

**Joint Base Lewis-McChord  
Regulation 700-20**

**Logistics**

# **Ammunition Procedures**

**Headquarters  
Joint Base Lewis-McChord  
Joint Base Lewis-McChord, WA  
10 June 2015**

**UNCLASSIFIED**

# ***SUMMARY of CHANGE***

JBLM Reg 700-20  
Ammunition Procedures

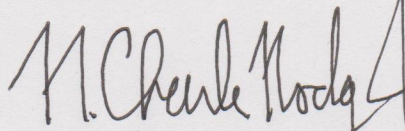
This revision, dated 10 June 2015 - -

- This is a major revision.
- Use of the term Installation has been replaced with Joint Base.
- Detailed requirements for the storage of Operational Ammunition in the Arms Room has been removed from JBLM Reg 700-20 and is now referenced in JBLM Reg 190-11.
- Department of the Army requirements for processing Class V 1687s (Delegation of Authority) has been updated to reflect significant changes since last published in 2005.
- Authorized ammunition transport routes which can be used by individuals on JBLM and YTC for safely transporting live ammunition.
- The Joint Base Safety Office updated the Ammunition Amnesty program.
- Added the AMMO-68 as an additional prerequisite course for attending the JBLM AHCC which is instructed by the Ammunition Office.

Effective JUN 10 2015

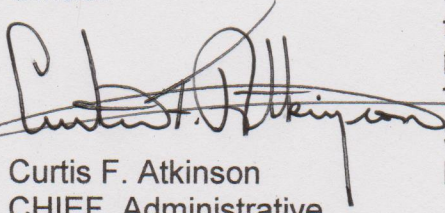
Logistics

Ammunition Procedures



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**Applicability.** This regulation applies to all organizations and personnel, military and civilian, on JBLM and its sub-installations.

**Proponent.** The proponent for this regulation is JBLM Directorate of Plans, Training, Mobilization and Security (DPTMS, IMLM-PL).

**Suggested improvements.** Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to Director of DPTMS, 2007 N 2<sup>nd</sup> St, Box 339500, MS 16, JBLM, WA 98433.

**Distribution.**

This publication is available electronically on the JBLM Intranet website: <https://intra.lewis-mcchord.army.mil/dhr/forms/hfi/PubsSite/index.htm>

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**History.** This publication is a major revision.

**Summary.** This regulation outlines the policies and procedures for managing ammunition on JBLM. It focuses primarily on Army ammunition procedures, but includes certain guidance on ammunition and explosives applicable to all JBLM resident organizations.

\*This regulation supersedes JBLM Reg 700-20 Ammunition Procedures, dated 10 November 2005.

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## **Chapter 1**

### **General**

#### **1-1. Purpose**

This regulation:

- a. Establishes general policies, procedures and responsibilities for US Army ammunition supply activities (ASA) on Joint Base Lewis McChord (JBLM) and its sub-installations, as well as for ammunition users supported by these activities.
- b. Identifies certain special security, accountability and safety procedures for Army ammunition and explosives (AE) on JBLM
- c. Provides certain requirements for all organizations transporting, storing, handling or operating with AE on JBLM, specifically paragraphs 2-5 and 5-3; Chapter 9 (all); paragraphs 10-2, 10-3, 10-6, 10-8, 10-9, 10-10; paragraph 11-5; and Appendix H.

#### **1-2 References**

Required and related publications are listed in appendix A.

#### **1-3. Explanation of Abbreviations and Terms**

Abbreviations and special terms used in this regulation are explained in the glossary.

## **Chapter 2**

### **Responsibilities**

#### **2-1. JBLM Ammunition Management Office (IAMO)**

- a. Provides overall Class V support for JBLM, other than for supported Component mission activities, to include logistical support to commands on JBLM, surrounding US Army Reserve (USAR) component and National Guard units as well as other armed services and foreign nations training at JBLM.
- b. Establishes and maintains stockage levels for Training, Basic Load, and Operational Load ammunition stored at JBLM ASPs.
- c. Ensures requisitions are submitted for all Class V items necessary to support unit training ammunition forecasts and operational/basic load requirements from JBLM ASPs.
- d. Operates the Standard Army Ammunition System (SAAS-MOD-MMC) and maintains visibility of the on-hand assets and transactions at JBLM ASPs.
- e. Manages the stockage objectives of and approving the release of basic load ammunition.
- f. Provides final approval and validation of all ammunition requests submitted by units for issue from JBLM ASPs.
- g. Maintains DA Forms 1687 (Notice of Delegation of Authorization- Receipt of Supplies) for each unit requesting or approving ammunition requests.
- h. Provides technical assistance visits and attends ammunition-related meetings and conferences upon request.
- i. Develops and conducts the JBLM Ammunition Handler Certification Course, and provides membership to the JBLM AE Worker Certification Board (AWCB).
- j. Identifies and reports training ammunition shortfalls as required.
- k. Directs shipments of Class V from JBLM ASPs.
- l. Manages the monthly training ammunition forecasts submitted by using units in the HQDA G3 Total Ammunition Management Information System (TAMIS).
- m. Serves as approval authority of all un-forecasted ammunition requests for JBLM ASPs.

- n. Manages JBLM installation requirements and authorizations and ensures reporting of expenditures is captured in the TAMIS system.
- o. Monitors unit forecasts to insure proper distribution, support and management of training munitions is maintained at the appropriate ASP.
- p. Establishes priority of issue when items are in limited supply.
- q. Conducts TAMIS certification and unit level Ammunition Manager Course for all units requesting certification. Registration must be made through the DPTMS Schools office on JBLM. All TAMIS users must be certified prior to use as an Ammunition Manager per AR 5-13.

## **2-2. JBLM Director of Logistics (DOL)**

- a. Has operational control of the JBLM Lewis Main ASP. The JBLM-YTC Training Center Directorate of Plans, Training, Mobilization and Security (DPTMS) has operational control of the JBLM-YTC ASP.
- b. Provides membership to the JBLM AWCB.

## **2-3. JBLM ASP Managers**

- a. Receive, store, and issue ammunition and/or explosives at their respective locations.
- b. Maintain the security, safety, surveillance and accountability of all Class V material received and stored at their respective locations.
- c. Receive and process Class V requests for issue from supported units.
- d. Receive Class V turned in by supported units.
- e. Report any shortfalls and/or problems with the using units to the appropriate command authority.
- f. Ensure that separate accounts are maintained in the Standard Army Ammunition System – Modernized (SAAS-MOD) IAW IAMO directives.
- g. Prepare and ship ammunition as directed by the IAMO.
- h. Prepare space utilization reports or planographs of all ammunition storage locations (magazines, warehouses etc.).
- i. Provide transaction data (daily) and reconciliation files (monthly) of accountable records to the IAMO via SAAS-MOD.

j. Input SAAS-ASA transactions daily to TAMIS no later than COB each duty day that a SAAS-ASA transaction has been posted.

k. Provide supporting personnel to the JBLM AWCB.

l. Publish and distribute external Standing Operating Procedures (SOP) which will be updated not less than bi-annually or sooner if required by separate regulation or requirement. Updates to ASP External SOP's will be properly staffed and published IAW JBLM policy.

#### **2-4. Quality Assurance Specialist (Ammunition Surveillance) (QASAS)**

a. Manages the Army Ammunition Surveillance Program and provides membership to the AWCB.

b. Verifies Class V serviceability prior to issue to any receiving unit and upon receipt to ASA.

c. Manages and oversees the JBLM Amnesty Program.

#### **2-5. Joint Base Safety Office (JBSO)**

a. Convenes and administers the JBLM AWCB.

b. Issues and manages explosive storage licenses for US Army AE storage on JBLM IAW DA Pam 385-64.

c. Develops and administers the overall JBLM Explosives Safety Management Plan (ESMP).

d. Serves as the overall JBLM proponent for explosives safety policy, overseeing those policies IAW DA PAM 385-64 and other applicable references.

#### **2-6. Command TAMIS Managers**

a. Receive annual training ammunition authorizations from their higher headquarters TAMIS manager and redistribute these authorizations to subordinate TAMIS accounts.

b. Review all ammunition forecasts submitted by subordinate units, ensuring the forecasts properly support required training events IAW AR 5-13 and DA PAM 350-38.

c. Cross-level authorizations and forecasts within the subordinate units as required to support unit training.

d. Create and maintain subordinate TAMIS user accounts for personnel that are trained and certified by JBLM TAMIS Managers certification course.

e. Ensure each subordinate unit maintains and inputs a minimum 12 month forecast (to include current and following FY requirements) in TAMIS which supports the unit's scheduled training and forecasts. Units must forecast 100% of their training authorizations at all times. Units will only forecast through TAMIS, no other system, process or STAMIS will be used for forecast submission.

f. Turn back authorizations exceeding units training requirement or that remain unforecasted in TAMIS to next higher command for redistribution to meet other unit training requirements.

## **2-7. Using Unit Commanders**

a. Ensure training authorizations posted in TAMIS to unit accounts support training requirements through end of the fiscal year IAW AR 5-13 and DA PAM 350-38.

b. Ensure training requirements are forecasted in TAMIS to support training schedules for a period no less than 12 months through TAMIS forecast system.

c. Submit ammunition issue requests so they arrive electronically to the ASA no later than 5 duty days prior to the requested issue date.

d. Secure CL V packing materiel and components from issued ammunition and include these items to ASA with unexpended ammunition no later than 5 working days from the conclusion of units training event(s).

e. Ensure that soldiers and civilians receiving ammunition assets from JBLM ASAs have passed the Ammunition Handlers Certification Course, vehicles used to transport ammunition are serviceable (DD Form 626 standards), and have required safety equipment and are properly marked.

f. Develop enforceable written policies and internal controls governing the accountability, physical security, transportation and proper use of all AE to include packing component items issued to the unit/end users.

g. Ensure only ammunition to be immediately expended to meet daily training objectives are opened and distributed. Focus will be to maintain maximum serviceability of munitions in the original hermetically sealed, weather resistant inner and outer packaging.

h. Ensure ammunition is handled and expended safely.

i. Maintain proper storage of ammunition during training as prescribed by AR 710-2, AR/DA PAM 385-63, DA PAM 385-64, and this regulation.

## **Chapter 3**

### **Resident Command Interfaces**

#### **3-1. I Corps G-3 Training and Exercises (G3TREX) Office**

- a. Manages and oversees training ammunition requirements, authorizations and forecast for I Corps (FORSCOM) units.
- b. Serves as the TAMIS manager for I Corps units.
- c. Provides IAMO with information on training ammunition authorization changes posted to TAMIS and major changes or additions to I Corps training calendars.
- d. Prioritizes unit training to accommodate ammunition shortages.
- e. Hosts a quarterly reconciliation meeting during the second week of the first month of each quarter, or as otherwise scheduled by the Chief, G3TREX. Representatives from I Corps Major Subordinate Command (MSC) S3/ammunition managers, IAMO, and management representatives from each ASA typically attend.

#### **3-2. I Corps G-4**

- a. Serves as the Ammunition Basic Load (ABL) manager for all FORSCOM units.
- b. Approves basic load ammunition requests for all units deploying from JBLM.

#### **3-3. 62d AW Safety Office**

- a. Is the supported Component proponent for explosives safety policy and oversees explosives safety in mission areas on JBLM McChord Field.
- b. In coordination with JBLM ASA managers, QASAS, the Joint Base Safety Office and supporting Component commanders, oversees matters relating to Army AE transportation, handling, storage, issue and use in mission areas on JBLM McChord Field.

## **Chapter 4**

### **Consultation, Oversight and Security**

#### **4-1. General**

AE are one of the most dangerous, expensive and sensitive commodities used by the military today. Due to the nature of this commodity, users must exercise stringent safety and security precautions at all times. Personnel involved in AE activities will comply with all related regulations and other publications that govern AE. In addition, personnel handling AE must keep in mind at all times that AE misuse can lead to injury or death. Leaders should emphasize this fact to subordinates leaders at every available opportunity, ensure their personnel are properly trained and current, and make use of subject matter expertise available to them at JBLM and from other sources.

#### **4-2. Consultation**

a. IAMO will schedule and provide technical assistance visits with customer units as required or requested to provide units with CL V assistance, guidance and expertise in aspects of ammunition management, storage and or accountability as required to support the units METL or mission analysis.

b. The QASAS provides technical assistance and conducts a variety of AE classes upon unit request, i.e., compatibility, proper tie-down procedures, where and how to set up a field AHA, and what to expect in field locations, including JBLM-YTC.

c. The JBSO provides technical assistance to customer unit safety personnel in AE storage licensing, ESSP preparation, and other aspects of AE safety.

#### **4-3. Oversight**

IAMO, QASAS, JBSO and DPTMS Range Support personnel are vested with the authority to oversee, inspect, and direct changes to AE storage, transportation and use in all locations on JBLM.

#### **4-4. Security**

Physical security of ammunition will be performed at all times IAW JBLM REG 190-11, AR 190-11, and AR 190-51.



## **Chapter 5 Training**

### **5-1. Ammunition Management Course**

All personnel managing ammunition accounts within TAMIS must obtain certification through an Ammunition Management Course as outlined in AR 5-13.

### **5-2. AE Worker Training and Certification**

#### **a. Training.**

(1) All personnel performing AE storage or ASP-related mission operations on JBLM must complete the training in DA PAM 385-64, Chapter 1 that is designated, "Mandatory" for their title or position and AE duties. This requirement applies equally to contractors working on or for JBLM.

(2) The JBLM Ammunition Handler Certification Course (AHCC) is required for all personnel (regardless of Service affiliation) indicated on the 1687 to receive ammunition from an Army ASP, as well as for all personnel at the unit level that will directly handle or be exposed to munitions during the distribution process (other than the actual consuming soldier or weapons crew).

(a) The AHCC certification is valid for two years from the date of certification. Unless otherwise approved, the IAMO is the certifying official for the AHCC for units utilizing JBLM ASPs.

(b) Personnel attending the AHCC must complete the US Army Defense Ammunition Center and Schools distance learning programs on Introduction to Ammunition (Ammo-45-DL) and Military Munitions Rule (Ammo-68-DL) prior to attending a scheduled AHCC class.

(c) Unit commanders should post a copy of both course certifications along with the Service Member's DA Form 7281-R (Command Oriented Arms, Ammunitions, and Explosives (AA&E) Security Screening And Evaluation Record Personnel Screening Worksheet) in the Service Member's local file prior to allowing or assigning duties to handle AE.

b. Certification. Personnel working with AE shall have either interim or final certification from the JBLM AWCB prior to being allowed to work with AE. Certification is based on certified completion of required training. This requirement applies equally to contractors working on or for JBLM. AWCB procedures are in JBLM Reg 385-1.

(1) Service Members in the MOS of 890A, 89A, 89B, and 89D are assumed to have completed the required training for their MOS and are granted final certification by this regulation. Service Members in these MOSs may coordinate with the ASP Manager for on-the-job training to complete and sustain certification in their MOS.

(2) Civilian employees who are certified in AE through career program certification are granted final certification to perform their jobs by this regulation. Examples are members of CP33 (Ammunition Management), CP20 (QASAS), and CP12 (Safety and Occupational Health Management).

