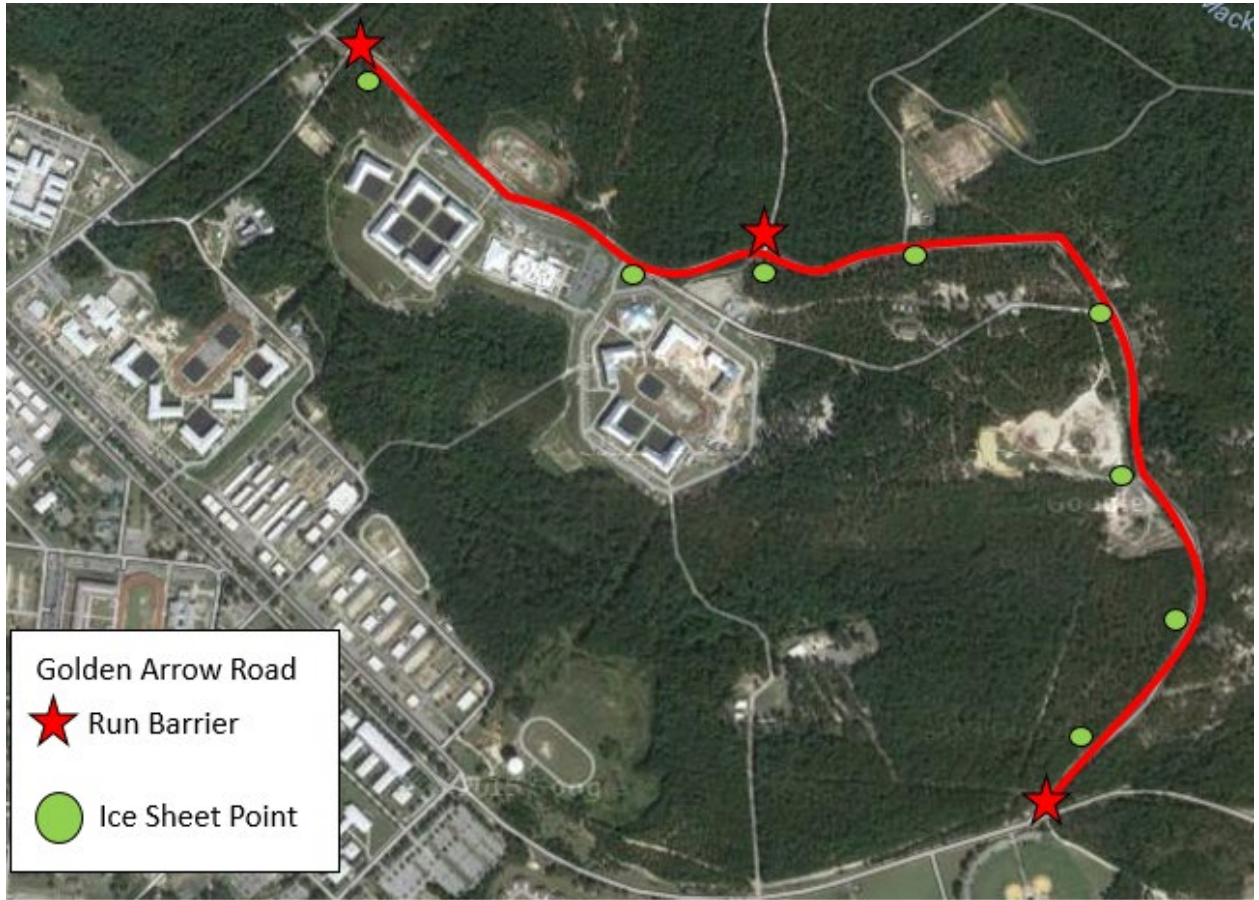


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Figure J-3





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Figure J-5

2637  
 2638

**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

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 Training and Training Support

TOWER	G7011	LPA
Range 8		
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

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 Training and Training Support

AMMO POINT	H4008	LAA
BLEACHERS	No Number	LPA
CADRE BLDG/WPNR	H4002	LAA
CHOW AREA	H4006	LAA
BLEACHERS W/COVER	No Number	LPA
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

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 Training and Training Support

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
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	

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 Training and Training Support

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

2639  
 2640

2641 **APPENDIX L: MEDEVAC PLAN**

2642  
2643 **L-1. PURPOSE.**

2644 To provide guidance for the procedures and policies in the event of emergency medical  
2645 evacuation occurring on Fort Jackson, South Carolina; and to outline overall  
2646 responsibilities and actions of Fort Jackson agencies during a medical emergency.  
2647 Detailed actions and procedures specific to a particular organization will be outlined in  
2648 the unit specific SOP.

