

1 April 2024

SAFETY  
**EXPLOSIVES SAFETY MANAGEMENT PROGRAM (ESMP)**

---

FOR THE COMMANDER:

OFFICIAL:

MARK E. GLASPELL  
COL, GS  
Chief of Staff

*Eyonda Monique Williams*  
Eyonda M. Williams  
Director, Garrison Human Resources

---

**History.** This regulation has minor revisions.

**Summary.** This publication establishes the Fort Leonard wood (FLW) Explosives Safety Management Program (ESMP). This program is a documented top-down management approach that specifies the explosives safety roles and responsibilities of each organization. The ESMP is documented in Army Regulation (AR) 385-10, Chapter 5, and DA Pam 385-64, Chapter 1.

**Applicability.** This regulation applies to all Active Component (AC) and Reserve Component (RC) Service members, training brigades (BDEs), and tenant organizations; directorates; civilians; dependents; contractors; local civilian agencies utilizing training areas; and other personnel assigned or attached to FLW.

**Proponent and execution authority.** The proponent of this regulation is the Maneuver Support Center of Excellence (MSCoE) Safety Office (SO).

**Supplementation.** Supplementation of this regulation is prohibited without prior approval by Headquarters (HQ), MSCoE. Exemptions from the provisions of this regulation may be requested from the MSCoE Senior Commander (SC).

**Suggested improvements.** Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to Commander, MSCoE (ATZT-ST), 261 East 19th Street, Building 1000, Suite 107, Fort Leonard Wood, MO 65473-8957.

**Distribution.** Electronic medium only and posted on FLW Web site.

---

\* This regulation supersedes FLW Reg 385-64, dated 4 June 2020.

<b>Table of Contents</b>	<b>Para</b>	<b>Page</b>
<b>Chapter 1. General</b>		1
Purpose.....	1-1	1
Reference and forms.....	1-2	1
Explanation of acronyms, abbreviations, and special terms.....	1-3	1
General responsibilities.....	1-4	1
Organizational responsibilities.....	1-5	3
<b>Chapter 2. Organization and Staffing</b>		11
Organization.....	2-1	11
Staffing.....	2-2	11
<b>Chapter 3. Contractors</b> .....		11
<b>Chapter 4. Tenant Organizations</b> .....		12
<b>Chapter 5. Facilities Conformance and Maintenance</b>		12
Requirements.....	5-1	12
Maintenance.....	5-2	12
<b>Chapter 6. Explosives Safety Site Plan (ESSP)</b> .....		13
ESSP approval and concurrence.....	6-1	13
Organizations responsible for ammunition and explosives site.....	6-2	13
USATCES submission.....	6-3	13
ESSP coordination.....	6-4	13
Records maintenance.....	6-5	13
Deviation Approval and Risk Acceptance Document (DARAD).....	6-6	13
<b>Chapter 7. Explosives Licensing</b> .....		14
<b>Chapter 8. Life –Cycle Testing, Demilitarization and Destruction</b> .....		16
Production and receipt.....	8-1	16
Inspection.....	8-2	13
AE Testing.....	8-3	16
AE Maintenance.....	8-4	17
Demilitarization and destruction.....	8-5	17
<b>Chapter 9. Transportation</b> .....		17
Personnel requirements.....	9-1	17
Packaging requirements.....	9-2	18
Loading requirements.....	9-3	18
Vehicle requirements.....	9-4	19
DD Form 626, Motor Vehicle Inspection (Transportation of HAZMAT)	9-5	19
Security restrictions.....	9-6	19
Routing.....	9-7	20
<b>Chapter 10. Ranges</b> .....		21
Range control.....	10-1	21
Organizational responsibilities.....	10-2	21
Research Development, Testing and Evaluation (RDT&E) .....	10-3	21
<b>Chapter 11. Accident Prevention</b> .....		21
Accident prevention.....	11-1	21
AE Recovery Program procedures.....	11-2	22
Amnesty Program.....	11-3	22
Ammunition Turn In.....	11-4	24
<b>Chapter 12. Emergency Response</b> .....		24

FLW Fire Department & Tenant Organization Relationship.....	12-1	24
Emergency response procedures.....	12-2	24
Accident investigation and AE malfunction/mishaps.....	12-3	25
<b>Chapter 13. Explosives Safety Issuances.....</b>		<b>25</b>
Purpose.....	13-1	25
Standard operating procedures (SOP).....	13-2	25
Risk management.....	13-3	25
Notice of Ammunition Reclassification (NAR) and Ammunition Information Notices (AIN).....	13-4	26
<b>Chapter 14. Inspections, Evaluations, Audits.....</b>		<b>26</b>
General requirements.....	14-1	26
Unit-level auditing.....	14-2	27
Explosives Safety Officer Audits.....	14-3	27
<b>Chapter 15. Training.....</b>		<b>27</b>
General training provisions.....	15-1	27
Local AE training course.....	15-2	28
The Annual Explosives Training Certification Board.....	15-3	28
Current board-assigned training.....	15-4	28
Certification Suspension.....	15-5	30
<b>Chapter 16. Records Management.....</b>		<b>30</b>
<b>Chapter 17. Real Property Master Planning.....</b>		<b>30</b>
<b>Appendix A. References and Forms.....</b>		<b>32</b>
<b>Appendix B. Arms Room Explosives License Points of Contact.....</b>		<b>33</b>
<b>Appendix C. Supplemental Guidance for Arms Room Ammunition Storage.....</b>		<b>34</b>
<b>Glossary.....</b>		<b>38</b>
<b>Summary of Changes .....</b>		<b>43</b>

## **Chapter 1 GENERAL**

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

This regulation establishes policies, procedures, and responsibilities for the implementation of the Army Explosives Safety Management Program (ESMP) IAW Army Regulation (AR) 385-10 at FLW, Missouri, and supplements existing regulatory requirements and information published in other references. It is not all-inclusive. This regulation complies with the requirements set forth in Defense Explosive Safety Regulation (DESR) 6055.09, Department of Defense Instruction (DODI) 6055.16, AR 385-10, DA Pam 385-64, Training and Doctrine Command (TRADOC) Regulation (Reg) 385-2, while establishing site-specific processes and responsibilities for all organizations and individuals involved in any explosives mission on FLW.

### **1-2. References and forms**

Required and related publications and prescribed and referenced forms are listed in appendix A.

### **1-3. Explanation of Acronyms, Abbreviations, and Special Terms**

The acronyms, abbreviations, and special terms used in this regulation are explained in the glossary.

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

#### **a. The Fort Leonard Wood (FLW) Senior Commander (SC)**

(1) SC is responsible for the direction of the master ESMP.

(2) The SC or designate will chair a certification board annually to ensure proper training has been conducted by all personnel assigned to ammunition and explosives related duties.

(3) SC will establish an overarching ESMP to include:

(a) Appoint a Safety & Occupational Health (SOH) Manager in writing as the POC for all aspects of Explosives Safety Management.

(b) Ensure that the Explosives Safety Officer is appointed on orders and has direct access to the SC in accordance with (IAW) AR 385-10, Chapter 5, and TRADOC Reg 385-2, Chapter 7.

(c) Retain the authority to authenticate acceptance of extremely high risk. All risk will be accepted IAW Table 4-1 DA Pam 385-30.

(d) Ensure that adequate training funds for explosives safety are programmed to meet the requirements in DA Pam 385-64, paragraph 1-8F.

(e) The SC or designate will chair a certification board annually to ensure proper training has been conducted by all personnel assigned to ammunition and explosives related duties.

#### **b. Commanders (CDRs) or directors (DIRs)**

(1) CDRs and DIRs of all organizations located on FLW with an ammunition and explosives (AE) mission will establish and implement a written unit ESMP that complies with AR 385-10, DA Pam 385-64, and this regulation and provide a copy to the MSCoE Safety Office (SO). Tenant ESMPs will include AE life cycle management from cradle to grave; all organizational standing operating procedures (SOP) will be included as appendixes in their respective ESMP.

(2) Every effort will be taken to remove excess, unwanted, unneeded, or unknown AE inventory from storage.

(3) Unit surveillance programs will be incorporated into their unit ESMP to ensure the safety of AE in storage.

c. Explosives Safety Council (ESC)

(1) To comply with AR 385-10, the MSCoE SC will ensure that a Local ESC meets semiannually to provide proper integration of AE responsibilities on the installation.

(2) All tenant organizations with an explosives safety mission shall participate as members of the ESC.

(3) Tenant organization participants shall be a representative of the command group of that organization, the G/S-4 and G/S-3.

(4) The ESC will familiarize tenant organizations with installation specific requirements for handling and storage of AE. The ESC will review the current ESMP and recommend changes to the SC based on the current situation/environment.

d. Explosives Safety Working Group (ESWG)—

(1) This regulation and the applicable charter establish and implements the FLW ESWG. The ESWG is organized as a standing working group to discuss and resolve technical explosives safety policy issues. The ESWG will give appropriate tenant organizations a voice in the formulation of technical explosives safety policy issues. The ESWG is chaired by the G-3 and will meet quarterly or at the call of the chairman.

(2) ESWG members are—

- Chair: G-3
- Explosives Safety Officer.
- MSCoE SO.
- MSCoE G-4.
- 763d EOD Company.
- Range Operations.
- Directorate of Plans, Training, Mobilization, and Security (DPTMS).
- Installation Ammunition Manager.
- S-3 and S-4, 1st EN BDE.
- S-3 and S-4, 3d CM BDE.
- S-3 and S-4, 14th MP BDE.
- Logistics Readiness Center (LRC).
- Quality Assurance Specialist Ammunition Surveillance (QASAS), LRC.

(3) The ESWG will conduct an annual review and document the review of the FLW explosive location map to monitor encroachment within explosives safety quantity-distance (ESQD) and to ensure that required explosives safety site plan (ESSP) submissions and explosives licenses are accomplished. The MSCoE SO will monitor the overall FLW explosives map and address any conflicts/deviations required to maintain the master plan.

(4) Any proposed changes of the ESMP will be reviewed by ESWG and adopted by the Executive Explosives Safety Council (EESC).

e. Explosives Training Certification Board—

(1) The MSCoE SC or designate will chair a certification board annually to ensure proper training has been conducted by all personnel assigned to ammunition and explosives related duties.

(2) Board will be comprised of the following –

(a) Directors/Chiefs of organizations performing AE operations

(b) MSCoE SO

(c) QASAS

(d) LRC Director

(e) The board is not limited to only those, it can be expanded due to SC concerns.

(3) The board is held at the installation level and will exist for the purpose to certify that E handlers are properly trained and equipped to perform their duties. The board will also review all AE infractions, suggest training, and recommend de-certifying or suspending AE activities to individuals or commands.

(4) Training requirements and respective positions, which require board certification, are detailed in Chapter 16 of this regulation.

### **1-5. Organizational Responsibilities**

a. USAG-FLW CDR will—

(1) Ensure that the Garrison Safety Manager is trained and actively supporting the MSCoE SO in management processes.

(2) Provide funds to train the Installation Management Command (IMCOM) safety staff in ESMP.