(3) Personnel managing ammunition accounts using TAMIS who obtain certification through an Ammunition Management do not require further certification by the AWCB.

c. Contractor operations. All new and pending contracts or contracts being renegotiated will include a statement of work (SOW) requiring compliance with the training and certification requirements of IMCOM REG 5-13 and this regulation by contractors performing work involving AE on or for JBLM. All contractor employees will be certified by the JBLM AWCB through the procedures in JBLM REG 385-1. Prior to starting work, the contractor will submit their training and certification plan and certificates to the Contracting Officer's Representative (COR) for approval by the AWCB.

### **5-3. Hazardous Materials Transportation Courses**

All personnel involved with the preparation and shipment of hazardous materials (including, but not limited to AE), for military transportation must receive training in accordance with 49 CFR 172.700 through 172.704 and DOD 4500.9R.

a. Every military unit shipping hazardous materials requires at least one person who is trained to certify hazardous cargo. To obtain certification, the individual must successfully complete Ammo-62, Technical Transportation of Hazardous Materials.

(1) Hazardous cargo certifiers must be trained at the JBLM Accredited Off-Campus Instruction (AOCI) class, or at a DoD-approved school, on the applicable regulations for all modes within the past 24 months.

(2) Certified personnel must receive refresher training every two years in order to continue to certify shipments of hazardous materials for transportation. This individual will be responsible for ensuring the shipment is properly prepared, packaged, labeled, marked, and placarded.

NOTE: Units that bring any Class V onto JBLM-YTC are required to furnish the QASAS there with a listing of DODICs, Lot numbers and Quantities they will be using on JBLM-YTC. Resident and tenant organizations should follow their service or organizational guidance in training their personnel.

b. All personnel involved in the inspection, preparation, or shipment of hazardous materials, to include vehicle drivers and TCs, must be trained and certified IAW Defense Traffic Management Regulation, and 49 CFR.

(1) Drivers and co-drivers transporting ammunition in tactical or non-tactical vehicles must be HAZMAT trained and this must be annotated on their drivers' license.

(2) Military drivers selected by their commander to obtain a Hazardous material endorsement on their military license will enroll and complete the Defense Ammunition Center AMMO-67-DL, HAZMAT Familiarization and Safety in Transportation Course. After completion of the course, a copy of the results is to be provided to the unit master driver who will provide an endorsement to the license.

(3) Government civilians and contractors will have an appropriate state hazardous material endorsement on their state driver's license per AR 600-55.

#### **5-4. Records**

a. Commanders should post a copy of AE management, explosives safety and transport certifications along with the soldiers DA Form 7281 (Command Oriented Arms, Ammunition, and Explosives (AA&E) Security Screening and Evaluation Record) in the soldiers local file prior to allowing or assigning duties to handle AA&E.

b. Supervisors of civilian employees should maintain accessible records of employee AE management, explosives safety and transport training and certifications, and ensure employees have loaded certificates into their DCPDS records and maintain a copy of all certificates.

## **Chapter 6**

### **Army Training Ammunition Authorization**

#### **6-1. General**

a. This chapter describes the management methods to insure Army training ammunition is utilized correctly. Although these are not JBLM requirements, JBLM IAMO will operate within and enforce these higher headquarters requirements. Units must realize that every attempt must be made to accurately plan and conduct appropriate training to reduce wasteful use of this vital and shortage commodity within the Army. Class V managers must closely monitor and coordinate the training ammunition management program with emphasis on the accurate development of unit requirements IAW AR 5-13 and DA PAM 350-38, Standard in Weapons Training (STRAC). These processes and procedures generate the all command and unit authorizations.

b. Training authorizations are based on STRAC standards and strategies as detailed in DA PAM 350-38, availability of stocks, training guidance and specific MTOE data such as weapon density, unit type and authorized personnel.

c. Within I Corps, units submit fiscal year (FY) requirements to G3TREX no later than 15 Jan of each year indicating the total requirement to sustain training for the following FY by DODIC and QTY. G3TREX consolidates and submits requirements to FORSCOM G3 (T) to HQDA G3 CL V (T).

d. Other ASCC units submit their requirements to HQDA G3 through their ASCC ammunition managers.

e. Training ammunition requirements resourcing starts at HQDA and is based on availability of assets, production, distribution, Army modernization and other priorities. HQDA provides maximum supportable authorizations to meet validated unit/command requirements. These authorizations are passed by each HQ's to their subordinate units down to the battalion (BN) or separate company level.

(1) Authorizations are required to be at the unit (UIC) level to allow for requirements forecasting over the 12 month period.

(2) Units may not maintain authorizations at subordinate command levels for use at later times.

(3) Authorizations are provided to meet stated requirements at the BN or separate company levels and should be moved to these commanders' accounts immediately upon receipt from higher HQ's. This distribution of authorizations allows BN or separate company commanders to accurately forecast and identify shortfalls or overages in a timely manner to effect change as required to meet readiness training.

(4) Accurately forecasting CL V (T) authorizations provides the MMC and ASA the ability to support these authorizations with actual munitions assets. It is imperative for the MMC/IAMO to know where and when units require their authorized munitions to support the unit's readiness and programmed training events.

## **6-2. Cross Leveling Authorizations**

Within I Corps, cross-leveling of authorizations normally occurs during quarterly ammunition reconciliation meetings or as required/requested by I Corps MSC CL V managers to meet ongoing training changes or other issues. I Corps G3TREX is the approving authority for cross leveling authorization distribution between all MSC's within I Corps.

## **6-3. Excess Training Authorizations**

Ammunition authorizations which are not forecasted in TAMIS are considered excess to the unit commander's training requirements and long range training calendar. For I Corps units, excess ammunition authorizations are subject for immediate redistribution to other Corps units to meet shortages, changes in requirements, or I Corps training objectives and priorities.

## **6-4. Training Authorization Shortages**

Units with ammunition authorizations that are insufficient to meet their training requirements can request an increase in yearly authorizations at any time during the FY. Requests must be made as soon as possible to allow CL V (T) assets to be moved to supporting ASAs through the forecast function in TAMIS.

### **a. Within I Corps:**

(1) Requests for additional authorizations that exceed the FY requirement strategy level must be approved and signed by the unit commander at the level of the request (I.G. BN increased request will be signed by the BN CDR and separate company request will be signed by the Company CDR).

(2) MSCs fill requirements by cross-leveling excess authorizations from other units within their command using un-forecasted Qty's first to the maximum extent possible. Requirements that cannot be filled through cross-leveling are then be forwarded to the next higher command CL V (T) Manager.

(3) G3TREX reviews requests for additional authorizations and either approves and cross levels, disapproves with justification, or requests an increase in authorization from FORSCOM.

b. Other unit requests for increased authorizations follow the requirements of the higher command level ACOM/ASCC/DRU.

## **Chapter 7**

### **Forecasting Army Training Ammunition**

#### **7-1. General**

All U.S. forces requesting ammunition support from JBLM ASPs will submit a forecast for no less than twelve consecutive months (current month plus 11) via the HQDA G3 TAMIS. Although these are not JBLM requirements, JBLM IAMO will operate within and enforce these higher headquarters requirements. Units must forecast 100% of their training requirement, not to exceed their available training authorizations at all times to meet scheduled training events. TAMIS is the only approved method for CL V (T) to be forecasted for consumption. Forecasts submitted in any other method or system will not be accepted or utilized at any level of CL V management. IAMO will only requisition CL V (T) based on TAMIS forecast.

#### **7-2. Forecast Submission**

- a. Units will update and input forecasted consumption of ammunition for a minimum of 12 consecutive months IAW with AR 5-13. Forecasts will be input and updated each month NLT the third Monday of each month at each UIC as shown in TAMIS that maintains remaining authorizations and training requirements.
- b. The unit cannot increase quantities for the current month and next two subsequent calendar months, but may decrease as required for any month at any time. Units will not receive ammunition in a month other than when it was forecasted for use unless approved by the unit ACOM/I Corps/IAMO.
- c. Forecast will be input by each unit to the ASA in the training area closest to the training being conducted. Units not currently authorized access to a required ASA will contact I Corps G3 (T) for approval to forecast requirements to any additional ASA. If a unit forecasts at one location and chooses to use it at another, the unit may be required draw the ammunition from the forecasted ASA and transport it to the training location if assets are not available above current support requirements at the training location ASA.

#### **7-3. Monitoring Forecasts**

Unit commanders are responsible for their forecast and will closely monitor the type and quantity of ammunition forecasted compared to current, short, mid and long range training calendars.

#### **7-4. Forecast Usage**

IAMO will use the forecasts from all U.S. forces requesting ammunition to requisition the ammunition to be delivered to the location (at JBLM, that is either the Lewis Main or YTC ASP) specified by the unit forecast. Ammunition not forecasted for consumption in TAMIS is not considered a requirement by the Joint Munitions Command (JMC), the Centralized Ammunition Management (CAM) Element or HQDA G4, and those munitions cannot be ordered or moved to JBLM ASAs. Further, all un-forecasted ammunition WILL NOT be available for issue.

#### **7-5. Committee for Ammunition Logistics Support (CALS)**

Department of the Army manages items in short supply through the Committee for Ammunition Logistics Support (CALS). The committee establishes which ammunition types is in short supply by comparing total Army Ammunition requirements against on-hand stocks and anticipated manufacture. CALS items are not provided to commands in quantities that support 100% of the stated requirements and are allocated to the ASCC's who use the forecast data to determine the installation distribution of CALS allocations. Allocations and distribution of CALS items is approved by committee each April and October.

#### **7-6. Training Outside JBLM Areas**

Units planning to train at another installation must forecast their ammunition at the correct installation or supporting ASA in TAMIS for the region or area in which the training will be conducted. Forecasts must be submitted at least 90 days prior to the required date for CONUS installations and 180 days for OCONUS training. This allows the supporting installation to requisition the munition assets as necessary. Units failing to meet this requirement must submit un-forecasted requests to the supporting IAMO for action by the supporting ACOM/ASCC/DRU.

#### **7-7. Un-forecasted Request Procedures**

- a. Ammunition requests are considered un-forecasted if the forecast is not reflected in the unit's TAMIS account under the correct month and location requested for issue of munitions by the command.
- b. Before submitting an un-forecasted request, TAMIS managers must cross-level forecasts within their units prior to the request being submitted through the appropriate channels and then to IAMO for approval.
- c. Un-forecasted requests will be approved, reduced, or forwarded to I Corps, 7th ID, or the appropriate ACOM, ASCC or DRU for action depending upon available assets and current support requirements within the ASA as determined by the IAMO. If the request cannot be approved, IAMO will inform the appropriate headquarters, who will review all forecasts for that month and determine if the un-forecasted request is a higher priority than a respective unit that forecasted properly.



d. Un-forecasted requests that cannot be filled with on hand or excess stocks at one of the ASPs and has not been approved for reprioritization by I Corps, 7th ID, or the requesting units ACOM, ASCC or DRU must be accompanied by (request for un-forecasted ammunition memorandum), Subject: Un-forecasted Ammunition Request (See example in Appendix C). This un-forecasted request will be submitted by the units CL V (T) munitions manager, BAO or G/S3 CL V representative. This request may be made via electronic mail (email) to the IAMO. The un-forecasted request will include:

(1) The training to be conducted.

(2) Impact to the requesting unit if not filled (I.E. 42 soldiers will fail to be qualified with current assigned weapon; unit will fall to USR reporting levels of T2/3 within the next 30 days; etc.).

(3) Type of munitions (DODIC) and quantities requested above current remaining forecast for that month.

(4) TAMIS document number of the request.

(5) Unit Class V point of contact phone number and email address.

#### **7-8. Ammunition Asset Vs Requirement Shortfalls**

Ammunition shortfalls occur when the installation forecast requirements exceed the projected amount available at supporting ASAs. IAMO will report shortfalls to the 7th ID G3T and I Corps G3TREX as required. G3TREX reviews the shortfall report to determine training priorities for FORSCOM units.

## **Chapter 8**

### **AE Requesting Procedures**

#### **8-1. General**

All requests for ammunition from JBLM ASPs will be submitted using the Training Ammunition Request (e581) process in the Total Ammunition Management Information System (TAMIS) (Appendix B).

#### **8-2. Emergency Issue of Ammunition After Duty Hours**

Units with emergency requirements for basic or operational load will contact the Joint Base Operations Center (JBOC) at 968-0015 or the I CORPS Field Officer of the Day (FOD) for assistance or guidance.

#### **8-3. Delegation of Authority**

- a. Commanders have the authority to request or approve requests, as well as receive ammunition for their units.
- b. Commanders may delegate their inherent authority to responsible individuals using DA Forms 1687 (Notice of Delegation of Authority Receipt for Supplies).
- c. Assumption of command orders for the commander delegating his/her authority must accompany each respective DA Form 1687. Appendix F is a sample assumption of command order. Appendix E details specific requirements to prepare DA Forms 1687.
- d. Commanders may not delegate the ability to request and authenticate/approve CL V requests to any one person.
- e. Commanders must submit separate DA Form 1687s indicating request / receive personal and those authorized to authenticate/approve such requests.
- f. Personnel granted the authority to receive ammunition must have completed the JBLM Ammunition Handlers Course and will be required to present their certification card at the ASA prior to release of any ammunition.

#### **8-4. Rank Requirements**

- a. Commanders will only delegate authority to request ammunition from the JBLM ASPs to Service Members in the grade of E-5 or higher or DA civilians in the grade of GS-7 or higher.
- b. Commanders will delegate only personnel in the rank of E-5 or higher, or DA civilians in the grade of GS-7 or higher, to receive ammunition designated as security category I or II. Service Members or civilians of any rank may be delegated to receive ammunition of a lower security category. Contractors may be authorized to receive

ammunition or approve a 581, but will not be delegated the authority to request ammunition on a units DA Form 1687.

c. All personnel delegated will be in full compliance with requirements outlined in AR 190-11 and DA Pam 710-2-1.

#### **8-5. Security Screening**

Commanders must be selective in assigning personnel to duties involving control of AE issued by the JBLM ASPs. Only personnel who are mature, stable, and have shown a willingness and capability to perform the assigned tasks of AE operations in a dependable and competent manner will be assigned to duties which involve responsibility for control, accountability, and movement of AE. As part of the selection process, personnel assigned such duties will be screened and evaluated using DA Form 7281-R. The form is to be completed IAW AR-190-11, prior to them being appointed duties in receiving, handling or movement of AE. A statement to that fact will be in the remarks column of the DA form 1687 per Appendix E. Completed forms will be retained on file within the command until the individual departs or is relieved of his or her AE oriented duties.