2649  
2650 **L-2. APPLICABILITY.**

2651 a. All military and civilian units, activities, and organizations organic to Fort Jackson.  
2652 All Tenant Units on Fort Jackson. US Army Reserve and US Army National Guard when  
2653 on the Installation.

2654  
2655 b. Other DoD services, units, activities, organization and individuals when on the  
2656 Installation. In accordance with Defense Federal Acquisition Regulation Supplement  
2657 (MARS) 222.102-1, the Department of Labor is responsible for the administration and  
2658 enforcement of the Occupational Safety and Health Act (OSHA). Contractors will  
2659 manage their internal Safety Program in accordance with OSHA Regulations (Title 29  
2660 CFR), their contract, and all other applicable National Consensus Standards Contract  
2661 Safety oversight will be provided by Federal Occupational Health and Safety  
2662 Administration Compliance personnel.

2663  
2664 **L-3. OBJECTIVES.**

2665 a. Minimize post-accident injury and damage.

2666  
2667 b. To ensure the best means of transportation for a medical emergency patient are  
2668 implemented.

2669  
2670 c. Preserve life, limb, and eyesight.

2671  
2672 d. Communicate timely and accurate information to the Command.

2673  
2674 **L-4. RESPONSIBILITIES.**

2675 a. US Army Garrison (USAG):

2676  
2677 (1) Responsible for communicating and implementing the plan.

2678  
2679 (2) Ensure effective coordination between all organizations involved in  
2680 emergency response, to include off-post agencies as required.

2681 (3) Ensure that viable means exist to promptly evacuate injured personnel to  
2682 appropriate medical facilities.

2683 b. Directorate of Plans, Training, and Mobilization (DPTMS), Range Operations:

FJ 350-1  
Training and Training Support

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(1) Ensure unit Commands have properly trained Range; Officers in Charge (OICs) and Range Safety Officers (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 Control 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 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. Directorate of Emergency Services (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) Develop, publish, and as required, implement the mass casualty plan.

- 2727 **L-5. ACCIDENT/MEDICAL EMERGENCY.**  
2728 a. Affected Organization or First Responder:  
2729  
2730 (1) Senior person present assumes command and control of the  
2731 accident/incident scene until arrival of the appropriate emergency response agency, and  
2732 assists with emergency efforts as directed by emergency personnel. First arriving  
2733 responder assumes command and control of the Incident scene.  
2734  
2735 (2) Implements emergency lifesaving and evacuation measures to preserve the  
2736 loss of life, limb, and eyesight.  
2737  
2738 (3) Initiates Emergency Response via the following means:  
2739  
2740 (a) Primary: E911 via telephone 803-751-9111 (If cell phone is used, direct  
2741 operator to connect to Fort Jackson E911 services).  
2742  
2743 (b) Alternate 1: Range Control via XTS 2500/5000/7500 Motorola radio. All units  
2744 will have XTS Motorola radio prior to occupying any training area as Range Operations  
2745 SOP.  
2746  
2747 (c) Alternate 2: Range Control at 803-751-7171/4732.  
2748  
2749 (4) Move all personnel a safe distance, and upwind, from all accident scenes  
2750 involving, or posing a threat of, fire, smoke, chemical release.  
2751  
2752 (5) Implement efforts to preserve equipment, property, and facilities, if safe to do  
2753 so.  
2754  
2755 b. Range Control (for accidents within the training area complex):  
2756  
2757 (1) Contacts installation emergency response providers, as required.  
2758  
2759 (2) Clears the net for emergency traffic.  
2760 (3) If required, places all live-fire ranges into a "Cold" status until the emergency  
2761 has been resolved, to facilitate evacuation procedures.  
2762  
2763 (4) In the event AIRMEDEVAC is required, coordinate airspace activities, to  
2764 include establishment of air routes through FJ airspace over the training area complex.  
2765 (AIRMEDEVAC will use most direct route, therefore all live-fire ranges must go cold if  
2766 an AIRMEDEVAC is utilized).  
2767  
2768 (5) Preparation of the Training Accident/Incident Report (TA/IR) forwarded  
2769 through DPTMS Director to the IOC.