(3) Provide concurrence on ESSPs.

(4) The Garrison Commander or their designated official will license explosives storage for every location where explosives are stored.

b. Unit and organization CDRs will—

(1) Establish a written explosives safety SOP and provide a copy to the MSCoE SO.

(2) Appoint, in writing, a unit POC for AE safety.

(3) Conduct risk assessments of all ammunition operations and ensure that all hazard identified, and controls directed in ammunition information notices (AINs) and other safety messages are implemented.

(4) Ensure that all unit ammunition shipments comply with the requirements in Title 49, Code of Federal Regulations (CFR) (49 CFR); AR 385-10, paragraph 11-4; and DA Pam 385-64, paragraph 20-4.

(5) Establish and enforce a requirement to only unpack the amount of AE for immediate training needs. All packing materials and containers will be maintained. Unused AE will be repacked prior to transportation from the training area. There will be no loose or unpacked AE transported on any motor vehicle. Request approval for storage of operational load ammunition in their unit IAW this program.

(6) Ensure all leaders and Service members related to AE operations are trained on the FLW military munitions rule and the elements of the Amnesty Program. Ensure that personnel responsible for managing AE maintain current information on the type and location of the AE storage and provide this information to safety, firefighting, and security personnel. This will include ammunition that is approved for storage in specific unit arms rooms.

(7) Allow the unit to conduct ammunition operations and storage only in authorized areas. Authorized areas include ammunition issue points on ranges and areas with an explosives license. Licensed areas must have an approved SOP or local range regulation (see FLW Reg 385-6314) detailing operations authorized.

(8) Conduct audits/surveys to assess ESMP compliance with AR 385-10, Chapter 5, and to assess compliance of AE activities with DA Pam 385-64, including tracking and follow-up of required corrective actions.

c. Directorate of Public Works (DPW) will—

(1) Complete LPS technical inspections, upon request from using organization, and maintain a record of the test and maintenance results for six cycles, documenting that the LPS inspections meet standards in DA Pam 385-64, paragraph 17-29.

(2) Provide repair of identified hazards.

(3) Provide the Explosives Safety Officer with a copy of the inspection results and any corrective actions performed.

(4) Ensure the Installation Master Planner advises the FLW SO of any proposed construction plans or considerations in the established installation explosives safety arcs.

(5) Ensure that real property master planning (RPMP) is a continual, collaborative, and integrated process—primarily performed at the FLW level and reflective of mission requirements. In order to maintain this process, it is imperative that all FLW tenants' staff all their projected changes with the ESWG and the Real Property Planning Board (RPPB) to ensure that all new construction is properly sited according to explosives safety standards.

(6) Ensure that any real property known or suspected to contain munitions and explosives of concern (MEC), unexploded ordnance (UXO), or chemical warfare material (CWM) will be staffed with the ESWG and the RPPB to ensure that all new construction is properly sited according to explosives safety standards.

d. G-3 will—

(1) Provide oversight for training activities and ammunition availability to ensure "just-in-time" ammunition deliveries.

(2) Provide oversight for ammunition forecasts and ammunition draws.

(3) Provide support for the ammunition handler's certification process.

(4) Chair the Explosive Safety Working Group (ESWG) meetings.

e. MSCoE SO will—

(1) Ensure that funds are programmed for training personnel with AE safety responsibility.

(2) Support the following ESMP elements:

(a) Serve as the command POC for all safety-related AE actions for the installation. Coordinate, as required, with the staff element of a using unit in the preparation of ESSPs and explosives licenses that are being submitted explosives operations and facilities.

(b) Ensure that all explosives exposures to military and civilians are indicated on the ESSPs.

(c) Review the risk assessment and coordinate, as required, with the staff element that submitted risk acceptance documents for approval.

(d) Provide safety staff for inspections of unit AE storage areas during required inspections to include review of explosives licenses; conduct inspections (at least annually) of all AE storage areas to include explosives licenses.

(e) Monitor unit ammunition uploads and other activities involving transportation and storage of ammunition to ensure compliance with laws, regulations, and policies. This includes inspecting unit ammunition shipments.

(f) Coordinate explosives safety program requirements with unit CDRs and staff. Assist tenant units and site CDRs regarding ESMP requirements.

(g) Review quantity-distance (Q-D) compliance by net explosive weight (NEW) or planned facilities on existing AE sites, review Q-D compliance by NEW or planned field locations in coordination with Range Operations staff.

(h) Review SOPs, waivers, exemptions, and risk acceptance documents.

(i) Advise each new CDR of existing risk acceptance documents and the impact on the mission.

(j) Monitor training exercises to ensure that field sites used by training units for field storage of ammunition comply with Range Operations field storage procedures.

(k) Review the installation explosives location map annually to ensure that the routes and sites support the mission of FLW.

(l) Monitor all installation AE operations for compliance with explosives safety standards.

(m) Ensure that knowledgeable and qualified safety staff review ESSPs, safety submissions, and facilities designs before submission to HQ, TRADOC.



(n) Assist units in determining Q-D requirements with assistance from Ammunition Supply Point (ASP) personnel and QASAS.

(o) Evaluate and make recommendations for approval of requests for explosives safety waivers and exemptions.

(p) Review explosives safety actions before forwarding to HQ, TRADOC (ATCS-S), to ensure that operational needs and safety implications are clearly defined and projected requirements are stated.

(q) Inspect ASP facilities and operations for hazards IAW AR 385-10, paragraph 17-6. MSCoE SO staff have the authority to inspect any facility at any time on FLW.

(r) Review QASAS magazine inspection reports, and track abatement actions for explosives safety deficiencies.

(s) Maintain a list of all ammunition storage area requirements, and the records of annual inspections.

(t) Ensure that a current list of all FLW ammunition storage sites is provided to the FLW Fire Department (FD), QASAS, Provost Marshal's Office (PMO), and Physical Security Office (PSO).

(u) Review SOPs, waivers, exemptions, and risk acceptance documents.

(v) Ensure that AE safety training as required by this regulation is established for each responsible individual training plan that has AE responsibility.

(w) Participate in the installation master planning process and review the installation master plan annually to ensure that construction is not planned inside explosives safety arcs. When construction not related to ammunition operations is required within explosives safety arcs, the ESSP and explosives licenses will be updated and approved at the appropriate level.

(x) Serve as the central repository for all explosives documentation and recordkeeping.

f. Explosives Safety Officer (ESO) will—

(1) Support the following AE safety program elements:

(a) Serve as the action officer, supporting the MSCoE SO, as the POC for safety-related AE actions.

(b) Assist site owner in generating ESSPs and coordinating with staff elements of the DPTMS, LRC, and Directorate of Public Works (DPW) in the preparation of ESSPs and explosives licenses. Maintain the master files for all explosives licenses.

(c) Ensure that all explosives exposures to military and civilians are indicated on the ESSPs.

(d) Coordinate, as required, with tenant organizations, directorates, and staff elements submitting risk acceptance documents.

(e) Maintain a list of all ammunition storage areas, the authorized NEW by hazard division (HD)/class and the records of annual inspections. Ensure that the lists of all FLW ammunition storage sites are provided to the FLW FD, QASAS, PMO, and PSO.

(f) Monitor ammunition uploads and other activities involving transportation and storage of

ammunition in other than authorized and licensed storage areas to ensure that pertinent requirements are met.

(2) Coordinate explosives safety program requirements with the MSCoE SO.

(3) Review the QASAS magazine inspection reports.

(4) Review Q-D compliance of NEW or planned facilities that may affect listing AE sites.

(5) Ensure that AE training requirements in DA Pam 385-64, paragraph 1-8, are identified and entered into individual training plans for those individuals with AE responsibilities as part of the annual Explosives Training Certification Board.

(6) Participate in the installation master planning process, and review annually the installation master plan to ensure construction is not planned inside explosives safety arcs. When construction not related to ammunition operations is required within explosives safety arcs, the ESSPs and explosives licenses will be updated and approved at the appropriate level.

(7) Ensure procedures are developed and in place for—

(a) Posting of fire and chemical (CM) hazard symbols, current with actual AE stored at a particular location to include the unit arms rooms that have ammunition storage approval.

(b) Ensuring that personnel responsible for managing AE maintain current information on the type and location of AE storage and provide this information to safety, firefighting, and security personnel. This will include ammunition approved for storage in specific unit arms rooms.

(c) Developing command and staff briefings, as necessary, to keep the MSCoE SO informed of explosives safety requirements, issues, and the status of the CDR's ESMP.

(8) Keep inspection and test reports of lightning protection system (LPS) on file for the last six inspection cycles (12 years) IAW DA Pam 385-64, paragraph 17-29.

(9) Review and validate annually (as the competent and qualified person) all explosives licenses and approve them.

(a) Forward the license to the Garrison Safety Office for review and staffing to the designated official for approval.

(b) Explosive licenses will be reviewed at 12-month intervals for compliance and encroachment issues. This review will include an on-site inspection of the area by a competent individual. Documentation of the review will be maintained at the Garrison Safety Office.

(c) Explosives licenses are issued to all facilities storing ammunition or explosives and have no expiration date. License must be reviewed and validated at 12-month intervals.

g. Directorate of Emergency Services (DES) will—

(1) Ensure that the Installation Fire Prevention Program encompasses AE hazards.

(2) Ensure that firefighters are trained on the hazards of different hazard classes of AE.

(3) Ensure that firefighters are briefed and trained on the location of the AE at the installation.

(4) Ensure that the Chief, Fire and Emergency Services, devises a system that will ensure all responding firefighting personnel and vehicles have access to potential explosives site (PES) locations and know the hazards at the location to include all areas with approved ammunition licenses.

(5) Ensure that trained responding personnel use programs to assist in mitigating hazards to both personnel and equipment that firefighters receive training on the hazards of the newer composite materials that may be involved in fires either starting from ammunition incidents or encompassing fire that may include Army equipment.

(6) Establish physical security and provide support in meeting standards for operational loads of ammunition.

(7) Ensure that vehicles transporting explosives follow established explosives routing.

(8) The Logistics Readiness Center (LRC) will—

(a) Provide funds for training personnel with AE safety responsibility within LRC.

(b) Enforce portions of AR 385-10 that pertain to ammunition management career program (AMCP) employees and operations IAW Army Materiel Command (AMC), through internal/external SOPs synchronized with this regulation.

(c) The LRC will serve as the primary point of contact (POC) for the AE surveillance program on FLW.

(d) LRC will coordinate inspection and maintenance of all LPS at the ASP and ammunition holding area (AHA).

(e) Request updated ESSPs when new facilities, updating of facilities or changes in operations are made at the ASP.

(f) Ensure that the ASP accountable officer will—

(1) Review all AE items stored in the ASP to ensure that storage items do not exceed the explosives license approved for that facility.

(2) Verify the hazard designation for each storage facility within the ASP; upon change of hazard designation, immediately provide/inform the FLW FD, QASAS, PSO, and PMO of the fire hazard symbol change and location of facility (bunker/igloo/magazine number).

(3) Provide notification to the SO when there is a need for a change in explosives license of ASP storage facilities.