#### **8-6. Preparing and Submitting Ammunition Requests**

a. Units will request all types of AE using the automated e581 process in TAMIS (Appendix B) to include operational, basic load and training munitions.

b. Units should not request training ammunition on an e581 with training dates that are more than a 45 days in duration. Units may request an extension based on actual mission with the issuing ASA prior to the expiration as required. Units may request documented training dates in excess of 45 days but must submit an exception to policy request to the IAMO and be prepared to present unit ammunition control SOPs, detailed accountability processes, proof of authorized storage location for the munitions throughout the requested period.

c. The E581 should be submitted (requested and approved) at least 10 working days prior to the date the munitions are required to be issued from the servicing ASA. In order to avoid having a late document, it should be submitted, signed by the requestor and approver and validated by the IAMO a minimum of 5 working days prior to the requested pick-up date. IAMO will process all forecasted requests for validation within 2 duty days and all un-forecasted requests within 4 duty days of receipt.

d. Requests that cannot be validated by the IAMO five working days prior to the requested pick-up date from the servicing ASA are considered late documents. When calculating the five duty days, do not include the day of issue, National holidays or I Corps DONSA's.

e. Late documents require an exception to policy memorandum, Letter of Lateness Memorandum (Appendix D), to the ASA accountable officer from the unit before the munitions will be issued by the servicing ASA. The memorandum will state the circumstances for the late request, impact to unit readiness and any training if not issued prior to the sixth business day from the date of validation of the document by the IAMO. The memorandum will be signed by requesting unit's commander or designated representative. This memorandum maybe electronically forwarded from the unit commander as indicated on assumption of command orders or designated representative to the ASA accountable officer in the form of electronic mail (email) and does not require hard copy (paper) or original ink signature. A Memorandum of lateness is not required to process a request to the ASA but is required prior to issue of any ammunition.

f. Commanders submitting late documents must be aware that the issue may not be able to be scheduled on the date requested due to scheduled workloads, training or other mission requirements of the ASA personnel. In such cases appointments may be required to be delayed until the 6th duty day following the date of validation or a later time as required by the requesting unit in coordination with the ASA accountable officer.

g. ASA accountable officers will work with units on scheduling late requests to meet CL V issue requirements to the maximum extent possible, to include late requests. ASA training, dedicated mission obligations and man-hours previously scheduled for the five day period will take precedence but will be supplemented in every way possible to support the issue of munitions to sustain readiness to the unit commanders.

h. The ASA will submit all cases where support cannot be met to meet the units requested issue or turn in date to the appropriate authority (IAMO for non-FORSCOM units and the I Corps G3 (T) for all JBLM FORSCOM units) who will coordinate the ASA priority of issue for all cases where commanders have a firm mission impacting requirement to have munitions issued on the requested date and cannot meet mission if issue is delayed.

i. When unit commanders have a mission impact for delayed issue and a late document submission, the ASA leadership will provide detailed information to include number of units currently scheduled for those days, expected increased man-hour requirements to support the request, available man-hours of current workforce and any monetary requirements for any additional work-hours beyond normal duty hours that may be required to support the later request to meet the unit commanders requested / required issue date. ASP will submit this information via email or faxed memorandum to IAMO and I Corps G3 (for FORSCOM units) for information on decision prior to any unit being denied issue on the requested date or postponed.

j. ASAs will accept all TAMIS E581's submitted electronically that have been requested, approved and validated by authorized officials as indicated by DA Form 1687 or the IAMO. ASAs will not reject approved/validated requests from being processed for action due to unit ASA suspensions, letters of lateness not being received

as of the validation date or other local administrative concerns. ASAs may reject or disapprove any approved/validated e581s that have incorrect Training Event Codes, invalid UICs or documents that are not supported by proper DA Form 1687s and assumption of command orders for the requesting unit.

k. Upon receipt of the e581 by the ASA, a pick-up date and time will be established and annotated in TAMIS by the ASA operations officer or approved representative. This date and time will be posted to TAMIS within 2 duty days of validation by IAMO.

l. Issue documents that have a scheduled pickup time with the ASA but are canceled prior to issue and resubmitted to correct administrative problems will not be considered late by the ASA unless the original request was a late request, even if the resubmission falls within the five day requirement time line at the ASA. Units MUST include the canceled e581 Document number in the comments block of the resubmission of canceled document and should contact the approval chain prior to cancellation to avoid any confusion or required actions from initiating and to ensure rapid processing

m. ASA accountable officers may restrict issue of munitions to any unit that is delinquent or has significant deficiencies with their account at the ASA or has not properly completed the process of turn-ins from previous issues within required timelines. Accountable officers will publish a list of units with current deficiencies and units that will have documents overdue within the next 14 days NLT COB each Wednesday. This published list will be distributed to units indicated on the list, IAMO and the I Corps G3 ammunition manager.

n. Accountable officers will still accept each e581 received as validated by the IAMO and process with TAMIS and SAAS-ASP to facilitate issue as soon as possible, once the unit takes appropriate action to correct discrepancies noted and published per this regulation.

#### **8-7. Requests for Security Category 1 and 2 Ammunition**

Requests for security category 1 and 2 ammunition items must be submitted with a requested issue date no earlier than one workday prior to the scheduled training event. All receipts of CAT 1 and 2 items will be reconciled with the ASA within 1 working day after the completion of the training event as indicated on the e581. ASA accountable officers will schedule turn in appointments for all CAT 1 and 2 issues on the day of issue to ensure supportability of ASA staff for turn in processing to meet these requirements.

#### **8-8. Scheduling Actions**

a. All ammunition requested on an e581, should be issued on the date and time scheduled. ASA will indicate issue date and time via TAMIS for each approved and validated e581 NLT 2 duty days of document validation by IAMO.

b. Issues that cannot be completed on the date and time of pickup due to unit negligence (i.e., late arrival, lack of personnel, equipment, or serviceable transportation) will be processed as soon as possible based on ASA workload requirements to meet commanders training objectives and timeline requirements, but not later than the sixth (6th) duty day from original date. The requesting unit may be required to go into a standby basis and will be issued as soon as possible based on the scheduled workload for that day. ASA accountable officers will use missed appointment times or other available opportunity to issue such request as rapidly as possible. ASP will process all units that arrive without appointments for issue and turn in as stand-by, servicing the unit as soon as possible once scheduled units have completed their transactions that day. Unit issue and turn in requirements will take precedence over ASP internal workloads to ensure training & operations, recovery of live ammunition and or return materials is completed without delay.

c. ASA Accountable officers will make every effort to assist using units and ensure issues and receipts are processed as quickly and effectively as possible for the units.

d. ASA accountable officers will ensure that munitions are issued and recovered at the ASA as soon as possible and will not cancel or close out any document that maybe delayed due to situations with units to include any missed appointments.

e. ASA accountable officers will not cancel any unit approved request in TAMIS.

f. Units may cancel requests at any time but will do so through TAMIS only. If the e581 has already been accepted by the ASP, the unit MUST notify the ASA of the cancellation. Documents canceled through TAMIS must be resubmitted through the approval process prior to any issue except as noted in Para 4-5 k above.

#### **8-9. Requesting Ammunition for Overhead Fire**

When requested ammunition is to be used for overhead fire, the unit will enter the statement "To be used for overhead fire" in the remarks block of the e581. DPTMS Range Support Branch must be notified of the overhead fire requirement at the time the range is scheduled.

#### **8-10. Requests Involving AE Transport on Public Roadways**

See paragraph 9-6.

## **Chapter 9**

### **AE Transportation**

#### **9-1. General**

a. Transportation of Army AE by military conveyances is governed by AR 385–10, DA PAM 385-64, other referenced military publications, and, on JBLM this regulation. On public roads in the United States, shipments of AE and other dangerous articles are governed by DOT regulations and DTR 4500. 9–R.

b. All personnel involved with the classification, preparation of items and/or bills of lading, inspection of vehicles or shipments, loading or unloading of carriers, driving, or other duties that directly involve the transportation of ammunition or explosives require training and certification in accordance with DTR 4500.9–R and DOT regulations

c. Prior to dispatching vehicles from the unit area to receive ammunition, commanders will need to ensure that the vehicles can pass a stringent vehicle pre-inspection conducted IAW DD Form 626, Motor Vehicle Inspection (Appendix G).

d. Sensitive, classified, and pilferable items require special controls when they are received, transported, and stored. Units must protect AE in accordance with the Controlled Inventory Item Code, (CIIC) listed on the Hazardous Classification of United States Military Explosives and Munitions, and AR 190-11, Physical Security of Weapons, Ammunition, and Explosives.

#### **9-2. Preparation for Movement**

a. Prior to entering the ammunition storage area, all unit vehicles will be inspected at the Ammunition Surveillance Vehicle Inspection Point.

b. Units must arrive in ample time to have the vehicle inspected IAW DD Form 626 prior to appointment time at the servicing ASA.

c. Each vehicle is required to have two fire extinguishers, each with a rating of 10-BC or greater.

d. Vehicle inspections will be conducted by the assigned Quality Assurance Specialist Ammunition Surveillance (QASAS) or approved representative at the ASA.

e. Vehicles failing the inspection will not be allowed to transport munitions.

f. Units with a large number of vehicles may make arrangements with the ASA QASAS or approved ASA representative to have an inspection completed in the unit motor pool prior to the issue date or exercise.



### **9-3. Transporting Security Category I Ammunition**

- a. All security category I material will be signed for and in the custody of a Commissioned Officer, Warrant Officer, Noncommissioned Officer (E-5 and above or DOD Civilian grade GS-7 or above).
- b. All shipments or movements will be in a locked and sealed DOT approved or original packaging container under armed guard surveillance and a separate security escort vehicle with an unarmed driver and mobile communication capability. The container will be secured with approved level of security locks. This requirement will not be waived.
- c. Units will comply with procedures outlined in AR 190-11 by providing a continuous audit trail from shipper to consignee and maintaining a two-person certification, as described in the subject regulation. Units will strictly adhere to the guidance described in AR 190-11 regarding security standards for AE shipments.

### **9-4. Loading and Transporting AE (On- and Off-Base)**

- a. QASAS inspection. All vehicles loaded with AE must be inspected by QASAS or approved ASA representative prior to departure of the ASA.
- b. Placards. Each vehicle transporting AE or other hazardous material must display the appropriate placards on each side and both ends of the vehicle. Placards must be firmly affixed to accommodate travel and weather conditions. Units are responsible for providing placards for their vehicles (see ASA for potential sources of supply for hazardous material placards and labels).
- c. Cargo area. Each vehicle will have a complete fire retardant tarpaulin large enough to cover the AE. Cargo space will be clean, free of inwardly projecting parts, and free from any flammable material or residue. Ammunition will be blocked and braced or secured with suitable tie-down straps to prevent movement
- d. Tie-Down.
  - (1) AE will be secured on vehicles to prevent shifting of loads during transit. The accepted method of securing loads is the use of tie-down straps.
  - (2) Units are advised to use vehicles equipped with tie-down anchors and are responsible for providing sufficient tie-down straps to secure the load.
  - (3) Tie down straps are required to be rated at 5,000 lbs and be in serviceable condition.
  - (4) Other methods are permitted if the load is secured sufficiently and acceptable to QASAS or approved ASA personnel.

e. Mixed loads.

(1) AE residue and packing components will not be transported in the same vehicle that has live AE.

(2) The Army AE storage compatibility grouping authorized in DA PAM 385-64 differs from compatibility authorized in a transportation mode. Army storage compatibility allows additional combinations of compatibility grouping by authorizing the use of 'Z' storage criteria. The DOT Highway, Rail and Sea compatibility tables do not utilize 'Z' compatibility. Additionally, the Army storage compatibility chart allows compatibility group N to be stored with compatibility groups B, F, and G. These combinations are not authorized for transportation by the DOT.

(3) When AE is transported along or across roads that are not accessible to the public or roads that are clearly posted as prohibited to the public, AE may be transported according to the Army storage compatibility chart (DA PAM 385-64), however blasting caps or detonators will not be transported with high explosives unless they are packed in an MK 663 MOD 0 container or equivalent.

(4) When AE is to be transported along or across roads accessible to the public, DOT compatibility rules apply.

f. Vehicle drivers and co-drivers must be trained and certified for HAZMAT transportation in accordance with AR 600-55.

g. Vehicle drivers must receive emergency response instructions and proper reporting procedures for accidents, incidents, or delays en route.

## **9-5. On-Base AE Movement Restrictions**

a. Designated on-base ammunition routes will be strictly observed (see Ammunition Routes in Appendix H).

b. Using units will adhere to this and all transportation regulations while transporting ammunition within field sites and ranges.

c. JBLM hard surface roads are considered public roads and subject to DOT requirements.

d. AE-laden vehicles will not enter the main base or billeting areas except as authorized for storage by DA Pam 385-64, Ammunition and Explosives Standards, and with approval in writing by the JBLM Ammunition Surveillance Office.

## **9-6. Transporting AE on Public Roadways**

In addition to the controls in paragraph 9-4—

- a. Military vehicles will not transport JBLM ASP-issued AE over public highways, outside the confines of JBLM or its sub-installations, without an approved convoy clearance and risk assessment.
- b. JBLM ASP-issued AE transported off-base or on public highways on base (which includes but is not limited to movements to Camp Murray, YTC, and Lewis North firing ranges), will only be moved in the original packaging or in an approved Performance Orientated Packaging (POP) container. In addition, the words “POP MARK” must be written in the remarks block of the e581 so the ASA personnel can prepare the ammunition for transport.
- c. All hazardous materials shipments on public roads must be certified by a trained hazardous cargo certifier, on a DD Form 2890 (DoD Multimodal Dangerous Goods Declaration).
- d. AE-uploaded vehicles will be inspected by the QASAS office prior to departure.
- e. AE-laden vehicles transporting placardable amounts of hazardous materials (including AE) must have certified shipment documentation when operating on public roads. The certifier must personally inspect the item being shipped before signing the HAZMAT documentation.
- f. Incompatible loads may be transported on public roads only during times of war, contingency operations (not contingency exercises) or declared national emergencies when DOT Exemption 3498 has been invoked and the shipper complies with all provisions of that exemption.
- g. Driver is required to carry and use the evacuation distances specified in the latest DOT Emergency Response Guidebook, latest revision (extract samples provided in DA PAM 385-64, Appendix J).

## **9-7. En-Route Stops During Movement of AE**

For brief stops during transport at least one of the drivers remains in the cab, or within 10 feet of the vehicle provided the vehicle is within full unobstructed view. When circumstances require more lengthy stops, ensure that the vehicle is parked only at a Carrier Terminal, state or local approved safe haven under 49 CFR or during emergencies in a Department of Defense safe haven or refuge location, or per DTR 4500.9-R, Defense Travel Regulation.

## **9-8. Passengers In or On Government Vehicles Transporting AE**

- a. Except as noted below, passengers shall not ride in vehicles transporting AE.

b. Under certain conditions, as approved in a standard operating procedure, the minimum essential personnel and limited quantities of HDs 1.2.2, 1.3 and 1.4 AE may be transported together in the cargo portion of vehicles. Examples are vehicles used by the PMO in providing security or by EOD personnel performing their mission. These conditions are as follows:

(1) AE are packed separately from other items and packed in closed, clearly identified metal or wooden containers properly secured or sandbagged in the vehicle body to prevent movement.

(2) Seats are provided for all passengers.

(3) Smoking is not allowed in the vehicle.

(4) The vehicle cannot be left unattended.

c. Troops and AE may be transported in the same vehicle during training exercises when the vehicle is the prime mover for a weapon system engaged in the tactical portion of the exercise, troops being transported are assigned to the weapon system being moved, the vehicle is organic to the unit, and the vehicles remain on the training range. The only exception will be for HD 1.4 AE when it is necessary to travel between training ranges (on post or off post) and then conditions in paragraph 9-8e will apply. Transport between ranges (on-base or off-base) of all other AE will be in accordance with paragraph 9-4.

d. Mission essential passengers may ride in the passenger compartments of vehicles transporting AE if they can be safely seated.

e. AE will not be transported in a passenger compartment of a vehicle except in cases involving limited quantities (no more than two full outer-packs of small arms ammunition with non-explosive bullets). It is permissible to transport limited quantities of HD 1.4 small arms ammunition in the trunk of sedan-type government-owned vehicles or in cargo compartments of government-owned van type vehicles. The small arms ammunition must be in closed containers which are properly secured in the vehicle, and seats must be available for all personnel. Using privately owned vehicles for such purposes is prohibited, except for the Reserve Officer Training Corps (ROTC) and Marksmanship Programs when a government-owned vehicle is not available.