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Training and Training Support

2770  
2771 (6) If necessary, provide a Range Control vehicle to lead emergency vehicles to  
2772 accident/incident site.

2773  
2774 (7) If required, surges range medics and field ambulances from High Risk  
2775 training events (once cold) to accident/incident site.

2776  
2777 Note: In the absence of Emergency Responders, provide Command and Control for  
2778 AIRMEDEVAC operations.

2779  
2780 c. Fort Jackson Emergency Medical Service:

2781  
2782 (1) Initiate AIRMEDEVAC response based on information given via DES  
2783 dispatch, HHB medics or Range Control.

2784  
2785 (2) Provide on-site EMS Command for emergency response upon arrival at  
2786 accident scene.

2787  
2788 (3) Provide emergency rescue medical response, and as required, coordinate  
2789 and communicate with inbound flight medical crew.

2790  
2791 (4) In the absence of FJFD, provide Command and Control for AIRMEDEVAC  
2792 landing operations.

2793  
2794 d. Fort Jackson Provost Marshal's Office:

2795  
2796 (1) Provide on-site Incident Commander for emergency response upon arrival at  
2797 accident scene.

2798  
2799 (2) Provide traffic control as required at the incident scene.

2800  
2801 (3) Provide accident scene security to preserve incident scene for investigative  
2802 agencies.

2803  
2804 (4) If required, coordinates and facilitates the entrance of off-post emergency  
2805 response assets at the installation entry point and guide them to the accident scene or  
2806 staging area.

2807  
2808 e. Installation Operations Center:

2809  
2810 (1) Ensures appropriate command and agency notifications have been made  
2811 IAW FJ notification plan.

2812

2813 (2) As required, assists with notification of external emergency response  
2814 agencies.

2815

2816 **L-6. AMBULANCE EXCHANGE POINTS (AXP)/LANDING ZONES (LZ's).**

2817

2818 a. Ambulance Exchange points (AXP's) are pre-designated locations where training  
2819 units may transfer injured Soldiers to EMS personnel, and is intended to expedite  
2820 movement of casualties with severe injuries towards advanced medical support. It is  
2821 not required to transport casualties to an AXP unless the medical emergency  
2822 (determined by Qualified Medic or Combat Lifesaver) dictates such a move.

2823

2824 (1) All cadre must know the location of each AXP's and LZ's.

2825

2826 (2) AXP/LZ consideration will be included in the Risk Management process for  
2827 each operation and training event and will be addressed in the Risk Assessment.

2828

2829 (3) AXP's Locations: (See AXP locations Chart L-1)

2830

2831 (4) AIRMEDEVAC Landing Zone Locations: (See landing Zone locations Chart  
2832 L-2)

2833

2834 b. Transport to AXP's /AIRMEDEVAC LZ's:

2835

2836 (1) Qualified medics or Combat Life Savers will make transportation  
2837 determination. (It is not required to transport casualties to an AXP unless the medical  
2838 emergency dictates such a move).

2839

2840 (2) If approved, injured personnel will be moved to the nearest AXP/LZ, Range  
2841 Control will be notified of the move. Range Control will notify DES and incoming  
2842 ambulance of location change via phone or vehicle guide to location.

2843

2844 (3) Injured personnel will not be transported to a AXP/LZ if one of the following  
2845 conditions exist:

2846

2847 (a) Any indication of cardiopulmonary related conditions.

2848

2849 (b) Any patient suspected to have multiple fractures or injuries.

2850

2851 (c) Gunshot wounds or other penetrating trauma.

2852

2853 (d) Motor vehicle accidents.

2854

2855 (e) Any injury suspected to have caused neck or spine trauma. (Examples:  
2856 Neck or back pain, Head injuries, Falls of more than four (6) foot falls accompanied with  
2857 decrease mobility, full or partial paralysis.)  
2858

2859 (4) If in a training area and unable to transport the injured person to the AXP, a  
2860 unit guide will meet EMS personnel at a designated AXP and lead them to the accident  
2861 site.  
2862

2863 **L-7. Ground Evacuation Procedures.**  
2864

2865 a. Individuals reporting an emergency will indicate type of emergency and if injuries,  
2866 severity of injury.  
2867

2868 b. Primary means of evacuation will generally be by ground transportation.  
2869

2870 c. Head, spinal, and penetrating trauma injuries, as well as those injuries with the  
2871 potential to cause a loss of life, limb, or eyesight, will automatically generate  
2872 AIRMEDEVAC consideration.  
2873