(4) Participate in AE safety inspections, when requested.

(5) Provide an updated copy of the ASP storage facilities map with the fire hazards when facility storage items change to Chief, Fire and Emergency Services, DES, with the fire hazards when facility storage items are changed.

(6) Notify the QASAS upon receiving a unit's request to draw ammunition for other than training purposes.

(g) Ensure that QASAS will—

(1) Assist the MSCoE SO in developing explosives licenses and ESSPs and submit through TRADOC and the U.S. Army Technical Center for Explosives Safety (USATCES) to Department of Defense Explosives Safety Board (DDESB) for approval.

(2) Review any explosives safety risk acceptance documentation for correct ESQD application.

(3) Review designs for explosives storage, surveillance, and maintenance for compliance with explosives safety standards.

(4) Conduct safety inspections of AE handling, storage, use, maintenance, and disposal areas. A copy of these inspections will be furnished to the FLW SO.

(5) Monitor ammunition uploads and other activities that involve the transportation and storage of ammunition in other than licensed storage areas to ensure that pertinent requirements are met.

(6) Review Q-D compliance of existing and planned facilities, both prior to and after construction.

(7) Assist in the installation master planning process and review annually the installation master plan to ensure that construction is not planned inside explosives safety clear zones.

(8) Monitor operations involving AE ranges to ensure that units understand and comply with the explosives safety standards.

(9) Monitor and evaluate explosives activities, including arms room storage and handling of ammunition.

(10) Advise CDRs in AE transportation.

(11) Ensure integration of risk management into AE storage and surveillance SOPs.

(12) Participate in planning for contingencies that involves ammunition.

(13) Provide membership for the annual Explosives Training Certification Board.

(h) Ensure that the ASP Accountable Officer or ASP Manager will—

(1) Ensure ASP operations and facilities are IAW the provisions of DA Pam 385-64, Chapter 3; DA Pam 385-65, paragraph 2-8; and DA Pam 385-30, paragraph 4-6.

(2) Develop, implement, and enforce SOPs for all aspects of AE handling, to include customer procedures for ASP transactions. Provide a copy of the ASP external SOP to units with an ammunition mission.

(3) Maintain a complete inventory by ASP storage facility, showing Department of Defense Identification Code (DODIC), nomenclature, quantity, storage compatibility groups, and total NEW.

(4) Maintain a current copy of the ASP ESSP and explosives license.

(5) Maintain a copy of the latest LPS inspection report furnished by the Installation Lightning Protection Engineer.

(6) Maintain a copy of work orders submitted for corrections of safety deficiencies.

(7) Review all AE items stored in the FLW ASP storage facilities to ensure that storage items do

not exceed the explosives license that has been approved for that facility.

(8) Verify the hazard designation for each ASP storage facility, and, upon change of hazard designation immediately inform the DES, QASAS, and MSCoE SO of the fire hazard symbol change and location of facility.

(9) Provide notification to the MSCoE SO and the QASAS personnel when there is a need for any change in explosives license, or when a unit requests to draw ammunition for other than training purposes.

(10) Ensure that all ammunition workers are properly trained, with applicable certifications; training records and certificates will be maintained on file at the ASP.

h. 763d EOD Company will—

(1) Support the FLW ESMP.

(2) Maintain appropriate records and unit reaction team Army magazines (ARMAGS) and housekeeping of assigned ammunition storage areas at the ASP.

(a) Assist the QASAS and Range Operations with handling misfired munitions during range operations.

(b) Provide support to Range Operations when UXO is discovered and implement established procedures for proper disposal of UXO.

(c) Support the installation by providing UXO training, both for the military and the surrounding civilian communities, as mission load dictates.

(d) Maintain appropriate disposal records for all UXO/explosives operations, and send a copy of all activity reports to the MSCoE SO.

(e) Establish internal/external SOPs to identify Explosive Ordnance Disposal (EOD) processes, synchronized with this regulation.

i. DPTMS will—

(1) Budget for funds to train DPTMS employees with AE safety responsibilities.

(2) Ensure that the Range Operations Officer will provide the installation with AE safety support in the following areas:

(a) Provide updated AE safety information through SOPs, range briefings, and range certification training.

(b) Maintain ranges and restricted areas with signage identifying known hazards IAW DA Pam 385-63.

(c) Provide the requesting organizations with historical records on ranges and explosive areas.

(d) Develop and maintain a comprehensive range operations regulation (see FLW Reg 210-14) for FLW ranges.

(e) Assist CDR and staff with safety concerns associated with real property containing, or suspected of containing, UXO.

(f) Notify DES, MSCoE SO, and QASAS of AE mishaps and malfunctions and participate on the live-fire incident review board as requested.

(g) DPTMS will coordinate all lightning protection areas on ranges.

(h) Coordinate all requests for waivers associated with ranges and training activities involving AE through FLW SO and QASAS.

(i) Ensure that the DPTMS Ammunition Manager will provide AE safety support in the following areas:

(j) Coordinate training activities and ammunition availability to ensure "just in time" ammunition deliveries.

(k) Approve ammunition forecasts and ammunition draws.

(l) Provide support for the Installation Ammunition Handler Certification Course in conjunction with the LRC, QASAS, and FLW SO.

(m) Provide membership for the annual Explosives Training Certification Board.

## **Chapter 2**

### **ORGANIZATION AND STAFFING**

#### **2-1. Organization**

a. The SC has designated the MSCoE SO, in compliance with federal safety requirements, to direct and synchronize garrison and mission safety programs and initiatives. The MSCoE SO has a direct line of communication with the SC and establishes communication and reporting between additional duties staffs related to explosives safety missions.

b. The MSCoE SO will direct and synchronize the ESMP on FLW.

c. The MSCoE SO staff is aligned to support BDE elements and tenant organizations and will represent those organizations in issues related to ESMP.

#### **2-2. Staffing**

a. An effective ESMP requires an organizational structure that implements the established standards as well as any other requirements to reduce accidental risk to resources. While each command must organize their ESMP to suit the requirements of that command, each organization must meet the requirements of this regulation.

b. The MSCoE SO will be staffed appropriately to manage the FLW, ESMP.

c. Each brigade, battalion, and company will appoint an ammunition officer or noncommissioned officer (NCO) to manage their ESMP IAW this regulation.

d. The requiring activity safety staff will review all contracts for safety requirements.

## **Chapter 3**

### **CONTRACTORS**

a. All contracts which require contractors to use explosives will include Defense Federal Acquisition

Regulation Supplement (DFARS), clause 223.370—which requires the use of Department of Defense (DoD) 4145.26-M. This clause cannot be removed without authorization of the MSCoE SO. The requiring activity safety staff will review all contracts for safety requirements. Besides the DFARS clause, all contracts that require contractors to use explosives on FLW will stipulate compliance with explosives safety requirements, accident reporting provisions, and the development of an ESMP as required by AR 385-10 and DA Pam 385-64. For operations administrated by the Defense Contract Management Agency (DCMA) on FLW, the DCMA safety representative will coordinate issues with the MSCoE SO.

b. For operations administrated by the DCMA on FLW, the DCMA safety representative will coordinate issues with the MSCoE SO.

c. Contractors providing supplemental support will operate IAW the host organization ESMP.

## **Chapter 4 TENANT ORGANIZATIONS**

a. All tenant organizations with an AE mission on FLW will have a detailed explosives safety SOP tailored to their mission which addresses the requirements stated in para. 1-4 of AR 385-10 and DA Pam 385-64 and synchronized with this regulation.

b. A copy of each tenant organization's SOP will be provided to the MSCoE SO. Each tenant will have a documented agreement, memorandum of agreement (MOA), memorandum of understanding (MOU), or lease with the SC related to explosives safety and ESMP.

*Any unique or unusual explosives operation which is not covered by DA Pam 385-64 will be documented in the agreement and brought to the attention of the MSCoE SO.*

## **Chapter 5 FACILITIES CONFORMANCE AND MAINTENANCE**

### **5-1. Conformance**

a. Organizations are responsible to ensure that facility construction meets requirements of approved ESSPs IAW DA Pam 385-64, Chapter 4.

b. Qualified engineer personnel will verify the structure composition of AE storage facilities IAW AR 190-11. Statements will be prepared on DA Form 4604 (Security Construction Statement). DA Form 4604 will be posted to an interior wall and are valid for 5 years.

c. Organizations are also responsible for conducting inspections of their facilities to ensure continued compliance with the approved ESSP and this regulation. Organizations are responsible for submitting work orders for facility non-conformances.

d. The Explosives Safety Officer will review and directly coordinate with DPW to complete work orders pertaining to explosives safety for work completion.

**5-2. Maintenance** All organizations will have a program to address facility maintenance. Each program will:

a. Ensure that facility maintenance plans and schedules are in place for explosives related and supporting structures, including documentation of past inspections and testing.

b. Ensure that action plans are in place for identifying, funding, and correcting facility deficiencies

(for example, repair, replacement, and modification).

c. Ensure work orders are submitted to DPW annually to conduct periodic inspections and that trend analysis is conducted on lightning protection systems (LPS). LPS testing will be conducted every 2 years. See DA Pam 385-64, Chapter 17, section IV.

d. Ensure that specialized training and certification are provided to maintain explosives facilities. Training will be verified through the Explosives Training Certification Board.

## **Chapter 6 EXPLOSIVES SAFETY SITE PLAN (ESSP)**

### **6-1. ESSP Approval and Concurrence**

All locations that store AE on FLW in amounts exceeding limited quantities listed in DA Pam 385-64 must have a DDESB-approved ESSP. All FLW ESSPs will have the concurrence of the MSCoE SO or the SC.

a. The primary POC for ESSP is the Explosives Safety Officer

b. The Explosives Safety Officer is responsible for submission of ESSPs/toxic CM safety site plans IAW DA Pam 385-65.

c. The Explosives Safety Officer—in coordination with Installation Master Planner and DPW; DPTMS; QASAS and LRC; FLWFD; PMO and PSO; and environmental agencies—will develop ESSPs/CM safety site plans.

### **6-2. Organization Responsible for AE Site**

All ESSPs for submission will be signed by the head of the organization responsible for day-to-day management of the sited operations. Prior to submission to the SC, coordination will be completed with DPW master planners.

### **6-3. USATCES Submission**

All completed ESSP's which are approved by the SC will be submitted to USATCES for review to be submitted to the DDESB for approval.

### **6-4. ESSP Coordination**

Coordination with the MSCoE SO during development of the ESSP will expedite the process. ESSPs that include protective construction designs to reduce Q-D requirements or for personnel protection will have engineering designs coordinated with and approved by the U.S. Army Engineering and Support Office, Huntsville, Alabama, or the Naval Facilities (NAVFAC) Engineering and Expeditionary Warfare Center (EXWC), Port Hueneme, California, prior to submission to DPW master planners.

### **6-5. Records Maintenance**

Both the organization having the AE mission and the MSCoE SO will retain official documentation of the approved ESSP. The Explosives Safety Officer will be responsible for maintaining a complete database of all ESSPs on FLW. DPW master planners will maintain a copy of the approved ESSP for master planning purposes.