## **Chapter 10**

### **AE Storage and Use**

#### **10-1. General**

- a. All AE storage locations on JBLM must be licensed by JBLM IAW the procedures in JBLM REG 385-1.
- b. Unit commanders must have a storage plan, which covers the period the ammunition will be held by the unit.
- c. Ammunition Officers and NCOs' will be familiar with the procedures for using the Ammunition Holding Area (AHA) and procedures for establishing and operating temporary holding areas prior to the receipt of munitions items.
- d. Unit storage of ammunition must meet requirements outlined in AR 190-11, JBLM REG 190-11, DA PAM 385-64 and JBLM REG 385-1.

#### **10-2. Arms Room AE Storage**

JBLM REG 385-1 provides the conditions and requirements under which units may store AE in arms rooms.

#### **10-3. Field AE Storage**

Units with a requirement to establish a Field Ammunition Supply Point (FASP) or Ammunition Transfer and Holding Point (AHTP) on JBLM property must submit a written storage plan and request for authorization and licensing to JBLM. Procedures are in JBLM REG 385-1.

#### **10-4. Ammunition Holding Areas**

Units will request use of permanent AHAs in writing from the ASA overseeing the AHA, sign an agreement for use with the ASA, and follow the procedures outlined by the ASA. The requesting unit must meet all regulatory requirements, ESSP and license requirements, and ASA-directed requirements for net explosive weight, compatibility and quantity-distance for their storage and operations.

#### **10-5. JBLM ASA Unit Storage**

Units with approval may store AE at the servicing ASA if storage facilities exist. Coordination and approval will be obtained in writing through the ASA controlling Director of Logistics. Ammunition will be stored IAW applicable regulations and or as noted below:

- a. All personnel handling AE within the confines of the ASA that are not Soldiers in the MOS 89B or 890A must have current certification through the Ammunition Handlers Certification Course within the previous two years. The Commander of the unit who is responsible for the Soldiers holding the MOS of 89B or 890A may submit a memorandum to the IAMO certifying the Soldiers are MOS school trained. The IAMO will issue the AHCC card to the soldiers listed on the memorandum.
- b. Ball and blank ammunition will be stored in separate stacks with clear separation between stacks and markings clearly visible indicating the type of munition.
- c. Residue and packing components will not be stored in the magazine, rather will be stored within the ASA boundary in the area designated by the ASA accountable officer.
- d. Units will submit a Net Explosive Weight (NEW) inventory monthly (Appendices I and J) to the ASA operations officer.
- e. Units will perform magazine maintenance as prescribed or required by ASA staff or inspection criteria. The ASA will submit and follow up on work orders required to correct deficiencies.
- f. Units may store AE in preconfigured packages, configurations or platforms (other than standard original factory packaging) to facilitate movement packages and repaid delivery based on the munitions owning commanders METL and mission analysis. At no time will initiation systems be stored with, packaged or attached to such configurations or within any single preconfigured package. Units will ensure that storage compatibility is maintained but are not required to maintain lot, DODIC or type separation or stacking requirements normally associated with ASA storage of munitions except as noted in para 6-5 b above.

#### **10-6. Permanent AE Storage Locations**

Use of locations on JBLM with Department of Defense Explosive Safety Board (DDESB) approved explosives safety site plans (ESSP) and JBLM AE licenses for permanent Army AE storage, is controlled by the organization holding the AE license for the location, and overseen by the QASAS and JBSO.

#### **10-7. AE Accountability**

- a. AE being stored IAW procedures outlined in paragraphs 6-2, 6-3, 6-4 or 6-5 regulation will be accounted for using DA Forms 5203 (DODIC Master/Lot Locator Record), or the Standard Army Ammunition System – Modernized (SAAS-MOD) ASA or other command directed process or system.
- b. Units will use DA Form 5515-R (Appendix K) as a hand receipt for issuing CL V(T) from one unit or organization to another, from one supervisory level to another, or to several recipients from a single issue.

c. The DA Form 5515-R will also be used as a turn-in document for unexpended AE and residue from the hand receipt holder to the level that originally drew the AE from the ASA when the training event is completed.

d. All shortages noted when returning AE on DA Form 5515 should have an accompanying DA form 5811-R from the using parties explaining the loss of materials that can be consolidated and used during any required investigation or noted on turn in 5811-R submitted to the ASA during document reconciliation process.

#### **10-8. Guided Missile and Large Rocket Reporting and Accountability**

a. Units will ensure reports are submitted for all missile firings per AR 700-19, U.S. Army Munitions Reporting System.

b. Missiles drawn from the Lewis Main ASP or JBLM-YTC ASP for use off the JB (mission requirements, training exercises, etc.) will be reconciled with that ASA upon return. The unit will provide the ASA with the DA Form 5692-R, Ammunition Consumption Certificate, for those items expended.

#### **10-9. AE General Usage**

a. AE boxes or containers will not be opened until they are to be used, to maximize serviceability of munitions exposed to external conditions such as humidity, weather or other environmental aspects.

b. AE removed from its original box or container for firing, but which is not fired, will be positively identified and returned complete in every respect to its packing container, including inner and outer containers.

c. AE will not be disassembled, de-linked, modified or altered in any manner.

d. Live AE will not be used in classroom demonstrations.

#### **10-10. AE Malfunctions**

a. The term "malfunction," means the failure of an ammunition item to function as expected when fired or launched, or when explosive items function under conditions that should not cause functioning. Malfunctions include hangfires, misfires, duds, abnormal functioning and premature functioning of explosive items under normal handling, maintenance, storage, transportation, and tactical deployment. Malfunctions do not include accidents or incidents that arise solely from negligence, malpractice, or situations such as vehicle accidents or fires.



b. Unit commanders are responsible to ensure that all unit range safety officers (RSO), range training officers and range officers-in-charge (OIC) of firing are thoroughly familiar with the provisions of this section.

c. In the event of a conventional AE or guided missile malfunction, the unit commander, or senior person in charge of the firing unit will—

(1) Immediately cease firing, place the range in a check fire status, and discontinue use of any involved weapons.

(2) Immediately contact the Range Operations Duty Desk (if on-base) or Joint Base Operations Center (if off-base). For malfunction of ammunition and explosives at JBLM-YTC, during normal duty hours call 577-3360/577-3690, or the 24-hour pager during non-duty hours (728-1420) or the duty officer @ (509) 577-3280.

(3) Relate all available information to Range Operations on the malfunction, as well as AE stock number, DODIC and lot number.

(4) Secure the malfunction site all materiel involved in the malfunction to prevent the removal or relocation of ammunition or ammunition components weapons or weapons debris, and ammunition packaging until authorized by the ammunition officer or QASAS

c. Upon notification of a conventional AE or guided missile malfunction, the Range Operations Duty Desk will—

(1) Verify immediate cease fire and check fire status, and discontinued use of any involved weapons.

(2) Immediately contact the Joint Base Operations Center (JBOC).

(3) Relate all available information to the JBOC on the malfunction, and request notification of the installation QASAS, supporting ammunition and weapons system logistics assistance representatives (LAR) and JBSO as appropriate.

(4) Request JBOC obtain explosive ordnance disposal (EOD) unit support if the ammunition involved is considered hazardous.

d. Upon notification of a conventional AE or guided missile malfunction by the Range Operations Duty Desk or involved unit, the JBOC will—

(1) Contact the ammunition officer, installation QASAS, supporting LARs and JBSO as requested, relating all available information on the malfunction,

(2) Request EOD support if requested by Range Operations.

e. Upon notification of a conventional AE or guided missile malfunction by the JBOC or other source, the ammunition officer, assisted by Range Support Branch, installation QASAS, supporting LARs and the JBSO will—

- (1) Gather data as necessary for all reported malfunctions.
- (2) Locally suspend affected ammunition and immediately notify all local units in possession of suspended stock
- (3) Ensure prompt and complete reporting of ammunition malfunctions IAW AR 75-1 and AR 385-10, including all conventional ammunition duds and misfires to the appropriate AMC commodity command for review and action. All missile malfunctions will be reported to AMCOM.
- (4) Ensure compliance, as applicable, with requirements of the Department of the Defense Policy to Implement the EPA's Military Munitions Rule.

#### **10-11. Defective AE**

a. Defective AE as noted below will not be fired. The officer in charge of firing will notify the following of AE showing defects that was issued to troops for firing:

- (1) The local ammunition officer, QASAS, and LAR, using the malfunction notification procedures in paragraph 6-9.
- (2) The responsible combat support force.
- (3) Typical defects to be reported include, but are not limited to, the following:
- (4) Projectiles of fixed rounds found loose in cartridge cases.
- (5) Fuzes on fused rounds that are inadequately tightened, insecurely staked (when required), or missing safety devices.
- (6) Safety and arming mechanisms that are in an armed position.
- (7) Ammunition that shows serious deterioration or corrosion.
- (8) Ammunition that shows any evidence of incipient or latent defects in material or assembly.

b. For ammunition that hang fires, EOD will be notified per paragraph 6-9, to remove the ammunition from the weapon system for examining and photographing prior to destruction.

c. The ammunition officer, QASAS, or LAR will investigate all observed or reported defects. Defects will be reported in accordance with DA Pam 750–8.

d. Defective ammunition found before firing will not be fired. If procedures to make it safe are not required, the ammunition will be properly repackaged, marked to show defective contents, and turned in to the supporting ammunition supply point. If render safe procedures are required or the defective ammunition presents other hazards, the supporting EOD unit will be notified.

## **Chapter 11**

### **AE Turn-in Procedures**

#### **11-1. General**

a. All unexpended Army AE and AE residue from JBLM ASAs, remaining after completion of the training exercise will be returned to the servicing ASA. Unexpended live ammunition and residue will be turned in to the ASA on separate documents within 5 working days following the completion of the units training event. Units must provide a copy of the Turn-in 581 on the day they schedule their appointment. The ASA will provide a list of units with delinquent documents and a list of units currently suspended from further issue to the appropriate MSC CL V manager and consolidated list to the IAMO no later than 1200 hours of the last duty day of each week.

b. ASA Accountable Officers will ensure turn-in appointments are scheduled at the time of issue to ensure this requirement is supportable. Live and residue turn-ins will be accomplished on the same day unless extreme or unusual circumstance exist and can be documented.

c. Units will clear the issue document by reconciling the ammunition issued against the turn-ins.

d. Units that do not reconcile their issue document within 5 days from the training end date indicated on the e581, will be placed on a delinquent document list and will not be allowed to draw more ammunition until the delinquent document is reconciled. Units that cannot obtain a scheduled turn in appointment within 5 days due to ASA limitations will not be constrained by this or denied further issue of munitions to meet approved and validated requirements.

e. Failure to meet scheduled turn-in appointments will automatically place units on delinquent document list regardless of time or situation and the unit may not be allowed to receive further CL V (T) until the issued documents are reconciled.

f. Operational, Combat, Sustainment and New Equipment Fielding ammunition issues will not be constrained under any circumstances for delinquent documents or other administrative concerns by ASPs.

#### **11-2. Document Preparation and Submission**

Turn-in requests will be prepared using manual DA Forms 581 IAW DA PAM 710-2-1. Some security category II explosives require additional documentation be processed (i.e., DA Form 2203-R, Demolition Reconnaissance Report and DA Form 5692-R, Ammunition Consumption Certificate). See DA PAM 710-2-1 for additional information.

### **11-3. Reconciliation**

a. Upon completion of live and residue turn-ins, ASA personnel will conduct reconciliation between the unit issue and turn-ins to ensure that all ammunition issued to the unit is accounted for. Shortages will be accounted for on DA Form 5811, IAW DA PAM 710-2-1, signed by the first LTC commander in the chain of command stating the cause of the shortage and actions being taken to correct situations that resulted in such shortages.

b. Units must conduct a reconciliation of their e581's in TAMIS upon completion of the document closure with the ASA to ensure proper expenditures and credits have been posted by the ASP to the units accounts. Units will follow established procedures in AR 5-13 and the TAMIS end users manual for reconciliation process, they must reconcile the document in TAMIS to close the process and ensure the unit is receiving credit for items not expended.

### **11-4. The Joint Base AE Amnesty Program (JBAP)**

a. This program is neither intended to circumvent normal turn-in and accountability procedures, nor serve as a substitute for sound leadership. Implementation of such a program is mandatory, but subject to the discretion of the Joint Base Commander. The JBAP is to provide an opportunity for individuals to return AE that has been stolen, misplaced or inadvertently left in the possession of an individual. For the JBAP to work, returns must be able to be made without fear of prosecution, therefore amnesty turn-ins will not be the subject of an investigation of individuals making the turn-in. The overriding premise behind every AE amnesty program is the freedom from prosecution or adverse action that the Service Members must feel and that all commanders must promote without qualifications or conditions, subject to the following guidelines:

(1) All AE found on installation, excluding small arms ammunition (up to and including .50 caliber), will be considered extremely hazardous and will not be handled or moved by unauthorized personnel. EOD or Installation QASAS/Ammunition Inspectors, and MOS 89B's are considered trained personnel. For explosive emergencies after duty hours EOD on JBLM-Lewis Main should be called at 9611-5507 or 9611-1971.

(2) Small arms ammunition in individual possession may be delivered directly to a servicing JBLM ASP. In the event that the contacted ASP cannot respond in a timely manner, the provost marshal office (PMO), or EOD shall be contacted through the command duty officers. Regardless of the turn-in method, neither documentation nor verification of identity is required.

b. Using units discovering AE after having completed their turn-ins and having their accounts reconciled are not authorized to use the amnesty procedures for turn-in. These units shall make amended turn-ins using the formal turn-in procedures set forth in this regulation. Commanders must ensure that no adverse action results from following this procedure.

c. Commanders at all levels will implement the (JBAP) in a manner that does not intimidate the individual or prevent the individual from freely turning in ammunition. Each organization commander, having elements that use or expend AE will develop an amnesty program that supports the JBAP. Commanders will brief Service Members on the amnesty program on a quarterly basis and a refresher briefing should be given during pre-firing orientation. Commanders at every level with elements that use AE will develop policy for an amnesty program. As a minimum, the programs will contain:

(1) How to maintain and operate an ammunition amnesty collection point and/or identify the locations on the installations to prospective users.

(2) Schedule ammunition amnesty days at least once quarterly and after each field exercise for collection of abandoned or unauthorized ammunition and explosives.

(3) When AE amnesty days are scheduled, consideration for collection points shall be established at locations that afford inhabited building distance (IBD) levels of protection.

(4) To ensure proper care is supervised and exercised, only proper qualified AE or EOD personnel will be available at the amnesty collection points throughout the scheduled event.

(5) Develop provisions for allowing storage of the received AE in the assigned unit arms room until the AE can be turned-in to the ASP.

d. The installation QASAS:

(1) Manages the JBAP IAW JBLM safety policies.

(2) Coordinates the receipt of amnesty with the ASP.

(3) Determines the locations of the amnesty boxes and empty them on a regular basis.