2874 d. If such potential exists, E911 emergency dispatch will notify the AIRMEDEVAC  
2875 service provider to prepare for flight operations.  
2876

2877 e. EMS medical personnel or Lead paramedic will confirm the requirements for  
2878 AIRMEDEVAC. Incident Commander will confirm the requirement for AIRMEDEVAC  
2879 LZ.  
2880

2881 **L-8. AIR MEDICAL EVACUATION (AIRMEDEVAC) PROCEDURES.**  
2882

2883 a. Individuals reporting an accident will indicate the severity of injury.  
2884

2885 b. Paramedics and Fire Department personnel, should consider calling for  
2886 AIRMEDEVAC assistance in any of the following situations:  
2887

2888 (1) Critical trauma or medical patients.  
2889

2890 (2) Ground travel to trauma center in excess of 20 minute  
2891 (3) Extended extrication time.  
2892

2893 (4) MASCAL situations with critical patients.  
2894

2895 (5) Patients judged to be at high risk based on mechanism of injury.  
2896

2897 (6) Critical patient is located east of Wildcat Road.

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(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 Control 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 Control 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

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- 2941 B. Priority  
2942 C. Routine  
2943  
2944 LINE 4: Special equipment require  
2945 A. NONE  
2946 B. HOIST  
2947 C. EXTRACTION EQUIPMENT  
2948 D. VENTILATOR  
2949 E. DEFIBULATOR  
2950  
2951 LINE 5: Number of Patients by type  
2952 L. LITTER A. AMBULATORY  
2953  
2954 LINE 6: Security of the pick-up site  
2955  
2956 LINE 7: LZ/Ambulance Exchange point (AXP) Number (if used)  
2957  
2958 LINE 8: Patient Status  
2959  
2960 LINE 9: Terrain Description  
2961 - Method of marking the LZ (temporary marking means will not be used unless  
2962 directed by FJFD or AIREVAC crew).  
2963  
2964 Note: Equipment required to have on hand by Range Control and all units in training  
2965 at of Fort Jackson are: Panel Marker, (NSN: 8345-001746865) and Light, Marker,  
2966 Distress, (NSN: 6230-014488340). This equipment or any other temporary visual  
2967 marking will not be used unless requested by the Pilot in Charge (PIC).  
2968 - Communication between AIRMEDEVAC and LZ control will be established as  
2969 soon as possible and will be maintained until the emergency has been resolved.  
2970  
2971 e. The AIRMEDEVAC aircraft may require subsequent information to include:  
2972 (1) Size of LZ  
2973 (2) Obstacles  
2974 (3) Wind direction  
2975 (4) Slope of the LZ terrain  
2976  
2977 f. The senior Emergency Response Fire Officer on scene shall ensure that the  
2978 following LZ requirements are met.  
2979  
2980 (1) That an area 100 ft. x 100 ft. free of trees, wires, vehicles and loose debris is  
2981 designated as the landing zone.  
2982  
2983 (2) That the area chosen does not slope in excess of 7 degrees.