### **6-6. Deviation Approval and Risk Acceptance Document (DARAD)**



If an AE storage site is unable to meet ESQD, or violates other compliances, the organization will complete a DA Form 7632 (DARAD).

- a. DARADs to be submitted to USATCES to supplement an ESSP or as a stand-alone storage site, such as a GOLAN or ARMAG.
- b. Risk approval authority will be IAW DA Pam 385-30, Table 4-1.
- c. DARADs will be accompanied with a cover letter/Executive Summary which details the following:
  - (1) Site details.
  - (2) Risk level.
  - (3) Standards which the site specifically violates.
  - (4) Controls in place to mitigate the violations.

## **Chapter 7**

### **EXPLOSIVES STORAGE LICENSE**

#### a. Requirements.

(1) All facilities that store or temporarily hold ammunition or explosives on FLW must have an Explosives Storage License (see Appendix B & C for points of contact and guidance).

(2) Any facility which stores or temporarily holds ammunition with a Hazard Class/Division (HC/D) of 1.3 or greater beyond quantities specified in Appendix C-10 a. must have a DDESB approved ESSP or an approved DARAD.

(3) Each organization, including tenants and contractors, will complete an Explosives Storage License request and submit to the Explosives Safety Office.

(4) Each organization must maintain a copy of the Explosives Storage License at their storage Location. The Explosives Safety Officer or designated safety representative will review the Explosives Storage License at least annually against the ESSP (if required) or against materials stored to ensure that the Explosive Storage Licensed quantities are not exceeded and are still required. The risk assessment and SOP will be reviewed annually as well.

(5) The Explosives Safety Officer or designated safety representative will sign block 17 "Review (Continued) Periodic Inspection" of the Explosive Storage License. Only limited quantities may be stored in arms rooms. (See explanation of limited quantities as defined in the glossary and in Appendix C.)

(6) Technical issues will be addressed by the FLW SO with affected organizations.

#### b. The Garrison Commander's designated Safety Office will—

(1) Develop and manage the installation Explosives Storage License Program.

(2) Review License requests when submitted by operating/using units.

(3) Request that operating/using units initiate the license process when it becomes aware of the presence of ammunition in an unlicensed location.

(4) Provide the final staff concurrence sign-off prior to forwarding to the designated official for approval.

c. Mission or unit commanders' safety office will-

(1) Develop a license based upon mission requirements.

(2) Coordinate with installation elements (physical security, fire protective services, ammunition surveillance) to determine appropriateness of proposed sites, operating procedures, and limitations.

(3) Prepare a risk assessment to support each license not supported by a DDESB-approved explosive safety site plan. The risk assessment will be submitted with the license for consideration by the approval official. Documentation of the risk assessment will be part of the license and maintained with all the copies of the license.

(4) Forward the license to the Garrison Safety Office for review and staffing to the designated official for approval.

(a) Organizations requiring AE storage capabilities will prepare a request memorandum and submit it to the Explosives Safety Officer.

(b) The Explosives Safety Officer will determine if an ESSP is required. If it is required, then it must be completed and approved prior to the explosives license approval.

(c) The Explosives Safety Officer will return the request if approved or state reason(s) for denial. If the request is approved, the requesting organization will also complete a DD Form 2977 (Deliberate Risk Assessment Worksheet [DRAW]), approved by battalion commander (LTC/O5) Ensure AE ESMP procedures are adopted as either part of their organizational safety SOP or as a stand-alone SOP.

(d) Organizations will coordinate for inspections from the following supporting agencies (FLW FD, Fire Inspections Branch, (573) 596-7176, QASAS, Building 1418, (573) 596-8032, PSO, Building 1000, (573) 596-0597.

(e) All Inspection checklists that pertain to explosives, AE, Arms, Ammunition and Explosives (AA&E) and Arms rooms will be reviewed by the FLW Explosive Safety Officer for content.

(f) Submit the completed packet including the original request, DD Form 2977, SOP, and support organization inspections to the Explosives Safety Officer for review.

(g) Once reviewed & approved by the MSCoE SO, license will be signed by the Explosive Safety Officer.

(h) Licenses are reviewed annually by the MSCoE SO.

## Chapter 8

### LIFE-CYCLE TESTING, DEMILITARIZATION AND DESTRUCTION

#### 8-1. Production and Receipt

- a. AE is not produced on FLW, nor is there any plan pending to make production an option.
- b. AE produced at authorized manufacturers is received at the FLW ASP through commercial shipments.

- c. All other AE assets are prohibited from receipt on FLW with two exceptions:

(1) Commercial off-the-shelf small arms ammunition may be utilized at morale, welfare, and recreation (MWR) ranges in conjunction with personally owned weapons. At no point may Army-procured ammunition be utilized with personal weapons.

(2) Units that did not forecast their AE for FLW may arrange for delivery of these assets. Asset receipt will be coordinated by the receiving unit at a location designated by the ASP. Shipments will receive a vehicle and damage-in-transit (DIT) inspection from ASP personnel.

#### 8-2. Inspection

- a. All personnel have a responsibility for visually inspecting their material prior to use. Units will contact QASAS for material that has any substandard appearance.

b. All military munitions deliveries will be verified for valid cyclic inspections or scheduled for inspection by the LRC Ammunition Surveillance Section. Inspections will be conducted by Surveillance personnel. These inspections (see glossary for definition) include, but are not limited to:

(1) DIT inspections.

(2) Receipt inspections (RI).

(3) PI.

c. Non-Other Regulated Materials for Domestic (ORM-D) material inspections at the ASP will include a verification of suspended or restricted status, propellant stability, shelf-life, and cyclic (PI/RI) inspection status. Material falling outside of accepted criteria will be prevented from further issue and use.

- d. The QASAS will assure records of AE status are maintained in the Munitions History Program (MHP).

#### 8-3. AE Testing

- a. Testing of AE will only occur at the request of the Joint Munitions Command.

b. Testing will require an approved SOP, requiring concurrence from MSCoE SO, FLW FD, QASAS, and Range Operations. The SOP will be approved by the organization CDR of the personnel conducting the test.

- c. Requests requiring support from FLW personnel beyond the QASAS will require approval and tasking by an operations order (OPORD).

#### **8-4. AE Maintenance**

- a. All maintenance on AE will have an approved SOP prior to execution. SOP will be formatted and staffed IAW with applicable Army Materiel Command Regulation.
- b. Approval authority will be the LRC DIR for internal maintenance conducted at the ASP. Approval authority will be the MSCoE SO for maintenance conducted outside the ASP.
- c. All maintenance SOPs or SOPs with internal maintenance operations will be staffed for concurrence at a minimum by the SO and Industrial Hygiene Office.

#### **8-5. Demilitarizing and Destruction**

- a. Demilitarization or destruction of AE and propellants will be accomplished by reclamation of open burning (OB)/open detonation (OD), incineration, or other approved methods.
- b. The 763d EOD Company is designated as the SC's representative for demilitarization and disposal of AE on FLW.
- c. The 763d EOD Company will maintain permits for any authorized OB/OD demilitarization ranges. The 763d EOD Company will ensure compliance for either their or other organizational use of OB/OD demilitarization ranges.
- d. Any organization on FLW conducting demilitarization or destruction will have current SOPs in place. Safety managers for these organizations will periodically monitor AE disposal and demilitarization activities.

### **Chapter 9 TRANSPORTATION**

#### **9-1. Personnel Requirements**

- a. Military and DA/DoD drivers of vehicles transporting AE must have two drivers when operating outside of installation-controlled boundaries.
- b. Drivers must have a valid state driver's license; any state is acceptable.
- c. Military and DA/DoD drivers must be trained, tested, and licensed IAW AR 600-55 and have a valid military driver's license (Optional Form [OF] 346 [U.S Government Motor Vehicle Operator's Qualification Card] or DA Form 5984-E [Operators Permit Record]) for the type of vehicle being used for transport. DA/DoD Civilian drivers must have a commercial driver's license, (CDL) with hazardous material (HAZMAT) endorsement when transporting hazardous materials outside installation boundaries.
- d. All Civilian drivers must have a medical examiner certification.
- e. IAW Defense Transportation Regulation (DTR) 4500.9-R, HAZMAT/ammo training must have been within the past 2 years.
- f. Military and DA/DoD drivers must have proof of HAZMAT training annotated on one of the following: OF 346, DA Form 348 (Equipment Operator's Qualification Record), DA Form 5984-E, or CDL along with completion date. Date of issue will be considered the endorsement date if endorsement dates are not listed independently. Certificates are tools for commands to use in training their personnel and are not acceptable as endorsements. Ammo cards are an authorized equivalent for on post.

g. Unit CDRs who are authorized to sign operator licenses for their personnel may utilize a memorandum for record (MFR) to extend endorsements. MFRs will reference that personnel have been trained IAW AR 600-55 and DTR 4500.9-R.

h. Military and DA/DoD personnel assigned to FLW must have the FLW explosives training course card. This course is also recommended for external agencies. Personnel can receive a card by completing the requirements in Chapter 15.

## **9-2. Packaging Requirements**

a. AE cannot be transported outside of approved shipping and storage containers. Ammunition must be repacked to an as-issued configuration prior to movement. Packaging and packing materials will be the responsibility of the units. Additional packaging and packing material may be requested from the ASP.

b. AE with lost or destroyed inner packaging will, at a minimum, be transported in wood or metal boxes lined on all sides, including bottom and cover, with cardboard IAW approved special packing instructions.

c. Packages must include lids or covers allowing for positive restraint of contents. Container lids must be secured to prevent pilferage/accidental release of contents. Anti-pilferage seals (national stock number [NSN] 5340-00-081-3381) and plastic ties (NSN 5975-00-984-6582) may be used to secure boxes and cans during transport. Any packing tape can be used to secure ammunition originating from cardboard outer packs. Wooden boxes that are not securable by wires or hinges with hasps will be nailed shut.

## **9-3. Loading Requirements**

a. AE will not be carried in the passenger compartment of vehicles. This does not apply to operational loads for law enforcement or EOD vehicles when on mission.

b. Munitions will not be transported in passenger-type vehicles except for limited quantities IAW DA Pam 385-64 and 49 CFR 177.870 (a) subpart E.

c. Personnel will not ride in the cargo area of vehicles transporting AE or AE residue.

d. Cargo space will be clean and free from exposed bolts, nuts, screws, nails, or inwardly projecting parts that could damage the lading. Check floor to ensure that it is tight and free from holes. Floor shall not be permeated with oil or other substances.

e. Total weight of load cannot exceed rated capacity of vehicle. Weight should be distributed to minimize impact on vehicle performance.

f. Items loaded must be compatible as defined by 49 CFR 177.848 Trailers are considered separate vehicles and do not need to be compatible with the vehicle towing them. Compatibility extends to all HAZMAT, not just munitions. Meals, ready to eat (MREs), with the flameless ration heaters are considered hazard class 4.3 (dangerous when wet) and would require segregation. MREs with the nonflammable ration heater (NRH) are not. Most lubricants, oils, paints, or fuels are considered hazard class 3.

g. AE will be blocked and braced or secured with suitable tie-down straps to prevent movement IAW load drawings. Only approved ratchet straps will be used.

h. Ratchet straps without a NSN (i.e., 1670-00-725-1437 or 5340-00-980-9277) must be certified by  
FLW Reg 385-64 • 1 April 2024

an accredited agency (i.e., UL) with a stamp or tag showing weight capacity.

i. Other materials to include residue must be clearly segregated and secured from ammunition to prevent damage or mixing.