(4) Tracks amnesty receipts to determine trends that reflect on unit ammunition accountability and control.

e. Units. Unit amnesty policy may be developed to allow unit Service Members to turn in small arms ammunition (1.4S) to the unit armorer for the storage in the unit's arms room without intimidation or questions. The person turning in the ammo is protected by amnesty policy and the unit can then turn in the ammo collected to the ASP as "found on base". The unit armorer and property book officer must capture to record the accumulated amnesty ammo by DODIC and quantity prior to turn in to the ASP.

f. ASP Procedures. ASP personnel will accept delivery of ammunition under the amnesty program during normal ASP operating hours provided the material is handed directly to an ASP operator. No paperwork is required from and no questions will be asked of individuals making the amnesty turn-in.

g. JBAP Controls. The JBAP will not be a substitute for normal turn-in procedures or used by units to circumvent standard supply procedures. Units discovering ammunition on hand after having reconciled their account are authorized to make an amended turn-in. The following procedures apply:

(1) Prepare a new DA Form 581 for the remaining ammunition. Note in block 28 the original issue document number, if known, and state "this is an amended turn-in document".

(2) Individuals will not be subjected to investigations and adverse actions as a result of implementing amended turn-in procedures. Once documents have been prepared, this ammunition will be scheduled for turn-in. It will be maintained under the security and control of the unit commander at authorized locations until it can be returned under amended turn-in procedures in the same manner that credit is received for standard turn-ins.

h. To ensure proper control and safety, the JBAP can be supplemented by any of the following methods, or combinations thereof:

(1) The QASAS may schedule AE amnesty days as often as deemed necessary for the collection of unauthorized AE. Collection points shall only be established at locations that afford inhabited building distance (IBD) levels of protection. To ensure that proper care is exercised, only properly qualified and certified ammunition or EOD personnel must be available and on hand to supervise amnesty turn-ins. The installation medical and fire departments shall be notified and be available on call should the need arise.

(2) The Joint Base Commander may establish dates and sites which explosives vehicles may be dispatched to receive amnesty turn-ins. The location of the amnesty vehicle must be selected so that it does not create a hazard to personnel and structures. At a minimum, locations shall afford IBD protection (i.e., minimum of 1,250 feet from inhabited areas or those frequented by personnel unrelated to explosives operations). Vehicles loaded with explosives shall use established explosive routes.

(3) Due to the hazardous nature of AE, the use of amnesty containers is the least desirable method of supporting the JBAP. If Commanders are successful in establishing the non-intimidating environment required of an amnesty program, there will be no need for amnesty boxes. Where implemented, however, the following controls apply:

(a) Any off-range containers shall be sited in accordance with AR 385-10, DA Pam 385-64 and IMCOM Reg 5-13. Containers placed on ranges approved for the type of ammunition involved do not require a separate site approval as long as the location does not extend an IBD ESQD arc beyond established range borders.

(b) If used, amnesty containers are to be constructed of 10-gauge steel and secured with a lock in accordance with AR 190-11, AR 190-51 and FL Reg 190-11. Slots on the amnesty container will be sized to accept no larger than a .50 caliber cartridge. Containers shall be limited to less than 100 lbs. total net explosive weight (NEW) of HC/D 1.3 and 1.4 munitions.

(c) Personnel qualified and certified by the QASAS shall check containers on a scheduled basis. All AE recovered shall be immediately returned to the installation ASP. Items that appear to be damaged or unsafe to move shall be left in place until examined by EOD personnel and conditional assessment made by senior EOD member.

i. JBLM-Lewis Main and Lewis North. There are six amnesty boxes located on Lewis Main and Lewis North. Locations are as follows (see Map):

- (1) At the JBLM Main ASP
- (2) At the junction of Jecelin Ave and Range 2C
- (3) In front of building 03466 on Mastin Ave between 3rd and 4th Division Dr
- (4) The JBLM Main Base wash rack behind building 3922
- (5) On JBLM North at the corner of "A" St. and 17th, across from Building 11504, diagonal from the credit Union
- (6) The JBLM North wash rack, corner of A St. and 8th St.

j. JBLM-YTC has 11 points where ammunition amnesty containers are located. The containers are designed for SAA .50 caliber and smaller. ASP personnel will accept delivery of ammunition amnesty during normal duty hours with no paperwork or questions asked. at Ammunition amnesty containers are available 24 hours per day; containers are painted orange with black rings or solid yellow; and are found at the following locations:

- (1) YTC ASP main gate
- (2) Vagabond Airfield
- (3) Staging area
- (4) Wash Rack North



- (5) Wash Rack South
- (6) Refuse Collection Point
- (7) Range Control Forward
- (8) Range 25
- (9) Range 24
- (10) Comers
- (11) The Multi Purpose Range Complex (MPRC) AHA

k. Amnesty Day. The installation QASAS will schedule an amnesty day twice a year in conjunction with Base Pride and clean up weeks.

#### **11-5. Ammunition Found on Base (AFOB)**

a. All AFOB, excluding small arms ammunition (.50 cal and below), will be considered to be potentially hazardous and will not be moved by untrained personnel. Supporting EOD and QASAS personnel will respond to handle AFOB upon notification. EOD and QASAS will determine when AFOB is not safe for movement or handling/storage and must be destroyed. Other items will be returned to the supporting ASA.

b. AFOB Recovery. All AE, excluding small arms ammunition (up to and including .50 caliber), will be considered hazardous and will not be moved by untrained personnel. EOD, QASAS, Ammunition Inspectors, and MOS 89B's are considered trained personnel. The 3rd Ordnance Battalion will respond to recover AFOB, 9611-5507/8 during duty hours, and 436-5651 after duty hours. Explosive Ordnance Disposal (EOD) personnel will document receipt of AFOB with DA Form 3265-R, Explosive Ordnance Incident Report, and will notify the JBLM Provost Marshal Office (PMO) of any AFOB. EOD personnel will not record names of individuals making turn-ins. Individuals notifying EOD will not be subjected to questioning or investigation when reporting or turning in AFOB. The JBLM-YTC EOD can be reached through Range Control Forward.

c. Individuals discovering AFOB are strongly encouraged to volunteer information, which would facilitate an investigation of cause(s) of ammunition loss. This can be done by notifying the JBLM PMO instead of EOD. The PMO representative will notify the EOD and QASAS prior to handling or moving any ammunition. EOD units will not be delayed in their performance of movement or destruction of the munitions.

d. During normal servicing ASA operating hours, ASA storage personnel are to respond in a prompt and timely manner to accept AFOB deliveries. ASA operators will give assistance to EOD personnel by providing or coordinating for transport and handling beyond the capability of EOD to transport AFOB to the ASA. Turn-in of AFOB by EOD units will receive priority disposition. The ASA will immediately account for AFOB, and EOD will be released of any further involvement. Serviceability inspections will be as required by SB 742-1.

e. Explosives storage areas assigned to EOD may be used to store AFOB provided all explosive safety and security requirements are met. EOD is authorized to hold AFOB in these assigned storage areas when the servicing ASA is not open. AFOB will be turned in as soon as possible once the ASA opens. A copy of the DA Form 3265-R will remain with the AFOB stored by EOD and the original will be kept in EOD unit files to provide an audit trail.

f. When EOD storage areas cannot accommodate AFOB, the appropriate servicing ASA will be contacted to open and accept the AFOB. A current roster of personnel at each JBLM ASA who can be called during off duty hours will be provided to EOD. A sufficient number of personnel will be identified on the roster to ensure EOD will be successful in reaching someone who can respond promptly.

g. Small arms ammunition and inert residue may be delivered directly to any JBLM ASA during normal operating hours.

h. The AFOB recovery program will be publicized in conjunction with the JBAP.

## **Chapter 12**

### **Operational and Combat Ammunition**

#### **12-1. General**

This chapter outlines the procedural guidelines governing the responsibilities and management of Operational, Combat and Sustainment Ammunition. An operational load is ammunition that is required by a unit to perform duties outside of unit training or wartime use. Combat and Sustainment load ammunition items are those required by METL and mission analysis by the combatant commanders as items required to carry out operations outside of established garrison support. Combat loads are authorized and approved based on information provided through the requirements module in TAMIS. Sustainment loads, when required will be requested through the unit's chain of command to their MACOM for approval. Only ACOM-approved Combat or Sustainment items will be issued from JBLM ASPs.

#### **12-2. Identification of Requirements**

IAMO maintains a stockage objective for EOD, funeral detail, and flag details and ensures that enough operational load ammunition for these requirements is on hand. Units should request ammunition for any other requirement by memorandum to the IAMO (Appendix L) at least 45 days prior to the date required. IAMO will verify the requests are within the operational requirement or guidelines of DA PAM 350-38 appendix D, requisition the ammunition and notify the unit of availability. Requests for aviation items (CADS/PADS) must include the aircraft tail number, the date installed and date removed.

#### **12-3. Accountability**

Units will submit an e581 IAW Appendix B this regulation. Units will draw ammunition from the servicing ASA using the same criteria as for training ammunition, however, once the unit has signed for the ammunition it will be added to the unit property book until the requirement no longer exists. Inventories will be conducted IAW DA Pam 710-2-1, Chapter 9. Units will turn-in required residue and live ammunition upon completion of the requirement and use the completed turn-in documents to remove the ammunition from the unit property book.

#### **12-4. Storage**

Units may only store the ammunition in their arms room that meets the requirements provided in Chapter 10 of this regulation. APPENDIX A - References

## **Glossary**

### **Section I Required Publications**

#### **DoDI 1438.06**

DoD Workplace Violence Prevention and Response Policy

#### **DOD 4500.2-R**

MP

#### **DODI 5100.76**

Safeguarding Sensitive Conventional Arms, Ammunition, and Explosives (AA&E)

#### **DOD Manual 5100.76-M**

Physical Security of Sensitive Conventional Arms, Ammunition, and Explosives

#### **AR 5-13**

Training Ammunition Management System

#### **AR 11-2**

Internal Controls

#### **AR 75-1**

Malfunctions Involving Ammunition and Explosives

#### **AR 190-11**

Physical Security of Arms, Ammunition and Explosives

#### **AR 190-14**

Carrying of Firearms and use of Force for Law Enforcement and security Duties

#### **AR 190-51**

Security of Unclassified Army Property (Sensitive and Nonsensitive)

#### **AR 350-1**

Army Training

#### **AR 385-10**

Army Safety Program

#### **AR 385-63**

Range Safety

**AR 600-55**

The Army Driver and Operator Standardization Program (Selection, Training, Testing, and Licensing)

**AR 700-19**

U.S. Army Munitions Reporting System

**AR 702-6**

Ammunition Stockpile Reliability Program

**AR 710-2**

Supply Policy Below the Wholesale Level

**AR 735-5**

Accounting for Lost, Damaged, and Destroyed Property

**AR 735-11-1**

Uniform Settlement of Military Freight Loss and Damage Claims

**AR 740-1**

Storage and Supply Activity Operation

**AR 190-40**

Serious Incident Report

**CTA 50-909**

Field and Garrison Furnishings and Equipment

**DA PAM 350-38**

Standards in Weapons Training

**DA PAM 710-2-1**

Using Unit Supply System

**DA PAM 710-2-2**

Supply Support Activity Supply System

**DA Pam 385-40**

Army Accident Investigations and Reporting

**DA PAM 385-63**

Range Safety

**DA PAM 385-64**

Ammunition and Explosives Safety Standards

**DA Pam 385-65**

Ammunition and Chemical Site Plans

**DA PAM 75-5**

Index of Storage and Outloading Drawings for Ammunition

**FORSCOM-REG-700-3**

Ammunition Basic Load

**FORSCOM REG 700-4**

Ammunition

**FORSCOM REG 350-10**

Training and Certification Program for Personnel Working in Ammunition Operations

**FORSCOM Supplement to AR 190-11**

Physical Security of Army Ammunition and Explosives

**IMCOM Reg 5-13**

Installation Ammunition Support

**IMCOM Policy Memorandum 31**

Ammunition Logistics Program Guidance

**FL REG 350-6**

Range Projects Review Board

**JBLM REG 55-2**

Joint Base Lewis-McChord Transportation Services

**JBLM REG 190-11**

Physical Security of Arms, Ammunition and Explosives

**JBLM REG 385-1**

Joint Base Safety and Occupational Health Program

**FM 4-30.13**

Ammunition Handbook Tactics, Techniques and Procedures for Munitions Handlers  
(This item is included on EM0205))

**Section II****Related Publications**

This section contains no entries

**Related Forms:**

This section contains no entries

### **Section III**

#### **Prescribed Forms**

##### **DD Form 626**

Motor Vehicle Inspection (Transporting Hazardous Materials)

##### **DD Form 2890**

DoD Multimodal Dangerous Goods Declaration

##### **DA Form 581**

Request for Issue and Turn-in of Ammunition

##### **DA Form 1687**

Notice of Delegation of Authorization-Receipt for Supplies

##### **DA Form 2203-R**

Demolition Reconnaissance Report

##### **DA Form 3151-R**

Ammunition Stores Slip

##### **DA Form 3265-R**

Explosive Ordnance Incident Report

##### **DA Form 5203**

DODIC Master/Lot Locator Record

##### **DA Form 5515**

Training Ammunition Control Document

##### **DA Form 5692-R**

Ammunition Consumption Certificate

##### **DA Form 5811-R**

Certificate Lost or Damaged Class 5 Ammunition Items

##### **DA Form 7281-R**

Command Oriented Arms, ammunition, and Explosives AAE Security Screening and Evaluation Record

### **Section IV**

#### **Referenced Forms**

This section contains no entries

## **Appendix B**

### **Training Ammunition Request (E581) Procedures**

#### **B-1. General**

TAMIS is used to manage all classifications of ammunition across the Army. It provides visibility of all levels of ammunition requirements, authorizations, forecasts, requests for issue, expenditures and historical data.

#### **B-2. Creating an Ammunition Request Document**

To create a request for issue of ammunition for Lewis Main or JBLM-YTC ASA's, units will utilize the automated requesting process using TAMIS. Unit ammunition managers must establish the following prior to processing a document:

- a. Access to the website <https://tamis.army.mil>.
- b. Certification through the Ammunition Managers Course.
- c. A user account setup by the TAMIS Manager for your unit or management level. You MUST have a valid AKO email or Enterprise email stored in TAMIS to set up an account successfully. AKO or JBLM official email addresses are the only authorized email accounts that will be input to user accounts in TAMIS.
- d. The appropriate user rights for your account.
- e. Ammunition Forecasted to support the request

#### **B-3. TAMIS Management**

TAMIS is managed on JBLM for the ACOM (FORSCOM) by the I Corps G3 training office. All TAMIS login accounts, access and questions should be routed through I Corps G3 (253.967.0494) or the units ASCC.

#### **B-4. Processing Requests**

Step by step procedures are found in the TAMIS users' manual which is available on line at <https://tamis.army.mil> or through the JBLM IAMO office. These procedures and processes are subject to and occur often so users should reference the user's manual frequently. TAMIS maintains a customer support help line which can be reached either through email at [support@aim4value.com](mailto:support@aim4value.com) or via telephone at 1-800-934-1169.



**Appendix C**  
**Requests for Un-forecasted Ammunition**

(OFFICE SYMBOL)

(DATE)

MEMORANDUM FOR JB Ammunition Management Office (IAMO)

SUBJECT: Request for Un-forecasted Ammunition

1. Request the following un-forecasted ammunition requested on Document # W8TUUW82800001, be approved to support a 1/25 SBCT FTX in June 2005.