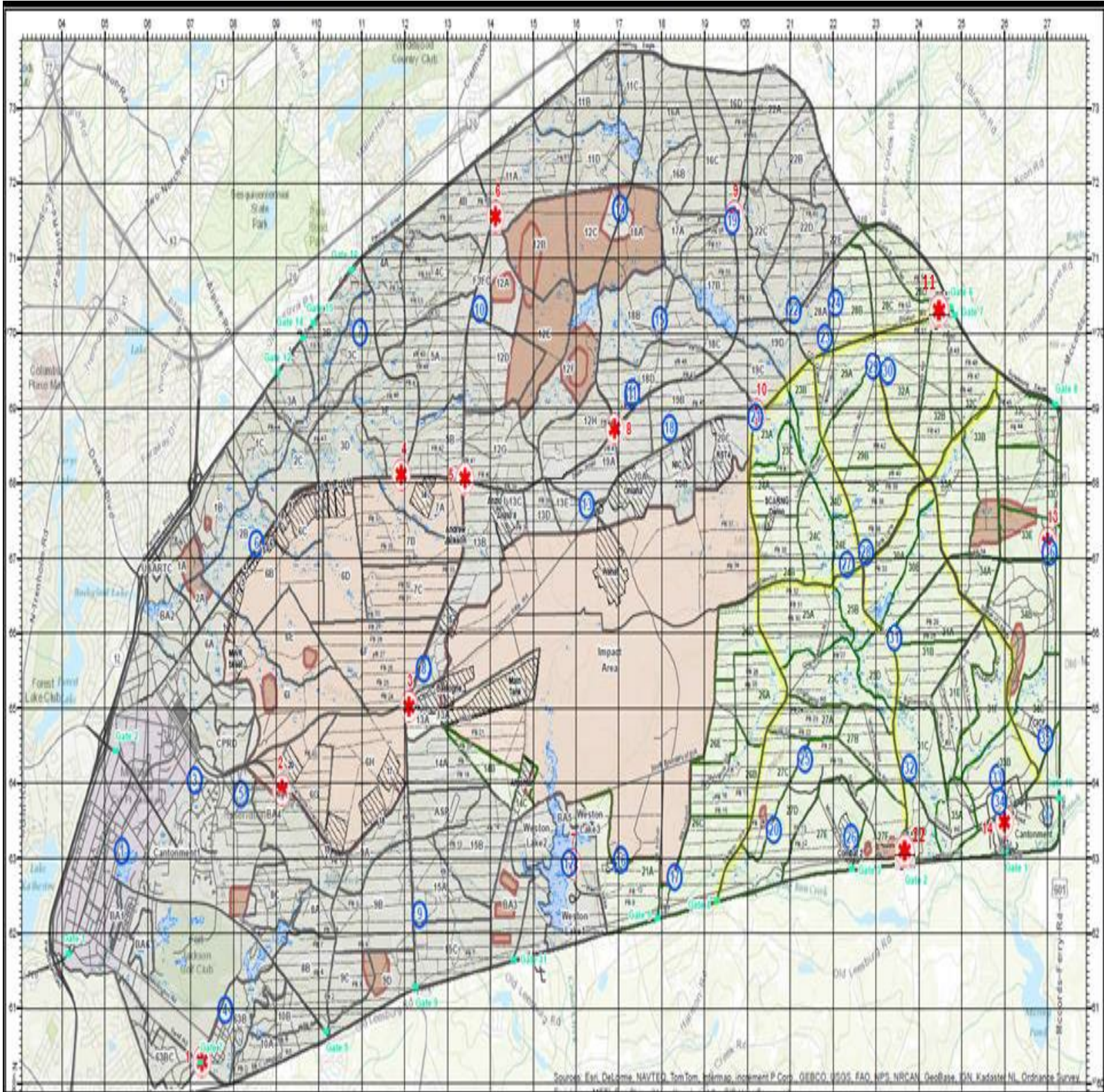
- 2984  
2985 (3) Ensure if area is extremely dusty that the area be wet down, if possible.  
2986  
2987 (4) Ensure marking devices are secured to the ground (strobes, flares, lighting  
2988 equipment).
- 2989  
2990 (5) Ensure the landing zone is upwind and uphill of any hazardous materials  
2991 (fuels, and chemical spills).
- 2992  
2993 (6) For night landings, keep emergency vehicle rooftop lights illuminated. Utilize  
2994 spotlights to identify landing site and adjacent hazards.
- 2995  
2996 (7) Per local air evacuation services ensure no ground guide personnel are  
2997 positioned in the LZ to direct aircraft during landings.
- 2998  
2999 (8) Firefighters will stand by with fire apparatus and dress in full personnel  
3000 protective equipment during take-off and landings.
- 3001  
3002 g. Safety Precautions for AIRMEDEVAC:  
3003
- 3004 (1) IAW external agency AIRMEDEVAC procedures, ground signal personnel  
3005 will not be used in the LZ to guide incoming aircraft.
- 3006  
3007 (2) Smoke, strobe, or any other temporary visual marking, will not be used  
3008 unless requested by the Pilot in Command (NC).
- 3009 (3) Day and night methods of marking LZ will be maintained in Emergency  
3010 vehicles. Any equipment or other temporary visual marking will not be used unless  
3011 requested by the Pilot in Charge (PIC).
- 3012  
3013 (4) Vehicles and personnel will remain at least 200 feet from the LZ  
3014
- 3015 (5) Patient(s) will be protected from blowing debris.  
3016
- 3017 (6) Personnel will not approach the aircraft unless directed to do so by flight  
3018 crewmember.
- 3019  
3020 (7) Approach aircraft from the front at a 45-degree angle unless otherwise  
3021 directed by flight crew.
- 3022  
3023 (8) Stay clear of tail rotor.
- 3024  
3025 (9) No smoking within 200 feet of aircraft.  
3026

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- 3027           (10) Do not attempt to open or close helicopter doors unless directed to do so by  
3028 flight crew.  
3029  
3030           (11) Do not lift any item, such as IV poles, above head.  
3031  
3032           (12) Follow flight crew instructions at all times.  
3033  
3034           (13) Assist with patient loading only if asked.  
3035  
3036           (14) All personnel shall wear hearing protection and securely fastened helmets  
3037 around aircraft.  
3038           (15) Headgear (other than properly secured helmets) will not be worn in or  
3039 around LZ and should be removed and secured, along with any other items that could  
3040 be picked up by rotor wash.