#### **9-4. Vehicle Requirements**

a. Vehicles transporting AE will be fueled and inspected for satisfactory condition prior to loading. Operators will annotate inspections on a DD Form 626, (Motor Vehicle Inspection [Transporting Hazardous Material]) IAW instructions below.

b. Government-owned/operated/leased vehicles transporting AE will be equipped with two 10-BC fire extinguishers. Extinguishers are required for access to the ASP, even if transporting residue only. An example NSN for an authorized extinguisher is NSN 4210-00-775-0127. Water fire extinguishers are not authorized for ammunition with HC or TH3 CM components.

c. Each vehicle must have three emergency warning triangles.

d. Vehicles must be placarded for the greatest hazard being transported, to include small arms. A vehicle carrying both 1.4 and 1.2 would be placarded 1.2. It is the transporting organization's responsibility to provide correct placards.

e. Each vehicle must have a copy of 49 CFR 397, the applicable Emergency Response Guide, and a DD Form 2890 (DoD Multimodal Dangerous Goods Declaration) if transporting ammunition off-post without a bill of lading. These can be provided by the ASP.

f. Munitions that are not transported in a covered or enclosed vehicle must be covered with a water and fire-resistant tarp. Covers and tarps must be without tears or holes. Commercially purchased tarps must have a third-party tag certifying water and fire resistance. Covered vehicles that do not prevent water from their beds must have their ammunition palletized. Tarps will be secured by ropes or tie-downs. Units must use additional tarps if vehicle covers do not completely protect AE from weather or direct exposure to sunlight.

#### **9-5. DD Form 626, Motor Vehicle Inspection (Transportation HAZMAT)**

a. A DD Form 626 is required prior to any movement of AE.

b. At the time of issue, the DD Form 626 will have the origin blocks completed by ASP personnel. Units must retain this DD Form 626 for use on ammunition turn-in.

c. DD Forms 626 are non-transferrable. Units that need to transport ammunition in a vehicle that was not inspected at the time of issue must request an ASP representative inspection at the first opportunity.

d. Both ASP and units are required to maintain their own DD Form 626 records for 1 year. These are subject to audit/inspection by MSCoE SO and QASAS.

e. Only vehicles operating solely within the controlled ASP/AHA area may operate under partial DD Form 626 provisions as authorized by LRC. Vehicles servicing ranges and training areas will comply with this chapter.

#### **9-6. Security and Restrictions**

a. Security for transportation of ammunition will be IAW AR 190-11, DTR 4500.9-R, and DODM 5100.76.

b. Categories I and II AA&E will be placed in the custody of a commissioned officer, warrant officer, NCO (E-5 and above), or DoD Civilian (GS-5 and above) or DoD contractor employee in a similarly responsive position.

c. All movements of category I and II AA&E require an armed guard with a minimum of 10 rounds regardless of the force protection condition (FPCON).

d. Category III and IV AA&E will be under the continuous positive control of designated, responsible personnel.

e. All movements require at least one form of communication, either cell phone or radio.

f. Vehicles carrying ammunitions are prohibited from housing, Post Exchange, Commissary, or anywhere else not specific to ammunition operations.

### **9-7. Routing**

a. Any vehicle on/off loading will be done in an expeditious manner exercising the principle of least amount exposure of personnel to the least amount of explosive/time.

b. AE laden vehicles will not park at any location in cantonment area other than to offload material.

c. Unit movement on post.

(1) Units will transport AE from the licensed storage areas to the area of use by the most direct route possible.

(2) AE allocated for training will not be transported in the cantonment area except for 1.4S small arms blank to support weapons immersion training.

(3) AE for operational purposes, such as support of DES, military police working dog, EOD, or ceremonies (for example, 75mm blank), is authorized for transportation in the cantonment area.

(4) AE will not be transported in the cantonment area on family days or during graduation activities.

d. Commercial deliveries.

(1) Commercial deliveries of AE destined for resale will be off loaded at the Main Post Exchange, Outdoor Adventure Center, or the ASP. No other locations are authorized.

(2) DES will provide escort for loads destined for the ASP during FPCONs C and D. DES will not provide escort during FPCONs normal to B. Unescorted vehicles will be inspected at the access control points (ACPs).

(3) Commercial deliveries for all other locations will still be routed through the ASP.

(4) Off-post movement; All movement of AE going off post must be cleared through the Surveillance personnel at the ASP.

(5) Commercial vehicles require an escort from DES during FPCONs C and D.

(6) Loaded vehicles will leave installation from the ASP access road and exit the installation via the north gate.

## **Chapter 10**

### **RANGES**

#### **10-1. Range Control**

The Range Operations Officer is designated as the SC's representative for command and control (C2) for range and training areas on FLW and will work with all organizations to accomplish the FLW range and training area missions.

#### **10-2. Organization Responsibilities**

Organizations will observe special requirements for use of AE as specified in DA Pam 385-63, FLW Reg 385-63, and other applicable Army, federal, state, and local regulations.

- a. All tenant activities will coordinate with Range Operations for current training area and firing range status.
- b. Range operations will be IAW SOP published by the DPTMS Range on FLW.
- c. Any military forces to include Army National Guard and Army Reserves coming onto FLW for training will coordinate and schedule activities through Range Operations and the MSCoE SO.
- d. Organizations will use the surface danger zone (SDZ)/weapon danger zones (WDZ) processes in DA Pam 385-63 for tests involving the firing of projectiles (including rockets and missiles) or the delivery of bombs.
- e. If either the munitions or weapon system does not have an approved SDZ/WDZ, the deviation process contained within DA Pam 385-63 will be followed.
- f. Training ammunition drawn for training events will be kept properly packed in its original packing and will remain packed in the shipping containers/boxes or cartons until immediately prior to use. Only the quantity that is expected to be fired will be broken out of its packing.
- g. All packing material generated from use on ranges and training areas will be saved and used for repacking all remaining live materials as they were originally issued. Other packing material will be turned into the ASP during turn-in.

#### **10-3. Research, Development, Test and Evaluation (RDT&E)**

Safety staffs of organizations with a research, development, test, and evaluation (RDT&E) mission will utilize and document application of appropriate explosives safety considerations per DA Pam 385-64 for all explosives operations (for example, support facilities, loading rooms, temperature conditioning buildings, service magazines, and open storage pads).

## **Chapter 11**

### **ACCIDENT PREVENTION**

#### **11-1. Accident Prevention**

- a. All units with an AE mission on FLW will have explosives safety as an integral part of their accident prevention plan in their unit safety SOP.
- b. The accident prevention plan will be tailored to the organization's operation which addresses at a minimum, the requirements stated in AR 385-10, Table 1-1, and DA Pam 385-10. A copy of the unit



safety SOP will be provided to the MSCoE SO.

## **11-2. AE Recovery Program Procedures**

a. UXO or found on installation (FOI): Follow 3R's: Recognize you may have encountered a munition. Retreat to a safe area and do not touch, move, or disturb, leave the same way you came in and mark the general area. Report it by calling Range Operations at (573) 596-2525 or DES at (573) 596-2157. If off post, contact the local Sheriff's Department. Standby to warn others away from the area and to provide the location assistance to responding personnel.

b. Range Operations: Range Operations will contact DES for any items with greater NEW than 1.4 small arms ammunition, or small arms ammunition in quantities more than 1000 rounds. If no further actions are required from DES, they or Range Operations will contact the 763d EOD Company for transport to the ASP.

c. Amnesty: For small quantities of small arms ammunition (.50 caliber and below), place rounds in amnesty boxes. For higher NEW, contact the unit munitions handler to recover the assets and deliver them to the ASP. If the ASP is closed, temporary storage is authorized in unit arms room as long as the ammunition is properly packaged, and the unit has an explosives license issued from the MSCoE SO.

## **11-3. Amnesty Program**

a. The Amnesty Program provides an opportunity to identify and recover small quantities of loose ammunition by providing individuals the opportunity to turn in these items in without fear of repercussion. Personal or unit information is not required to turn in amnesty.

b. Anyone may report amnesty 24 hours a day to the 763<sup>rd</sup> EOD Company by calling (573) 596-2818 or (573) 596-3094.

c. CDRs will

(1) Establish an effective and continuous orientation program for all new arrivals to ensure that they understand their rights and responsibilities under the program.

(2) Ensure that the amnesty program is not used to circumvent normal accountability procedures.

(3) Ensure that leaders at all levels prevent any intimidating atmosphere, which would prevent Service members/Civilians from freely turning in ammunition. Brief newly assigned personnel on the amnesty program as part of reception and integration counseling.

(4) Ensure that all Service members are briefed on the amnesty program prior to handling any weapon or ammunition.

(5) Ensure that their units do not store amnesty ammunition in the arms room.

(6) Ensure that all personnel understand that the possession, use, or sale of military ammunition is strictly forbidden.

(7) Comply with installation-sponsored amnesty day events.

d. Amnesty containers.

(1) The LRC operated amnesty point is located near the intersection of FLW 1 and FLW 38 across from Range 12. Units may establish their own amnesty points through the FLW Explosives Safety Officer and must be all affected organizations to ensure they are policed and maintained in serviceable condition. Locations will be posted on the FLW master map.

(2) Amnesty containers must be checked monthly at an irregular interval.

(3) Persons checking the amnesty containers will date and initial the "Checked By" column on the Standard Form (SF) 702 (Security Container Check Sheet) at each amnesty box. Missing or completed check sheets will be replaced.

(4) Amnesty will be packaged and transported IAW Chapter 10.

(5) Amnesty items will be processed within 24 hours at the ASP. The ASP will generate the required turn-in documentation. No unit or personnel data will be recorded.

(6) Items not classified as ammunition will be disposed of properly.

e. Amnesty days

(1) The MSCoE SO Explosives Safety Manager will annually prepare an OPORD tasking support elements to conduct amnesty days.

(2) The MSCoE SO in coordination with USAG-FLW, LRC, and 763d EOD Company will determine dates and times of amnesty days. At a minimum, a point will be established at the combined range amnesty point near the intersection of FLW 1 and FLW 38. More points may be established if support personnel are available.

(3) The MSCoE SO in coordination with USAG-FLW, LRC, and EOD will determine dates of amnesty turn-in. Dates will be coordinated to minimize the exposure of nonessential personnel. Amnesty days will not be held on family days, graduations, or during any other large-scale event. If possible, they will be scheduled at the end of ASP inventory week to minimize ASP traffic.

(4) The MSCoE SO will coordinate with the Public Affairs Office (PAO) to publicize the event via social networking and newspaper articles.

(5) The OPORD will task support as follows:

(a) The 763d EOD Company will serve as a lead element and will identify what materials are suitable for storage or require immediate demilitarization.