<u>DODIC</u>	<u>NOMENCLATURE</u>	<u>QTY</u>
A080	Ctg, 5.56mm Blank	10,000
A111	Ctg, 7.62mm Blank	5,000

2. The above items were not forecasted due to a recent authorization increase within the forecast lock out period.

3. POC this request is CPT Avenger, BN S-3, at 967-5555.

BILLY T. KID  
LTC, OD  
Commanding

**Appendix D**  
**Letter of Lateness Memorandum (sample)**

(OFFICE SYMBOL)

DATE

MEMORANDUM FOR Chief, JBLM Ammunition Supply Point (ASA)

SUBJECT: Letter of Lateness

1. Request approval of the following late ammunition request to support HHC BDE training in Yakima FTX. Training dates are 3 – 21 October 2005.

2. Document number **W81TW1 5263-5056**

AA49 9mm ball 500rds.

Ammunition is being requested to conduct range qualification for 8 personnel. If rounds are not provided, 6 personnel will not be qualified with current assigned weapon; unit will fall to USR reporting levels of T2/3 within the next 30 days; etc.

3. POC this request is CPT Avenger, BN S-3, at 967-5555.

BILLY T. KID  
LTC, OD  
Commanding

## **Appendix E**

### **DA Form 1687, Notice of Delegation of Authority - Receipt for Supplies**

1. Upon any element of data becoming outdated on this card, the entire card is no longer valid and must be replaced with a new card before further transaction involving Class V can continue. If the individual who assumes responsibility goes on leave then a new DA Form 1687 and assumption of command order is required. Instructions for completing the 1687 can be found in DA PAM 710-2-1, figure 11-3.
2. All entries will be typed and must be clearly legible.
3. Class V 1687's require both hand written and digital signatures. Legible photocopies of originally prepared dual signed, DA FORM 1687's are acceptable
4. The 1687's will be submitted for validation and processed through the JBLM Ammunition Office.
5. The DA Form 1687 will be distributed as follows:
  - a. 1st copy: IAMO Munitions Division.
  - b. 2nd copy: JBLM ASA.
  3. 3rd copy: JBLM\_YTC ASA.
  4. 4th copy: Using Unit.
6. A copy of the Commander's assumption of command orders will be submitted with the DA Form 1687. The Unit's UIC must be present on the orders.
7. DA Form 1687 Preparation (Delegation of Authority): REQUEST AND/OR RECEIVE.
  - a. Date: Enter the calendar date the document was prepared.
  - b. Organization Receiving Supplies: Enter the unit/activity designation.
  - c. Location: Ammunition Supply Activity.
  - d. Last Name, First Name, Middle Initial.
  - e. Enter the name of personnel authorized to request and receive ammunitions.
  - f. Enter their rank.
  - g. Enter their ETS date. (example: 12 Sept 2006) or INDEF

h. Social Security Number: Leave blank if using older form.

i. Authority.

(1) REQ (Request). Enter "YES" or "NO" to indicate whether the individual is to request ammunition.

NOTE: Unit Commanders are responsible for security and control of the unit ammunition program and to ensure that only authorized personnel receipt for Class V supplies. The responsible officer may delegate only Soldiers E-5 and above to request ammunition on the DA Form 1687.

(2) REC (Receive). Enter "YES" or "NO" to indicate whether the individual may receive or turn-in ammunition.

j. Signature. Dual signature required. Both signatures must be legible.

k. Authorization by Responsible or Accountable Officer.

(1) Place and "X" in the delegated block.

(2) Enter the following statement; "Requisition or receipt of Class V supplies as indicated above." Or "to Approve and Authenticate Class V requests".

l. Remarks. Enter the following statement: Authorized representative(s) listed above have passed security screening required by AR 190-11.

m. UIC. Enter your Unit Identification code (UIC) for Unit Level Ammunition Draw (the UIC entered must match the UIC on the assumption of command order).

n. DODAAC/Account Code. Enter your assigned DODAAC/Account Code.

o. Last Name, First Name, and Middle Initial. Enter the name of the Commander of the UIC.

p. Grade. Enter the grade of the Commander.

q. Telephone Number. Enter the telephone number where the individual in Block H can be reached.

r. Expiration Date. Enter the expiration date, NOT to exceed one year from the date prepared. Note that when any ETS listed on a DA 1687 expires before the expiration date, it makes the DA 1687 no longer valid.

Example: Date prepared is 2 April 2004; the expiration date will be 1 April 2005.

Signature: The Commander signs here.

s. DA Form 1687 Preparation (Delegation of Authority): AUTHENTICATE AND APPROVE All fields are the same as section 7 with the exception of:

t. Authority.

(1) REQ (Request): Enter NO to indicate whether the individual is to request ammunition.


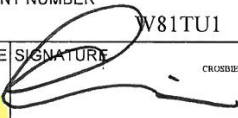
(2) REC (Receive): Enter NO to indicate whether the individual is to receive or turn-in ammunition.

(3) The person authorized to approve and authenticate may be civilian or of any military rank

u. Authorization by Responsible or Accountable Officer.

(1) Place and "X" in the delegated blocks.

(2) Enter the following statement; "Authenticate and Approve Class V Supplies as indicated above."

NOTICE OF DELEGATION OF AUTHORITY - RECEIPT FOR SUPPLIES <small>For use of this form, see DA PAM 710-2-1. The proponent agency is DCS, G-4.</small>					DATE 30APR15	
AUTHORIZED REPRESENTATIVE(S)						
ORGANIZATION RECEIVING SUPPLIES 1-23 IN, 3-2 SBCT			LOCATION Ammunition Supply Activity			
LAST NAME-FIRST NAME-MIDDLE INITIAL			AUTHORITY		SIGNATURE AND INITIALS	
			REQ	REC		
ROBESON, KEITH SGT 01AUG17			YES	YES	 ROBESON, KEITH WAYNE I 284985598 KR	
- Last Item-						
AUTHORIZATION BY RESPONSIBLE SUPPLY OFFICER OR ACCOUNTABLE OFFICER						
THE UNDERSIGNED HEREBY <input checked="" type="checkbox"/> DELEGATES TO <input type="checkbox"/> WITHDRAWS FROM THE PERSON(S) LISTED ABOVE						
THE AUTHORITY TO: REQUEST AND RECEIVE CLASS V (TRNG) SUPPLIES AS INDICATED ABOVE						
REMARKS Authorized representatives listed above have passed security screening IAW AR 190-11						
I ASSUME FULL RESPONSIBILITY						
UNIT IDENTIFICATION CODE WARNAA			DODAAC/ACCOUNT NUMBER W81TU1			
LAST NAME-FIRST NAME-MIDDLE INITIAL		GRADE	TELEPHONE NUMBER	EXPIRATION DATE	SIGNATURE	
CROSBIE, COREY L.		O-5	(253) 967-3263	29 APR 16	 CROSBIE, COREY LEE 1129237780	

DA FORM 1687, MAY 2009 PREVIOUS EDITIONS ARE OBSOLETE APD LC v1.00ES

**Appendix F**  
**Assumption of Command (sample)**

**NOTE: A copy of the Commander's assumption of command order must be attached to each copy of the DA Form 1687, when processing through the Munitions Office.**

(OFFICE SYMBOL)

(DATE)

**MEMORANDUM FOR DISTRIBUTION**

**SUBJECT: Assumption of Command**

1. Effective 01 January 1999, the undersigned assumes command of the HHC 1/33<sup>d</sup> Armor Brigade (WAH9AA), JBLM, WA 98433-9500, vice LTC Hal R. Blair.
2. Authority: AR 600-20, Para 3-4a.
3. Period: Indefinite.

WESLEY B. BUTLER  
COL, QM  
Commanding

# Appendix G DD Form 626, Motor Vehicle Inspection (Transporting Hazardous Materials)

MOTOR VEHICLE INSPECTION (TRANSPORTING HAZARDOUS MATERIALS)											
(Read Instructions before completing this form.)											
This form applies to all vehicles which must be marked or placarded in accordance with Title 49 CFR.						1. GOVERNMENT BILL OF LADING/TRANSPORTATION CONTROL NUMBER					
SECTION 1 - DOCUMENTATION				ORIGIN a.				DESTINATION b.			
2. CARRIER/GOVERNMENT ORGANIZATION				1-505th Arty Bn							
3. DATE/TIME OF INSPECTION				1 July 99 0700 Hrs							
4. LOCATION OF INSPECTION				Pt Lewis ASP							
5. OPERATOR(S) NAME(S)				CPL Walker/SGT Tollen							
6. OPERATOR(S) LICENSE NUMBER(S)				USA# 2484-84/ USA# 5873-70							
7. MEDICAL EXAMINER'S CERTIFICATE				N/A							
8. (X if satisfactory at origin)								9. CVSA DECAL DISPLAYED ON COMMERCIAL EQUIPMENT*			
a. MILITARY HAZMAT ENDORSEMENT		d. ERG OR EQUIVALENT COMMERCIAL:		YES		NO		a. TRUCK/TRACTOR		YES	
b. VALID LEASE*		e. DRIVER'S VEHICLE INSPECTION REPORT*						b. TRAILER			
c. ROUTE PLAN		f. COPY OF 49 CFR PART 397									
SECTION II - MECHANICAL INSPECTION											
All items shall be checked on empty equipment prior to loading. Items with an asterisk shall be checked on all incoming loaded equipment.											
10. TYPE OF VEHICLE(S)						11. VEHICLE NUMBER(S)					
12. PART INSPECTED (X as applicable)		ORIGIN (1)		DESTINATION (2)		ORIGIN (1)		DESTINATION (2)		COMMENTS (3)	
		SAT		UNSAT		SAT		UNSAT			
a. SPARE ELECTRICAL FUSES						k. EXHAUST SYSTEM					
b. HORN OPERATIVE						l. BRAKE SYSTEM*					
c. STEERING SYSTEM						m. SUSPENSION					
d. WINDSHIELD/WIPERS						n. COUPLING DEVICES					
e. MIRRORS						o. CARGO SPACE					
f. WARNING EQUIPMENT						p. LANDING GEAR*					
g. FIRE EXTINGUISHER*						q. TIRES, WHEELS, RIMS					
h. ELECTRICAL WIRING						r. TAILGATE/DOORS*					
i. LIGHTS AND REFLECTORS						s. TARPULIN*					
j. FUEL SYSTEM*						t. OTHER (Specify)					
13. INSPECTION RESULTS (X one) ACCEPTED						REJECTED					
(If rejected give reason under "Remarks". Equipment will be approved if deficiencies are corrected prior to loading.)											
14. SATELLITE MOTOR SURVEILLANCE SYSTEM: (X one) ACCEPTED						REJECTED					
15. REMARKS											
16. INSPECTOR SIGNATURE (Origin) Doe, John CPT, USA						17. INSPECTOR SIGNATURE (Destination)					
SECTION III - POST LOADING INSPECTION											
This section applies to Commercial and Government/Military vehicles. All items will be checked prior to release of loaded equipment and shall be checked on all incoming loaded equipment.											
18. LOADED IAW APPLICABLE SEGREGATION/COMPATIBILITY TABLE OF 49 CFR		ORIGIN (1)		DESTINATION (2)		ORIGIN (1)		DESTINATION (2)		COMMENTS (3)	
		SAT		UNSAT		SAT		UNSAT			
19. LOAD PROPERLY SECURED TO PREVENT MOVEMENT											
20. SEALS APPLIED TO CLOSED VEHICLE; TARPULIN APPLIED ON OPEN EQUIPMENT											
21. PROPER PLACARDS APPLIED											
22. SHIPPING PAPERS/DD FORM 836 FOR GOVERNMENT VEHICLE SHIPMENTS											
23. COPY OF DD FORM 626 FOR DRIVER											
24. SHIPPED UNDER DOT EXEMPTION 868											
25. INSPECTOR SIGNATURE (Origin)						26. DRIVER(S) SIGNATURE (Origin)					
27. INSPECTOR SIGNATURE (Destination)						28. DRIVER(S) SIGNATURE (Destination)					

DD FORM 626, SEP 1998 (EG)

PREVIOUS EDITION IS OBSOLETE.

Page 1 of 3 Pages  
Designed using Perform Pro, WHS/DIOR, Sep 98

## **Appendix H**

### **Designated AE Transportation Routes**

#### **H-1. Basic Requirements**

- a. AE will move in or through the cantonment areas of JBLM only as specifically allowed in this regulation.
- b. Except as noted in paragraph H-1c, all vehicles (military and commercial) carrying Class A, B or USDOT-placardable amounts of Class C AE on JBLM will follow only the routes designated in this section, and depicted on page H-3.
- c. Ammunition authorized for storage in unit arms rooms, or for other authorized guard, force protection and ceremonial uses may be transported within the cantonment area using routes and procedures which minimize risk to the exposed Base population, but will be coordinated NLT 72 hours in advance of the movement with the JBLM Provost Marshal Office, JBLM Fire Dept, QASAS and the Safety Office.
- d. DPW will mark the permanent AE transportation routes with signs identifying them as the Ammunition and Explosives Routes, to include both on-base signs and coordination with the State of Washington for information signs along Interstate 5 as needed.
- e. The JBLM Transportation Officer, in coordination with MICC-JBLM, will ensure that all commercial carriers have a contractual requirement and sufficient detailed information to identify and use the designated routes.

#### **H-2. AE Transportation on JBLM Lewis Main and Lewis North**

- a. Arrival and Departure, JBLM Log Center Gate and CVIP.
  - (1) AE-laden vehicles will move onto and off of JBLM Lewis Main and Lewis North through the Logistical Center Gate and CVIP (I-5 Exit 123) whenever that gate is open. Vehicles are subject to inspection and search at the vehicle inspection point.
  - (2) Once through the inspection point, the route turns left onto Rainier Ave to the combat vehicle trail at the end of Rainier Ave, right onto East Lincoln Ave, then an immediate left onto the combat vehicle trail. The trail connects with Transmission Line Road.
  - (3) When the Log Center Gate is closed, AE-laden vehicles will move onto and off of JBLM Lewis Main and Lewis North through the MAMC Gate and CVIP. Vehicles are subject to inspection and search at the vehicle inspection point. Once through the inspection point, the route turns left onto S F St to Rainier Ave, then right on Rainier Ave to the combat vehicle trail at the end of Rainier Ave, right onto East Lincoln Ave, then an



immediate left onto the combat vehicle trail. The trail connects with Transmission Line Road.

(4) Whether entering through the Log Center Gate of the MAMC Gate, at Transmission Line Road, turn left and proceed through the Transmission Line Gate. After crossing the railroad tracks, take the first paved left to the ASA.

(5) The route off Base from the ASA is the reverse of the entry route.

b. Movements between Lewis Main and Lewis North. Movements to ranges 101-115 and the northern training areas will be via the route outlined in paragraph H-2a, out Madigan gate, along I-5 to and from the DuPont exit (Exit 119), and along Steilacoom Drive to and from the ranges and training areas.

c. Movements to and from the ASA to ranges and training areas on Lewis Main and Lewis North. These movements will follow only the designated routes around the Small Arms Impact Area, using Transmission Line Road, Collier Avenue, 4th Division Drive, East Gate Road, and 7th Infantry Regiment Road.

d. Movements within range and training areas. Safe movement of ammunition and explosives within the range and training areas is the responsibility of the training commander.

e. Exceptions. The Joint Base Commander must approve any exceptions to AE movements on JBLM Lewis Main and Lewis North along other than the above routes. Exception requests will include a written assessment of hazards and controls, using risk management procedures in DA Pam 385-30.