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



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**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	MOU 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

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Fort Jackson LZ-21	34.059270, - 80.782574	MEDEVAC	Training Area 20C on Division Road
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

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3053 **APPENDIX M: ADDITIONAL DUTY REQUIREMENTS FOR ATC BATTALIONS AND**  
 3054 **COMPANIES**

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 3056 These tables are organized by each ATC staff section / proponent during a unit  
 3057 command inspection, and identify if a battalion or company level primary and / or  
 3058 alternate additional duty officer / NCO is required.  
 3059

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

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	BN Alternate	AR 600-8-10	Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
<b>Army Substance Abuse Program Administer</b>	BN Primary	AR 600-85	Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
<b>Reassignment NCO</b>	BN Primary	AR 614-200	Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
<b>Family Care Plan Officer</b>	BN	AR 600-20	Unit Commander
	CO		Unit Commander
<b>Unit Mail Clerk</b>	BN Primary	AR 600-8-3	Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
<b>Army Body Composition Program Officer</b>	BN		Unit Commander
	CO		Unit Commander
<b>Army Body Composition Program NCO</b>	BN Primary	AR 600-9	Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander
<b>Voting Assistance Officer</b>	BN	AR 608-20	Unit Commander
	CO		Unit Commander
<b>Voting Assistance NCO</b>	BN	AR 608-20	Unit Commander
	CO		Unit Commander

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

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

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**G/S 3 ADDITIONAL DUTIES BREAKDOWN**

<u>Area of Inspection</u>	<u>Level of Inspection</u>	<u>Regulation</u>	<u>Appointment Orders Authority</u>
Training Policies, Procedures and Admin NCO	BN Primary	AR 350-1	N/A
	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

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<b>G/S 4 ADDITIONAL DUTIES BREAKDOWN</b>			
<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

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<b>G/S 6 ADDITIONAL DUTIES BREAKDOWN</b>			
<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

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<b>G/S 8 ADDITIONAL DUTIES BREAKDOWN</b>			
<u>Area of Inspection</u>	<u>Level of Inspection</u>	<u>Regulation</u>	<u>Appointment Orders Authority</u>
Goods and Services Acceptance	BN Primary		Unit Commander
Government Purchase Card	BN Primary		Unit Commander
Defense Travel System	BN Primary	TR 37-2	Unit Commander
Government Travel Card	BN Primary	TR 37-3	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		Unit Commander
	CO Primary		Unit Commander

<b>Combined Federal Campaign (CFC) Officer</b>	BN Primary	AR 600-29	Unit Commander
	CO Primary		Unit Commander
<b>Combined Federal Campaign (CFC) NCO</b>	BN Primary		Unit Commander
	CO Primary		Unit Commander

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<b>Safety ADDITIONAL DUTIES BREAKDOWN</b>			
<u>Area of Inspection</u>	<u>Level of Inspection</u>	<u>Regulation</u>	<u>Appointment Orders Authority</u>
<b>Additional Duty Safety Officer</b>	BN Primary	AR 385-10	Unit Commander
	CO Primary		Unit Commander
<b>Additional Duty Safety NCO</b>	BN Primary		Unit Commander
	CO Primary		Unit Commander
<b>Energy Conservation Officer</b>	BN Primary	AR 420-1	Unit Commander
	CO Primary		Unit Commander
<b>Energy Conservation NCO</b>	BN Primary		Unit Commander
	CO Primary		Unit Commander
<b>Environmental Compliance Officer</b>	BN Primary	AR 200-1	Unit Commander
	CO Primary		Unit Commander
<b>Environmental Compliance NCO</b>	BN Primary		Unit Commander
	CO Primary		Unit Commander
<b>Fire Marshall</b>	BN Primary	AR 420-1	Unit Commander
	BN Alternate		Unit Commander
	CO Primary		Unit Commander
	CO Alternate		Unit Commander

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

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

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

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