(b) QASAS will serve as a control point for amnesty entering the ASP. They will further assess what materials are suitable for storage or coordinate for EOD removal. They will staff the collection area at the combined range amnesty point near the intersection of FLW 1 and FLW 38.

(c) CTC, Area Weapons Scoring System (AWSS) delivery team will serve to transport munitions to the ASP for processing. They will also transport any additional packing materials to sites as requested by QASAS or EOD.

(d) The ASP will provide packing materials for any material determined safe for storage. They will receive material and enter it into stock records with applicable condition codes assigned by Surveillance personnel.

(e) DES will support the amnesty points for EOD if materials require immediate EOD disposal and they need to leave the site. Materials recovered outside of small arms ammunition will be placed a minimum of 300 feet away from any personnel or traffic to await EOD disposition determination.

(f) DES will ensure that emergency medical and FLW FD personnel are notified of the event, on call for emergencies, and available with firefighting equipment.

(6) The MSCoE SO will collect reports from Surveillance personnel and 763d EOD Company detailing what materials were received, what dispositions were assigned, and what materials were demilitarized.

(7) The MSCoE SO will brief the SC on any issues as needed.

#### **11-4. Ammunition Turn-In**

a. If the unit has not separated live rounds from spent casings, they are to be denied turn-in and must make another appointment for another day. Garrison Command Office (DGC, CSM), company and battalion commander are notified.

b. If the unit fails a 2nd time, the unit again is sent back and again must schedule a future appointment. This time U.S. Army Garrison, FLW (DGC, CSM) and the brigade commander are notified, and the unit's ammunition account is frozen, which prevents the drawing of any operational load or training munitions.

c. An AR 15-6 investigation will be conducted for any turn-in violation exceeding 5% of missing residue.

d. Any live ammunition or explosives found, not identified as live turn-in, above 7.62mm will result in an immediate cessation of the turn-in and an immediate report to the company through brigade commander, Garrison Commander, and MSCoE Chief of Staff.

e. Any ammunition or explosives found or suspected of being tampered with to circumvent the live turn-in process will result in an immediate cessation of the turn-in and an immediate report to the company through brigade commander, Garrison Commander, and MSCoE Chief of Staff.

### **Chapter 12 EMERGENCY RESPONSE**

#### **12-1. FLW Fire Department and Tenant Organizations**

a. The FLW FD will conduct fire prevention inspections in AE facilities and has the authority to inspect any facility at any time on FLW.

b. All organizations located on FLW with an AE mission will maintain the proper fire and CM hazard symbols of explosives present within the facility. In addition, the FLW FD will be notified when those hazards change.

c. In the event of an explosives accident, the senior fire officer on duty will be the Incident Scene Commander in Charge of the emergency response until relieved or the scene is declared safe.

#### **12-2. Emergency Response Procedures**

a. Once the accident site has been declared safe, the scene will be turned over to the MSCoE SO

staff for accident investigation.

b. The DES will secure the site after completion of emergency response actions.

c. Units must comply with and include provisions for complying with the 40 CFR 302-312, Emergency Planning Community Right-to-Know Act (EPCRA). The MSCoE SO will participate along with a rep from the FLW FD in the local emergency planning committees (LEPCs).

d. EPCRA, of 1986 was created to help communities plan for emergencies involving hazardous substances. EPCRA requires hazardous chemical emergency planning by federal, state, and local governments; Indian tribes; and industry. It also requires industry to report on the storage, use, and releases of hazardous chemicals to local, state, and federal governments.

e. Each organization with AE missions on FLW will develop emergency action plans (EAPs) and will practice their plan at least annually. There will be an annual FLW-wide emergency drill specific to an AE accident or incident.

f. Any release of information to the public will be made by the SC's PAO only.

### **12-3. Accident Investigations and AE Malfunctions**

a. Army accident investigation teams will be coordinated through the MSCoE SO. All Class A and Class B accidents involving AE will be investigated. Other accident classifications will be executed IAW AR 385-10 and organizational guidelines.

b. AE malfunctions will be handled IAW FLW Reg 385-63 and will include ranges, training areas, and training facilities.

## **Chapter 13 EXPLOSIVES SAFETY ISSUANCES**

### **13-1. Purpose**

a. Explosives safety issuances consist of but are not limited to, local SOPs, ARs, PAMs, and other publications.

b. Policies included in explosives safety issuances will be enforced and monitored for compliance by the FLW SO, through annual inspections.

### **13-2. Standard Operating Procedures (SOP)**

a. All organizations on FLW with AE operations will have an SOP which include AE safety management and will review the SOP on a bi-annual basis. The originating organization will obtain appropriate safety professional support for review and concurrence of hazard analysis and SOPs.

b. All FLW or activity policies will comply with Army and DoD requirements and will be reviewed by Explosives Safety Officer prior to approval.

### **13-3. Risk Management**

a. CDRs/DIRs will document all compensatory measures that manage risk while also ensuring that controls are in place and supervised.

b. CDRs/DIRs will be aware of and take precautions with any hazards of electromagnetic radiation to ordnance (HERO) unsafe munitions on FLW. If HERO unsafe munitions are located on FLW (or if munitions are HERO unsafe), the FLW SO will be notified. QASAS will notify the Explosives Safety Officer of materials that are designated as HERO unsafe upon receipt at the ASP.

#### **13-4. Notices of Ammunition Reclassification (NARs) and Ammunition Information Notices (AIN)**

a. NARs are messages sent suspending ammunition from use (for example, a malfunction investigation), restricting its usage (for example, only training), or for other purposes. Using organizations will be notified by QASAS of any restrictions applicable to their munitions. All AE assets are subject to immediate recall by NAR for user protection. Units contacted for recalled ammunition will cease usage of those assets and coordinate with the ASP for disposition instructions.

b. AINs are messages sent providing specific use and safety information that may not yet be incorporated into technical publications, range regulations, or SOPs. ASP will distribute AINs to organizations for the specific items that the organizations are receiving. Organizations will assure compliance with AINs throughout their possession to include delivery, storage, use, and reconciliation.

c. Explosives safety messages will be distributed to all units on FLW via e-mail. They will be used to identify and address recurring deficiencies and as informational reminders for compliance with other published guidance from local or higher-level publications.

### **Chapter 14 INSPECTIONS, EVALUATIONS, AND AUDITS**

#### **14-1. General Requirements**

a. All organizations will conduct and document annual internal inspections/audits of AE activities to ensure compliance with DOD, Army, TRADOC, and FLW guidance.

b. CDRs/DIRs will include processes in their unit SOPs for reporting, coordination, and repair of all hazards identified during inspection of facilities.

c. CDRs/DIRs will include processes in their unit SOPs to document final AE facility inspections following construction, renovation, or modification of facilities prior to commencing any explosives operation.

d. The Explosives Safety Officer will track the results of inspections, evaluations, audits, and surveillance efforts to incorporate these into action plans.

e. Inspection records will be made available for review during FLW safety audits conducted by the FLW SO staff and higher-HQ program evaluations.

#### **14-2. Unit-level Auditing**

a. CDRs/DIRs or their representatives will conduct a 100 percent inventory at the completion of each training cycle to validate that all inventories are current, that AE is stored in an authorized storage site, and that all excess AE is turned in.

b. CDRs/DIRs will include processes in their unit SOPs to validate that ammunition at training events remain in the shipping containers/boxes/cartons until immediately prior to use. Only the quantity that is expected to be fired will be broken out of its packing.

### **14-3. Explosives Safety Officer Audits**

a. The Explosives Safety Officer will perform annual audits of all AE storage areas on FLW.

b. Audits will include the following:

(1) A review of the complete inventory by storage facility showing Department of Defense identification code (DODIC), nomenclature, quantity, and total NEW.

(2) A comparison of ammunition actually stored versus what ammunition is authorized by the explosives license or ESSP.

(3) Identification of any overages or storage compatibility violations. Verification of Q-D separation requirements stipulated in explosives licenses and ESSPs.

(4) An evaluation of the safety of storage facilities, including adequacy of earth cover on magazines, barricades, and condition of LPS and ventilators.

(5) An evaluation of the latest report for the electrical grounding inspection conducted on the LPS of the ASP, AHA, and the ammunition sites. Analysis of the last three inspections will be accomplished and retained in the LPS files.

c. The Explosives Safety Officer will track organization corrective actions and implementation of DA Forms 7632.

## **Chapter 15 TRAINING**

### **15-1. General Training Provisions**

a. CDRs/DIRs will ensure that all personnel who are involved in AE operations, receive explosives safety training as required by Army policy and standards, including explosives risk management training for those responsible for the development and review of deviations and risk assessments. The minimum requirements for training are delineated in DA Pam 385-64, Table 1-1. Tenant organizations will maintain training records on their employees.

b. The Explosives Safety Officer will provide training for the 3Rs (Recognize, Retreat, and Report). UXO safety education training/information will be provided to personnel living on FLW and those that work on or use the property. All contractors involved in digging will attend this awareness training.

c. All positions with AE responsibilities, even if administrative only, will be subject to certification by the Explosives Training Certification Board.

(1) All personnel are required to complete unit munitions handler training to receive an AE transportation certification card regardless of their military occupational specialty (MOS) or previous training. Refresher training also still applies. This chapter applies to military personnel when they are working outside of their assigned MOS. Initial training is not required for military personnel working within the scope of their MOS except for (1) above. This publication is not meant to qualify MOS-related duties, such as military police working dog or EOD.

(2) Civilian personnel who have been certified through a career program such as, but not limited to, the AMCP or the QASAS program are considered to have met initial training course requirements. Refresher training IAW the applicable positions still apply.

## **15-2. Local AE Training Course**

FLW Unit-level munitions handlers will receive certification upon completion of all assigned online training and completion of the local certification test. Handlers will be given a locally produced training certification card that is valid for 2 years. This certification card is not required for units that are not stationed on FLW; those unit handlers will need to present their required certificates as proof of training completion.

## **15-3. The Annual Explosives Training Certification Board**

a. The SC will select Explosives Training Certification Board members by OPORD and appoint a designated representative to serve as the SC's Certifying Official for the Certification Board on an annual basis. The certifying official will not be a Certification Board member but has the final authority as to whether an individual is certified, or certification is revoked. This decision should be based upon the recommendation of the Certification Board, and any variation from the recommendation should be documented.

b. The Certifying Official will designate a GS-14 or other individual in a similar position of responsibility to chair the Certification Board. The chairperson will convene the Certification Board to review currently assigned positions/training requirements, adjust requirements as regulatory changes, or needs dictate, and submit changes and certification results to the Certifying Official for approval.

c. The Certification Board will be comprised of DIRs/chiefs/supervisors of organizations performing AE operations, civilian personnel representative, the MSCoE SO/Explosives Safety Program Manager, the senior QASAS, military representative (officer or warrant officer for evaluation of military personnel), and contracting office (for contractor employees). However, the Certification Board is not limited to these individuals and may be expanded based upon the Certifying Official's decision. Nominees for the Certification Board should be selected based on their experience and training in either explosives operations (for operations personnel) or their support specialties.

d. Designated positions and training requirements are listed in paragraph 15-4 and are IAW DA Pam 385-64. Upon approval, positions and training requirements will be submitted to the ESWG for amendment to paragraph 15-4 of this regulation.