### **H-3. AE Transportation on JBLM McChord Field**

All AE from off-base should be delivered to the 800- Munitions Storage Area (MSA), the Primary Explosive Route from off of the installation to the 800- MSA:

a. Arrival and Departure, JBLM McChord Field South Gate and CVIP.

(1) Enter at the Vehicle Inspection Point at the McChord Field South Gate. Vehicles are subject to inspection and search at the vehicle inspection point.

(2) Once through the inspection point, onto East Lincoln Boulevard to Lincoln Boulevard SW, left at Lincoln Boulevard SW to Fairway Drive, right at Fairway Drive to 800-MSA access road just before getting to Colonel Joe Jackson Boulevard, continue on 800-MSA access road to 800-MSA.

b. The Primary Explosive Route from the 800-MSA to the East side of the airfield:

(1) Right at Fairway Drive to Lincoln Boulevard, left on Lincoln Boulevard SW to Outer Drive, right at Outer Drive around South end of runway to Perimeter Road, continue on Perimeter Road to FOX Row access road, left at FOX Row access road.

(2) Once on the airfield take the most direct route to desired destination. The driver may continue on Perimeter Road around North end of runway to Entry Control Point at 62 Aerial Port Squadron.

c. The Primary Explosive Route from the 800-MSA to the West side of the airfield:

(1) Right at Fairway Drive to Lincoln Boulevard SW, left on Lincoln Boulevard SW to Pitsenbarger Boulevard, left at Pitsenbarger Boulevard to airfield access road adjacent to Building 308 (visual ref: concrete/stone wall), right at airfield access road to FOX Gate.

(2) Once on the airfield take the most direct route to desired destination.

d. The Alternate Explosive Route from the 800-MSA to the airfield:

(1) Left at Fairway Drive to Colonel Joe Jackson Boulevard, right on Colonel Joe Jackson Boulevard to Warehouse Road, right on Warehouse Road to E Street, left at E Street to Barnes Boulevard.

(2) Right on Barnes Boulevard to Outer Drive, left on Outer Drive to Lincoln Boulevard SW, right at Lincoln Boulevard SW to Barnes Boulevard, left at Barnes Boulevard, out the Barnes Gate to Perimeter Road.

(3) Left at Perimeter Road to McChord Field South Crash Gate at I Street, re-enter McChord Field at South Crash Gate at I Street, I Street to Outer Dr at which point driver will pick up Primary Explosive Route.

e. The primary explosive route from the 800-MSA to the 300-MSA is: right on Fairway Drive to Lincoln Boulevard SW, left on Lincoln Boulevard SW to Outer Drive, right at Outer Drive to 300-MSA.

f. Exceptions. The Joint Base Commander and Commander, 62d Airlift Wing must approve any exceptions to AE movements on JBLM McChord Field along other than the above routes. Exception requests will include a written assessment of hazards and controls, using risk management procedures in DA Pam 385-30.

#### **H-4. AE Transportation to JBLM-YTC**

a. Movements to JBLM-YTC. Ammunition and explosives route to Yakima Training Center will follow the off-Base movement route in JBLM REG 55-2.

b. Basic Requirements:

(1) Vehicles (military and commercial) arriving at JBLM-YTC with AE on board will proceed from I-82 Exit 26 directly through the main gate. Commercial explosive carriers will be provided a Military Police escort to the Ammunition Supply Point (ASP). Military Vehicles may proceed to the JBLM-YTC ASP or to designated field ammunition Holding Areas (AHA) off of I-82 Exit 11 as appropriate. AE-laden vehicles will not be allowed in the cantonment area, regardless of class or division.

(2) The ASP Accountable Supply Officer will keep the Military Police informed of all commercial carrier AE vehicles scheduled to arrive at JBLM-YTC.

(3) Commanders transporting AE to JBLM-YTC will notify JJBLM-YTC of the inbound shipment and provide the JBLM-YTC Accountable Office the following Documents:

(a) An inventory of all AE, to include Lot Number, Condition Code, storage location on JBLM-YTC and Vehicle Bumper Number.

(b) An Approved Risk Assessment.

#### **H-5. AE Transportation on JBLM-YTC**

##### **a. Arrival and Departure, Main Gate**

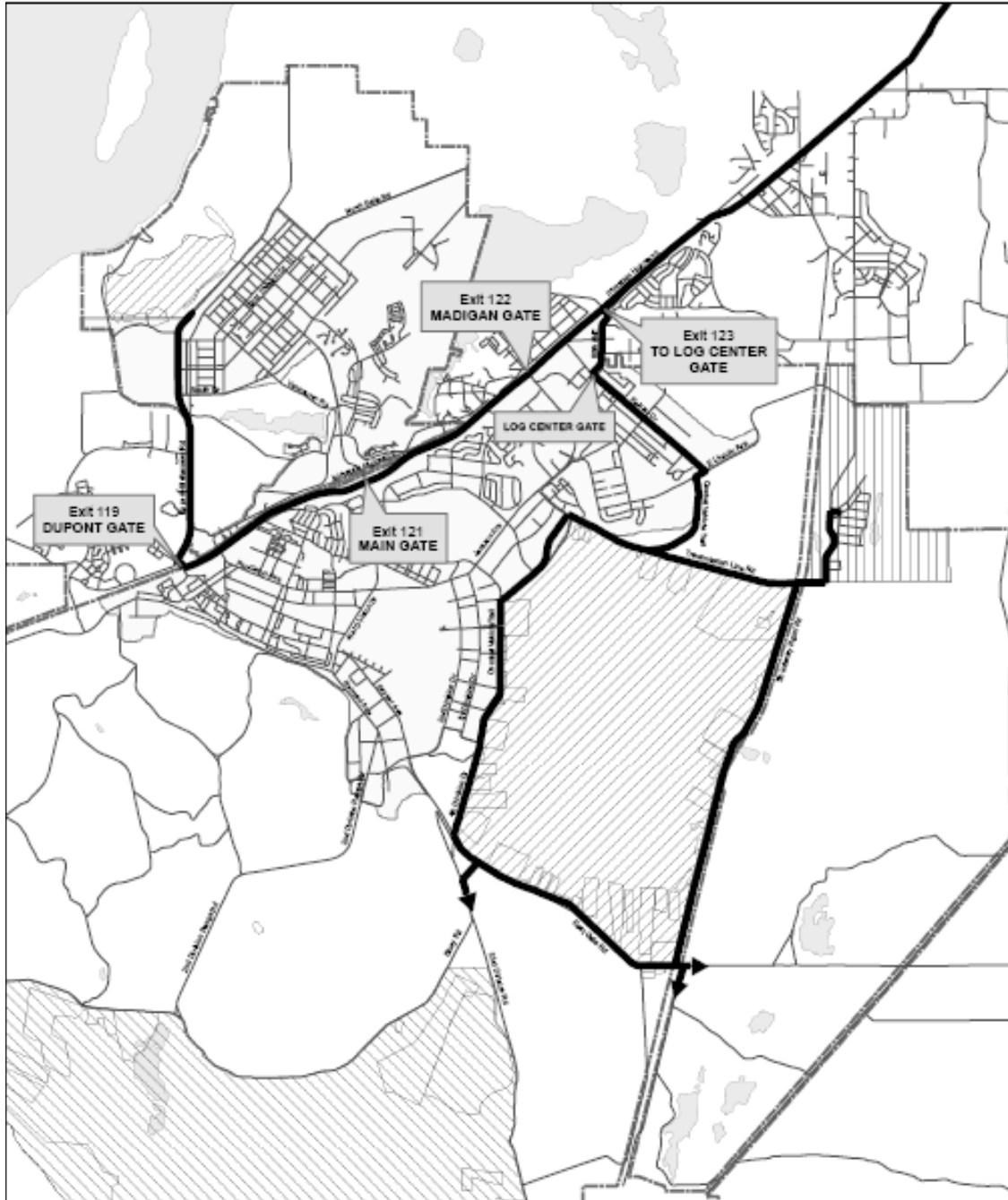
(1) All AE commercial carriers will use Exit 26 off of Interstate 82 and proceed to the Main Gate. Vehicles will be inspected and seals verified. Military Police will escort all commercial vehicles to the ASP truck inspection pad and then under escort proceed directly east on Cold Creek Road and turn south on ASP Road. The vehicles will enter the truck inspection pad from the south east corner and where they will be held waiting inspection by ASP staff and the cargo accepted. When departing JBLM-YTC from the ASP, vehicles will exit at the northeast corner of the vehicle inspection pad and proceed north on ASP Road. At the stop sign, vehicles will turn left and proceed directly west on Cold Creek Road through the gate back to Exit 26 and Interstate 82.

(2) Units with AE-laden military vehicles utilizing the northern training areas of JBLM-YTC, i.e. Badger Gap AHA, MPTR/DMPRC, should use Exit 11 off Interstate 82. Vehicles will travel the most direct route to their final destination. Units using southern training areas, i.e. Range 4, 5, 15, 24, 25, etc, should use Exit 26 off of Interstate 82. Once cleared at the main gate, vehicles will travel directly east on Cold creek and proceed to their designated training area.

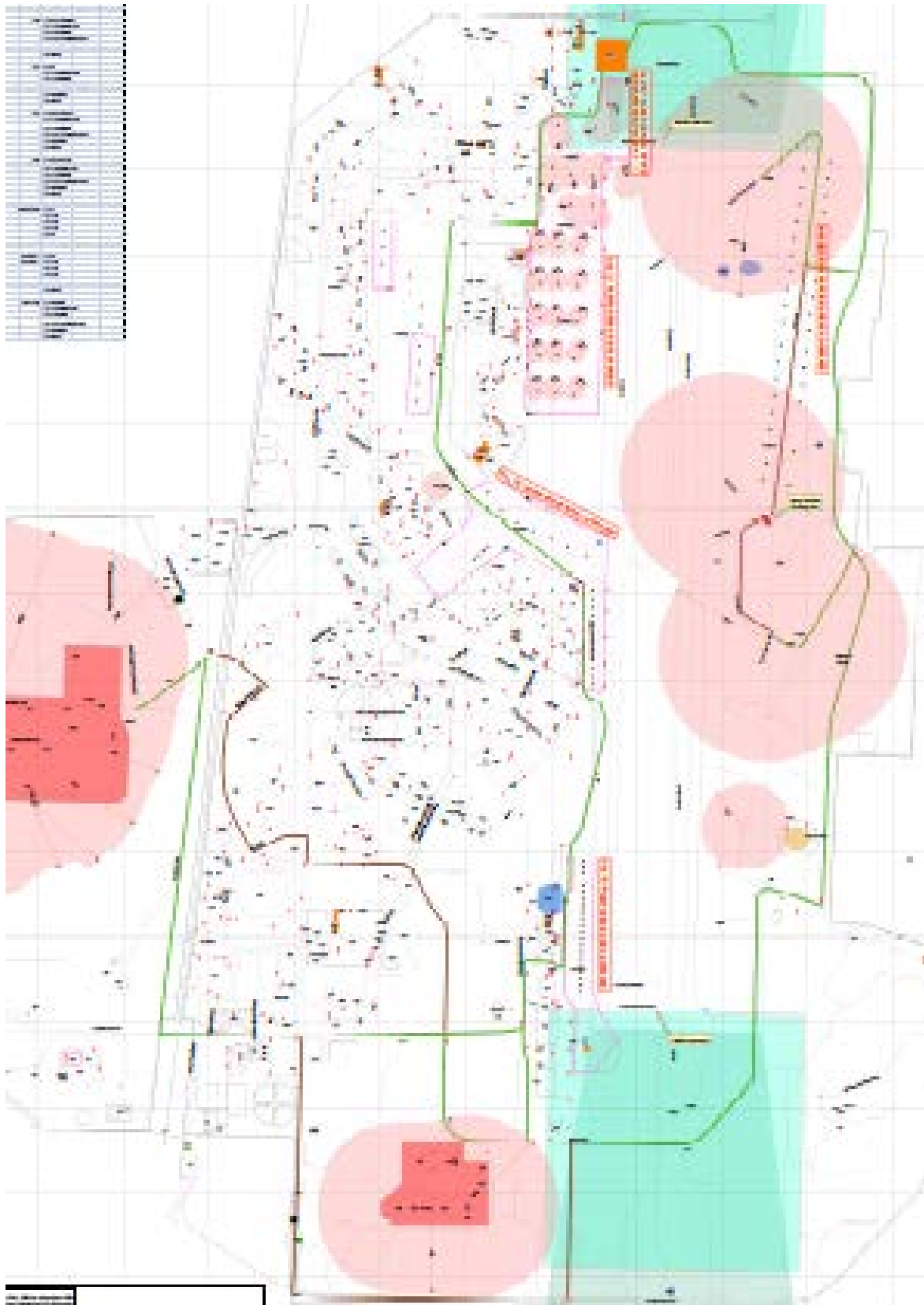
(3) AE movements to and from the ASP to ranges and training areas will be as follows: Vehicles uploaded at the ASP will travel north on ASP Road. At the stop sign, vehicles will turn right on Cold Creek road and travel east out to the designated training area. Vehicles departing the ranges for turn-in to the ASP will travel west on Cold Creek Road and turn south on ASP road.

(4) Safe movement and field storage of AE within the JBLM-YTC ranges and training areas is the responsibility of the training commander, but is subject to the authorities of JBLM and JBLM-YTC staff.

b. Exceptions. The JBLM-YTC Commander must approve any exceptions to AE movements at JBLM-YTC along other than the above routes. Exception requests will include a written assessment of hazards and controls, using risk management procedures in DA Pam 385-30.



**Figure H-1. AE Transportation Routes, JBLM Lewis Main and Lewis North**



**Figure H-2. AE Transportation Routes, JBLM McChord Field**





**The Primary Explosive Route from the 800-MSA to the West side of the airfield:**

All AE from off-base should be delivered to the 800- Munitions Storage Area (MSA), the Primary Explosive Route from off of the installation to the 800- MSA:

Enter at the Vehicle Inspection Point at the McChord Field South Gate; continue from the Vehicle Inspection Point onto East Lincoln Boulevard to Lincoln Boulevard SW, left at Lincoln Boulevard SW to Fairway Drive, right at Fairway Drive to 800-MSA access road just before getting to Colonel Joe Jackson Boulevard, continue on 800-MSA access road to 800-MSA.



**The primary explosive route from the 800-MSA to the 300-MSA:**

Right on Fairway Drive to Lincoln Boulevard SW, left on Lincoln Boulevard SW to Outer Drive, right at Outer Drive to 300-MSA.

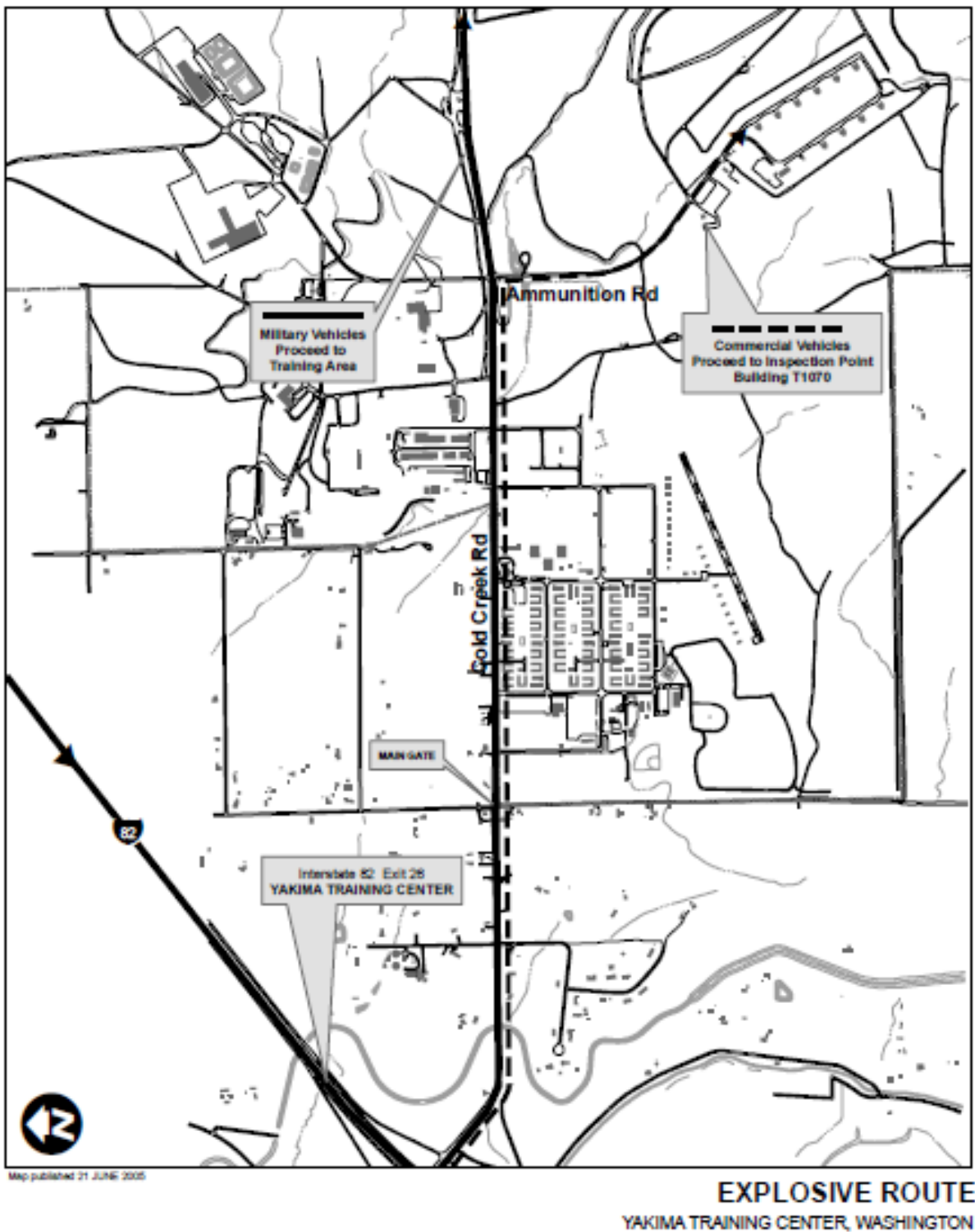


Figure H-3. AE Transportation Routes, JBLM Yakima Training Center

## Appendix I - Net Explosive Weight (NEW) by DODIC

DODIC	NOMENCLATURE	NEW
A002	CTG, 12 GAGE # 7 ½ SHOT	0.0257
A010	CTG, 10 GAGE BLANK	0.0273
A011	CTG, 12 GAGE # 00 BUCKSHOT	0.0038
A017	CTG, 12 GAGE # 9 SHOT	0.0038
A023	CTG, 12 GAGE 1 OZ SLUG	0.0055
A059	CTG, 5.56MM BALL M855 CLPD	0.0038
A062	CTG, 5.56MM BALL M855 LNKD	0.0038
A063	CTG, 5.56MM TR M856 SNGL RD	0.0036
A064	CTG, 5.56MM 4 BALL / 1 TR LNKD	0.0085
A065	CTG, 5.56MM BALL PLASTIC SNGL RD	0.0013
A066	CTG, 5.56MM BALL M193 SNGL RD	0.0041
A068	CTG, 5.56MM TR M196 SNGL RD	0.0046
A071	CTG, 5.56MM BALL M193 CLPD	0.0041
A075	CTG, 5.56MM BLANK M200 LNKD	0.0011
A080	CTG, 5.56MM BLANK M200 SNGL RD	0.0016
A086	CTG, CAL .22 LR BALL	0.0004
A102	CTG, 7.62MM BALL F/AK47 SNGL RD	0.0068
A111	CTG, 7.62MM BLANK LNKD	0.0025
A112	CTG, 7.62MM BLANK M82 SNGL RD	0.0028
A130	CTG, 7.62MM BALL M80 CLPD	0.0067
A131	CTG, 7.62MM 4 BALL / 1 TR LNKD	0.0079
A136	CTG, 7.62MM BALL M118 MATCH SNGL RD	0.0064
A143	CTG, 7.62MM BALL M80 LNKD	0.0071
A146	CTG, 7.62MM TR M62 LNKD	0.0066
A151	CTG, 7.62MM 4 BALL / 1 TR LNKD	0.0067
A181	CTG, CAL .30 CARBINE BALL M1 SNGL RD	0.0038
A182	CTG, CAL .30 CARBINE BALL M1 CLPD	0.0021
A191	CTG, CAL .30 MATCH SNGL RD	0.0095
A212	CTG, CAL .30 BALL M2 SNGL RD	0.0074
A218	CTG, CAL .30 4 BALL / 1 TR	0.0074
A254	CTG, 7.62MM TR FFV553	0.0039
A260	CTG, 9MM SUBSONIC 147 GRAIN JHP PROJ	0.0007
A358	CTG, 9MM TP-T F/SUBCAL AT-4 TRNR	0.0012
A363	CTG, 9MM BALL XM/M882	0.0009
A400	CTG, CAL .38 SPEC BALL M41 130 GRAIN	0.0007
A404	CTG, CAL .38 SPEC BALL WADCUTTER	0.0006
A475	CTG, CAL .45 BALL M1911	0.0008
A518	CTG, CAL .50 1 SLAP T / 4 SLAP	0.0420
A525	CTG, CAL .50 AP M2 SNGL RD AC	0.0339



A531	CTG, CAL .50 API M8 SNGL RD AC	0.0357
A532	CTG, CAL .50 API / API-T SNGL RD MG	0.0329
A539	CTG, CAL .50 4 API / 1 TR M17 AC	0.0435
A552	CTG, CAL .50 BALL M2/M33 SNGL RD AC	0.0340
A555	CTG, CAL .50 BALL M33 LNKD MG	0.0342
A557	CTG, CAL .50 4 BALL / 1 TR LNKD MG	0.0424
A576	CTG, CAL .50 API / API-T M20 LNKD AC	0.0360
A587	CTG, CAL .50 4 API / 1 API-T M20 AC	0.0383
A598	CTG, CAL .50 BLANK M1A1 LNKD	0.0069
A602	CTG, CAL .50 4 TP / 1 TP-T PLASTIC	0.0068
A606	CTG, CAL .50 API MK211-0 SNGL RD	0.0394
A607	CTG, CAL .50 4 API / 1 API-T M20	0.0394
AA02	CTG, 5.56MM 4 AP / 1 TR	0.0047
AA04	CTG, 7.62MM 4 AP / 1 TR	0.007
AA11	CTG, 7.62MM NATO SPEC BALL SNGL RD	0.0064
AA12	CTG, 9MM FX MKG RED	0.0001
AA21	CTG, 9MM FX MKG BLUE	0.0001
AA33	CTG, 5.56MM BALL M855	0.0039
AA49	CTG, 9MM BALL M882	0.0009
AA53	CTG, 5.56MM BALL SPEC MATCH LR	0.0036
AA62	CTG, 12 GAGE MK274-0 UVS EOD USE	0.0200
AA64	CTG, 12 GAGE MK276-0	0.0036

**Appendix J**  
**Monthly New Ammunition Inventory (sample)**

(OFFICE SYMBOL)

(DATE)

MEMORANDUM FOR Chief, JBLM ASA

SUBJECT: Monthly NEW Ammunition Inventory (MAY '05)

1. On 15 May 2005, a 100% inventory of Ammunition and Explosives items stored by the 707<sup>th</sup> Ordnance Company (EOD) was conducted.

2. The following Operational/Basic Load ammunition items were on-hand:

<u>DODIC</u>	<u>NOMENCLATURE</u>	<u>LOT NUMBER</u>	<u>QUANTITY</u>	<u>NEW</u>	<u>TOTAL NEW</u>
A017	CTG, 12 Gauge #9	WCC93J012-001	25 EA	0.023 6	0.59

3. No discrepancies between quantities inventoried and unit property book were found.

BILLY T. KID  
CPT, OD  
Commanding

## Appendix K

### DA Form 5515, Training Ammunition Control Document

1. This form is used to sub hand receipt training ammunition.
2. A copy of this form will be attached to each copy of the issue documents (DA Form 581) and retained at the unit.
3. It can be used to sub hand receipt the same ammunition two times. Additional 5515's is authorized.
4. All information for this form can be obtained from the DA Form 581 or DA Form 3151-R.

TRAINING AMMUNITION CONTROL DOCUMENT						1. Document NO. WK4K75 7266-0001-A		2. Page 1 OF 1		3. Document Serial NO. AA5515 0962146	
For use of this form, see AR 710-2 the proponent agency is DCSLOG											
SECTION A						SECTION B					
4. FROM  S-3 HHC 1/33 ARMOR (3RD BDE)		5. TO  2ND PLT HHC 1/33 ARMOR (3RD BDE)		6. DATE ISSUED 1 OCT 97		23. FROM		24. TO		25. DATE ISSUED	
				7. DATE TURNED-IN 6 OCT 97						26. DATE TURNED-IN	
8. ITEM	9. DODIC / NOMENCLATURE	10. LOT / SERIAL NO.	11. QTY ISSUED	12. QTY RESIDUE REQUIRED	13. QTY RESIDUE TURNED IN	14. QTY LIVE TURNED IN	27. QTY ISSUED	28. QTY RESI REQUIRED	29. QTY RESIDUE TURNED IN	30. QTY LIVE TURNED IN	
1	A059 5.56MM BALL	LC-81J005-143	3360	45.36 lbs							
2	A131 7.62MM 4+1	BN-87A001-544	3200	83.2 lbs	62 lbs	800					
3.	A363 9MM BALL	LC-89F006-005	1000	9 lbs	5.4 lbs	400					
15. ISSUED BY SGT FISHER TRN NCO		16. RECEIVED BY SGT SANDAVOL SQDLDR 2ND PLT				31. ISSUED BY		32. RECEIVED BY			
17. TURNED IN BY SGT SANDAVOL SQDLDR 2ND PLT		18. RECEIVED BY SGT FISHER TRN NCO				33. TURNED IN BY		34. RECEIVED BY			
Before issue soldier told to return all A&E and residue upon request. Failure to do so punishable under UCMJ		19. BRIEFED BY SGT SANDAVOL SQDLDR 2ND PLT				Before issue soldier told to return all A&E and residue upon request. Failure to do so punishable under UCMJ		35. BRIEFED BY			
Upon turn-in request soldiers told to return all A&E and residue upon request. Failure to do so punishable under UCMJ		20. BRIEFED BY SGT SANDAVOL SQDLDR 2ND PLT				Upon turn-in request soldiers told to return all A&E and residue upon request. Failure to do so punishable under UCMJ		36. BRIEFED BY			
All issued ammunition was accounted for either expended or turned in		21. VARIFIED BY SGT FISHER TRN NCO				All issued ammunition was accounted for either expended or turned in		37. VARIFIED BY			
The above ammunition was account for either expended or turned in		22. INSPECED BY DION OGLES, 1LT XO				The above ammunition was account for either expended or turned in		38. INSPECED BY			
REMARKS  AA581 - 0883155											

**Appendix L**  
**Request for Operational Load Memorandum (sample)**

(OFFICE SYMBOL)

(DATE)

MEMORANDUM FOR JBA Ammunition Management Office (IAMO)

SUBJECT: Request for Operational Load

1. Request the following ammunition be provided to support the 1/25 SBCT Expert Infantryman's Badge (EIB) training:

<u>DODIC</u>	<u>NOMENCLATURE</u>	<u>QTY</u>
CX01	AT-4, Expended	20
K139	Mine, M18A1, Claymore, Inert	20
G811	Grenade Body, Practice	100

2. Training will be conducted from 2 JUL 05 thru 30 SEP 05. The above items will be added to the unit property book.

3. POC this request is CPT Avenger, Assistant S-3, at 967-5555.

BILLY T. KID  
MAJ, OD  
BDE S-3 Officer

## **Glossary**

### **Section I Abbreviations**

<b>ABL</b>	Ammunition Basic Load
<b>AA&amp;E</b>	Arms, Ammunition and Explosives
<b>AE</b>	Ammunition and Explosives
<b>AMC</b>	Army Materiel Command
<b>ASA</b>	Ammunition Supply Activity
<b>ASCC</b>	Army Service Component Command
<b>ASP</b>	Ammunition Supply Point
<b>CALS</b>	Committee for Ammunition Logistics Support
<b>CAM</b>	Centralized Ammunition Management
<b>CONUS</b>	Continental United States
<b>CIIC</b>	Controlled Inventory Item Code
<b>DA</b>	Department of the Army
<b>DOD</b>	Department of Defense
<b>DODIC</b>	Department of Defense identification code
<b>DODSASP</b>	Department of Defense small arms serialization program
<b>DRB</b>	Division ready brigade
<b>DRCS</b>	Directorate of reserve component support
<b>EOD</b>	Explosive Ordnance Disposal
<b>FASP</b>	Field ammunition supply point
<b>AFOB</b>	AE Found on Base
<b>FORSCOM</b>	Forces Command
<b>FY</b>	Fiscal year
<b>HQDA</b>	Headquarters, department of the army
<b>JBAP</b>	Joint Base Amnesty Program
<b>JBC</b>	Joint Base Commander
<b>JBOC</b>	Joint Base Operations Center

<b>JBSO</b>	Joint Base Safety Office
<b>JBLM</b>	Joint Base Lewis-McChord
<b>LEWIS MAIN</b>	Joint Base Lewis-McChord-Lewis Main
<b>JBLM-MF</b>	Joint Base Lewis-McChord-McChord Field
<b>LEWIS NORTH</b>	Joint Base Lewis-McChord-Lewis North
<b>JBLM-YTC</b>	Joint Base Lewis-McChord-Yakima Training Center
<b>JBSO</b>	Joint base safety office
<b>JMC</b>	Joint Munitions Command
<b>MMC</b>	Materiel Management Center
<b>MSC</b>	Major Subordinate Command
<b>MTOE</b>	Modified Table of Organization and Equipment
<b>NCO</b>	Noncommissioned Officer
<b>OCONUS</b>	Outside Continental United States
<b>PMO</b>	Provost Marshal's Office
<b>ROTC</b>	Reserve Officer Training Corps
<b>SAAS</b>	Standard army ammunition system
<b>TAMIS</b>	Total Ammunition Management Information System
<b>USAR</b>	US Army Reserve

## **Section II - Terms**

This section contains no entries

## **Section III**

### **Special Abbreviations and Terms**

This section contains no entries