## **15-4. Current Board-assigned Training**

a. Unit munitions handlers are assigned the following initial training: AMMO-45-DL, AMMO-64-DL, AMMO-67-DL and AMMO 68. Refresher training required will be AMMO-45, AMMO-64, AMMO 67 and AMMO 68 annually.

b. Unit munitions handlers assigned at the ASP are assigned the following initial training: AMMO-45-DL, AMMO-63-DL, AMMO-64-DL, AMMO- 67-DL and Ammo 68. Refresher training required will be AMMO-45 every 2 years and AMMO- 67 and AMMO 68 annually.

c. ASP munitions handlers are assigned the following initial training, AMMO-12-DL, AMMO-28-DL, AMMO-31-DL, AMMO-37, AMMO-43, AMMO-45-DL, AMMO-62, AMMO-63-DL, AMMO-64-DL, AMMO-67-DL, AMMO 68, AMMO-75-DL AND AMMO-97-DL. Refresher training required will be AMMO-37, AMMO-45, AMMO-62 every 2 years and AMMO-67 and AMMO 68 annually.

d. ASP wage grade inspectors are assigned the following initial training: AMMO-12, AMMO-45-DL, AMMO-60, AMMO-62, AMMO-63-DL, AMMO- 64-DL, AMMO-67-DL and AMMO 68. Refresher training required will be AMMO-45, AMMO-62 and AMMO- 67 every 2 years and AMMO 68 annually.

- e. ASP supply techs are assigned the following initial training: AMMO-45-DL, and AMMO-64-DL. Refresher training not required.
- f. ASP supervisors are assigned the following initial training: AMMO-12, AMMO- 45-DL, AMMO-54-DL, AMMO-60, AMMO-63-DL, AMMO-64-DL, AMMO-67-DL, AMMO-68-DL, AMMO-78-DL, AMMO-99-DL, AMMO-107-DL, and AMMO-112-DL. Refresher training required will be AMMO-62, AMMO 67 every 2 years and AMMO-68 annually.
- g. Hazardous document preparers are assigned the following initial training: AMMO-45-DL, AMMO-62, AMMO-67-DL, and AMMO-75-DL. Refresher training required will be AMMO-62 and AMMO-67 every 2 years.
- h. Safety specialists are assigned the following initial training: AMMO- 45-DL, AMMO-63-DL, AMMO-78-DL, and AMMO-107-DL. Refresher training is not required.
- i. Explosives safety specialists are assigned the following initial training: AMMO-28-DL, AMMO-45-DL, AMMO-54-DL, AMMO-63-DL, AMMO-68-DL, AMMO-78-DL, AMMO-87-DL, AMMO-90-DL, AMMO-97-DL, AMMO-99-DL, AMMO-100-DL, AMMO-101-DL, AMMO-103-DL, AMMO-107-DL, and AMMO-112-DL. Refresher training not required.
- j. QASAS are initially trained through the QASAS Career Program: AMMO-31, AMMO-37-DL, AMMO-54-DL, AMMO-68-DL and AMMO-112-DL. Refresher training will be AMMO-37 every 2 years and AMMO-43 every 4 years (if container inspection is part of duties). AMMO 68 is required annually. QASAS Initial training includes AMMO- 4,12,28,43,45,60,62,63,78,97,99,100.
- k. Ammunition managers are assigned the following initial training: AMMO-45-DL, and AMMO-64-DL. Refresher training not required.
- l. DES security personnel are recommended the following initial training: AMMO-45-DL and AMMO-67-DL. Additional training will be internally monitored, and personnel are not required as part of the Explosives Training Certification Board.
- m. DES fire personnel are recommended the following initial training: AMMO-45-DL and AMMO-67-DL. Additional training will be internally monitored, and personnel are not required as part of the Explosives Training Certification Board.
- n. DPW LPS inspectors/testers are assigned AMMO-28-DL as initial training. Refresher training not required.
- o. Other positions not currently active such as demilitarization or contractor will require Explosives Training Certification Board verification and certification prior to conducting operations. These will require submission to the Certifying Official prior to operations and must be included as contract stipulations prior to bidding/awarding contracts.
- p. Unit A&E Certifiers are required the following initial training: the local A&E course, AMMO-45-DL, AMMO-62, AMMO-67-DL, AMMO-68-DL, and AMMO-75-DL. Refresher training required will be AMMO-45, AMMO-62, and AMMO-67 every 2 years and AMMO-68 annually.
- q. Inert Certifiers are required the following initial training: the local A&E course, AMMO-45-DL, and AMMO-68-DL. Refresher training required will be AMMO-45 every 2 years and AMMO-68 annually.
- r. Inert Certifiers are required the following initial training: the local A&E course, AMMO-45-DL, and AMMO-68-DL. Refresher training required will be AMMO-45 every 2 years and AMMO-68 annually.



## **15-5. Certification Suspension**

- a. Certification may only be revoked by the appointed Certifying Official of the Explosives Training Certification Board.
- b. Certification Board members, FLW SO, or QASAS personnel may temporarily suspend the certification of personnel for violations of this or higher-level publications.
- c. A suspension notification will be sent in memorandum format to the organization of the individual suspended. The memorandum will include pertinent information including—at a minimum—the date and time, the violation, and the applicable publication detailing the requirement. A copy will also be forwarded to the Explosives Safety Officer for tracking and trend monitoring. Violations that present a serious risk to the safety of that individual or other personnel will be forwarded to the MSCoE SO for review.
- d. Personnel with suspended certification may not perform duties in relation to their certification without another certified person present.
- e. Any administrative or corrective actions/training is at the discretion of the suspended individuals' organization. Organizations may request re-certification of their personnel through the Explosives Safety Officer.

## **Chapter 16 RECORDS MANAGEMENT**

- a. Organizations will maintain records as required by AR 25-400-2, Army Records Management Program. Records will be made available for review during FLW SO and higher-HQ program evaluations.
- b. LPS electrical test and visual inspection records for the past six inspections cycles will be maintained by the organization responsible for the facility and DPW.
- c. Inventory records will be maintained and managed to control NEW, HD, and compatibility requirements per ESSPs and explosives license.

## **Chapter 17 REAL PROPERTY MASTER PLANNING**

- a. Real Property Master Planning (RPMP) is a continual, collaborative, and integrated process, primarily performed at the installation level, reflective of mission requirements. To maintain this process, it is imperative that all FLW tenant organizations utilize the systems specified in AR 210-20, RPMP for Army Installations when requesting changes or additions to the RPMP. The Garrison Safety Office will participate in the USAG FLW Real Property Planning Board (RPPB) to ensure that all new construction is properly sited according to explosives safety standards.
- b. MEC: Any real property known or suspected to contain MEC, UXO, or CWM will be treated and handled according to AR 385-10 and DA Pam 385-64.
- c. Annual Review: The Explosive Safety Officer (ESO) will review annually (and document the review) the installation explosives location map to monitor encroachment within ESQD and ensure required explosives safety site plans, submissions and explosives licenses are accomplished. The ESO will monitor the overall installation explosives map and address any conflicts and/or deviations required to maintain the master plan.

## **Appendix A**

### **REFERENCES AND FORMS**

#### **Section I. Required References.**

CFR Title 49. Cited in paragraphs 1-5.c(4), 9-3.b, and 9-4.e.

AR 25-400-2, The Army Records Management Program (ARMP). Cited in paragraph 16.a.

AR 190-11, Physical Security of Arms, Ammunition, and Explosives. Cited in paragraphs 5-1.b, 9-6.a, and C-1.

AR 385-10, The Army Safety Program. Cited in the Summary and History Statements and paragraphs 1-1, 1-4b, 1-b.f, 1-5a(2), 1-5.c(8), 1-5c(9), 3.a, 4.a, 11-1.b, 12-3.a, 17.b, and C-1.

AR 600-55, The Army Driver and Operator Standardization Program (Selection, Training, Testing, and Licensing). Cited in paragraphs 9-1.c and 9-1.g.

DA Pam 385-30, Risk Management. Cited in paragraphs 1-5.k.(6).(a), 6-6.b

DA Pam 385-63, Range Safety. Cited in paragraphs 1-5.m.(2).(b), 10-2, 10-2.d, and 10-2.e.

DA Pam 385-64, Ammunition and Explosives Safety Standards. Cited in History Statement and paragraphs 1-1, 1-4b, 1-5a(4), 1-5c(4), 1-5c(8), 1-5.i(2), 1-5g(8), 1-5h(1), 1-5.k.(6).(a), 3.a, 4.a, 5-1.a, 5-2.a, 6-1, 9-3.b, 10-3, 15-1.a, 15-3.d, C-1, C-9 and C-10.a.

DA Pam 385-65, Explosive and Chemical Site Plan Development and Submission. Cited in paragraphs 1-5k.(6).(a), and 6-1b.

DFARS (Defense Federal Acquisition Regulation Supplement). Cited in paragraph 3.a.

DoD 4145.26-M, DoD Contractors' Safety Manual for Ammunition and Explosives. Cited in paragraph 3.a.

DoD 4500.9-R, Defense Traffic Management Regulation. Cited in paragraph 9-1.e, 9-1g, and 9-6a.

DoD 5100.76M, Physical Security of Sensitive Conventional Arms, Ammunition, and Explosives (AA&E). Cited in paragraph 9-6.a.

DODD 6055.09-DESR, Defense Explosives Safety Regulation. Cited in paragraph 1-1.

DODI 6055.16, Explosives Safety Management Program. Cited in paragraph 1-1.

FLW Reg 385-63, Ranges, Training Areas, and Training Facilities. Cited in paragraphs 1-5.m.(2).(d), 10-2, and 12-3.b.

TRADOC Reg 385-2, U.S. Army Training and Doctrine Command Safety and Occupational Health Program. Cited in paragraphs 1-1, 1-5.a.(2), C-1 and C-5.

**Appendix B**  
**ARMS ROOM EXPLOSIVES LICENSE POINTS OF CONTACT**

B-1. DPW Engineering, (573) 596-2123, for assistance with DA Form 4604.

B-2. DPW Geographic Information System (GIS), (573) 596-3156, for maps and data. Maps are available by request.

B-3. DES FD, (573) 596-7176, for fire prevention guidance and direction.

B-4. DES PSO, (573) 596-0597, for physical security guidance and direction.

B-5. LRC QASAS, (573) 596-0832, for ammunition surveillance guidance and direction.

B-6. FLW SO, (573) 596-0116, for explosives license guidance and direction.

**NOTE: Provide copy of entire completed document package.**

## Appendix C

### SUPPLEMENTAL GUIDANCE FOR ARMS ROOM AMMUNITION STORAGE

C-1. In accordance with DESR 6055.09, DA Pam 385-64, AR 385-10, AR 190-11, and TRADOC Reg 385-2 all commands, directorates, detachments, and tenant units on Fort Leonard Wood will request an ammunition site license through the FLW SO before being authorized to store operational, training, and ceremonial ammunition.

C-2. Commands, directorates, detachments, and tenant units shall limit arms room storage to the quantity of ammunition required for operational necessity. All training operations are encouraged to store training ammunition within the ASP and AHA. All units must coordinate through the ASP and the PSO for access to the AHA.

C-3. Storage of ceremonial ammunition is not considered an operational necessity. However, a limited quantity of HD 1.3 and 1.4 ceremonial ammunition (such as 75mm blank or 105mm blank) may be stored in an arms room provided no other practical alternative exists.

C-4. Storage in an AHA or ASP is preferred and will be used unless such use would adversely impact operations or result in an unnecessary commitment of resources (for example, require unit personnel to provide 24-hour security or extended travel).

C-5. IAW TRADOC Regulation 385-2, the Garrison Commander will approve an over-arching risk assessment for the arms room licensing program throughout Fort Leonard Wood. Prior to a unit storing any ammunition in an arms room, each battalion commander (LTC/O-5) will approve all subordinate unit risk assessments which justify the storage based on operational necessity and safety considerations. In approving this assessment, the commander will consider the need to expose the minimum number of personnel to the minimum amount of explosives for safety, logistics, security, fire protection, and ammunition surveillance personnel. The risk assessment will be posted at the arms room and all arms room personnel will be briefed, at least annually or after a change of personnel, on its contents.

C-6. The facility used will be properly licensed for storage of AE. The license will be reviewed by the FLW SO and approved by the unit (Company) commander, authorizing storage of AE within an arms room. The license will specify the location approved for storage; the quantity of ammunition (by DODIC) approved for storage; time restrictions on storage; and safety, security, and fire protection inspection requirements.

C-7. Ammunition will be packed in approved U.S. Department of Transportation (DOT) containers.

C-8. Training ammunition will be physically separated from the operational necessity ammunition, and training ammunition stacks will be clearly marked as training ammunition.

C-9. Units will post the appropriate fire/CM hazard symbols on the entrance from which the emergency responders will approach building and the door of the storage container IAW DA Pam 385-64, Chapter 6, Table 6-1. and figure 6-2.

C-10. When storage in the AHA or ASP would adversely impact operations or result in an unnecessary commitment of resources and storage of training ammunition in an arms room is necessary, the following time limitations on such storage apply:

a. IAW DA Pam 385-64, Chapter 4-1, munitions items authorized for storage in unit arms rooms are limited to hazard class/HD—

- 1.2.2 not to exceed 50 pound NEW.

- 1.3 not to exceed 100 pounds NEW.
- 1.4 operational necessity/limited quantities without regard to QD requirements.

b. RC and Reserve Officer Training Corps (ROTC) units that are conducting weapons qualification during inactive duty training may, when required and under the conditions stated above, store limited quantities of HD 1.4S munitions inside an arms room for a limited period to time not to exceed.

c. To support immediate training needs, AC units that are not located in the region of an approved ammunition storage facility (e.g., ASP or AHA) may, store limited quantities of HD 1.2.2 and HD 1.3 munitions inside an arms room, only when required and under the conditions stated above. (not to exceed 7 days per training period) Limited quantities of HD 1.4S inside all arms room are not to exceed 90 days.

d. AC units that are located in the region of an approved ammunition storage facility may, when required and under the conditions stated above, store only limited quantities (such as the amount required to support their immediate training needs) of 1.4S munitions inside an arms room for a period not to exceed 3 working days after the training event.

## **Section II. Related References.**

AR 75-1

Malfunctions Involving Ammunition and Explosives.

AR 75-15

Policy for Explosive Ordnance Disposal

AR 190-12

Military Working Dog Program

AR 385-63

Range Safety

AR 420-1

Army Facilities Management

AR 690-950

Career Program Management

DA Pam 40-501

Army Hearing Program

DA Pam 385-61

Toxic Chemical Agent Safety Standards

DOD 4160.28

Defense Demilitarization Manual

DODD C-3325.1

Foreign Materiel Program (FMP) (U)

DODI 4140.62

Material Potentially Presenting an Explosive Hazard (MPPEH)

TB 700-2

Department of Defense Ammunition and Explosives Hazard Classification Procedures.

TB 43-0142

Safety Inspection and Testing of Lifting Devices

TB 9-1300-385

Munitions Restricted or Suspended

TM 5-811-1

Electric Power Supply and Distribution

TM 5-811-3

Electrical Design - Lightning and Static Electricity Protection

TM 5-811-7

Electrical Design, Cathodic Protection

Ammunition Maintenance

TM 43-0001-47

Army Equipment Data Sheets: Ammunition Peculiar Equipment

**Section III. Referenced Forms.**

DA Form 348, Equipment Operator's Qualification Record.

DA Form 2028, Recommended Changes to Publications and Blank Forms. DA Form 4604, Security Construction Statement.

DA Form 5984-E, Operators Permit Record.

DA Form 7632, Deviation Approval and Risk Acceptance Document (DARAD).

DD Form 626, Motor Vehicle Inspection (Transporting Hazardous Material).

DD Form 2890, DoD Multimodal Dangerous Goods Declaration.

DD Form 2977, Deliberate Risk Assessment Worksheet.

OF 346, U.S. Government Motor Vehicle Operator's Qualification Card. SF 702, Security Container Check Sheet.

## Glossary

### Section 1. Acronyms, abbreviations, and brevity codes

**AA&E**

Arms, Ammunition, and Explosives

**AE**

Ammunition and Explosive

**AC**

Active Component

**ACP**

Access Control Point

**AHA**

Ammunition Holding Area

**AIN**

Ammunition Information Notice

**AMC**

U.S. Army Materiel Command

**AMCP**

Ammunition Management Career Program

**AR**

Army Regulation

**ARMAGS**

Army Magazine

**ARIMS**

Army Records Information Management System

**ASP**

Ammunition Supply Point

**AWSS**

Area Weapons Scoring System

**BDE**

Brigade

**C2**

Command and Control

**CDL**

Commercial Driver's License

**CDR**

Commander

**CFR**

Code of Federal Regulation

**CM**

Chemical

**CWM**

Chemical Warfare Material

**DA**

Department of the Army

**DARAD**

Deviation Approval and Risk Acceptance Document

**DCMA**

Defense Contract Management Agency

**DES**

Directorate of Emergency Services

**DDESB**

Department of Defense Explosives Safety Board

**DFARS**

Defense Federal Acquisition Regulation Supplement

**DOD**

Department of Defense

**DODAC**

Department of Defense Ammunition Code

**DODD**

Department of Defense Directive

**DODI**

Department of Defense Instruction

**DODIC**

Department of Defense Identification Code

**DODM**

Department of Defense Manual

**DOT**

Department of Transportation

**DPTMS**

Directorate of Public Works



<b>DPW</b> Directorate of Public Works	<b>HAZMAT</b> Hazardous Material
<b>DRAW</b> Deliberate Risk Assessment Worksheet	<b>HD</b> Hazard Division
<b>EAP</b> Emergency Action Plan	<b>HE</b> High Explosive
<b>EESC</b> Executive Explosives Safety Council	<b>HERO</b> Hazards of Electromagnetic Radiation to Ordinance
<b>EN</b> Engineer	<b>HQ</b> Headquarters
<b>EOD</b> Explosive ordinance Disposal	<b>IAW</b> In Accordance With
<b>EPCRA</b> Emergency planning Community Right-to-Know Act	<b>IMCOM</b> Installation Management Command
<b>ESMP</b> Explosives Safety Management Program	<b>LEPC</b> Local Emergency Planning Committee
<b>ESSP</b> Explosive Safety Site Plan	<b>LPS</b> Lightning Protection System
<b>ESWG</b> Explosives Safety Working Group	<b>LRC</b> Logistics Readiness Center
<b>EXWC</b> Engineering and Expeditionary Warfare Center	<b>MEC</b> Mutation and Explosive of Concerns
<b>FD</b> Fire Department	<b>MEQ</b> Mission Essential Quantities
<b>FLW</b> Fort Leonard Wood	<b>MFR</b> Memorandum for Record
<b>FMP</b> Foreign Materiel Program (U)	<b>MHP</b> Munitions History program
<b>FOI</b> Found on Installation	<b>MOA</b> Memorandum of Agreement
<b>FPCON</b> Force Protection Condition	<b>MOS</b> Military occupational Specialty
<b>GIS</b> Geography Information System	<b>MOU</b> Memorandum of Understanding

**MP**  
Military Police

**MPPEH**  
Material Potentially Presenting an Explosive Hazard

**MRE**  
Meal, Ready to eat

**MSCoE**  
Maneuver Support Center of Excellence

**MWR**  
Morale, Welfare, and Recreation

**NAR**  
Notice of Ammunition Reclassification

**NAVFAC**  
Naval Facilities

**NCO**  
Noncommissioned Officer

**NEW**  
Net Explosive Weight

**NRH**  
Nonflammable Ration Heater

**NSN**  
National stock Number

**OB**  
Open Burning

**OD**  
Open Detonation

**OF**  
Optional Form

**OPORD**  
Operation Order

**PAO**  
Public Affairs Office

**SOP**  
Standard of Operation Procedure

**PAM**  
Pamphlet

**PES**  
Potential Explosives Site

**PMO**  
Provost Marshal's Office

**POC**  
Point of Contact

**PPE**  
Personal Protective Equipment

**QASAS**  
Quality Assurance Specialist Ammunition Surveillance

**Q-D**  
Quantity-distance

**RC**  
Reserve Component

**RDT&E**  
Research Development, Test, and Evaluation

**RI**  
Receipt Inspections

**ROTC**  
Reserve Officer Training Corps

**RPMP**  
Real Property Master Planning

**RPPB**  
Real Property planning Board

**SC**  
Senior Commander

**SDZ**  
Surface Danger Zone

**SO**  
Safety Officer

**USATCES**  
United States Army Technical Center for Explosives Safety

**TAMIS**  
Total Ammunition Management Information  
System

**TRADOC**  
Training and Doctrine Command

**USAG-FLW**  
U.S. Army Garrison-Fort Leonard Wood

**UXO**  
Unexploded Ordinance

**WDZ**  
Weapon D

## **Section II. Special Terms.**

**Amnesty:** Amnesty is for the recovery of AE assets that were once accounted for under control of a unit and were not returned as part of that units live turn in to the ASP. Items considered to be amnesty must have had a known history.

**Damage-in-transit (DIT) inspections:** A visual inspection of packaging conducted at the time of receipt from off installation.

**Found on installation:** These are assets that have not been utilized, are then found, but have no identifiable owner. Types, packaging, and quantities may vary.

**Limited quantities:** The minimum amount of ammunition required to support operational missions (for example, security guard forces and military police) or the immediate training requirements of the unit owning the facility. For HD 1.2.2 this may not exceed 50 pounds NEW and for HD 1.3 this may not exceed 100 pounds NEW. HD 1.4 will be listed as mission essential quantities (MEQ).

**Periodic inspection (PI):** A sampling of material and packaging done in intervals depending on the type of material to assure no degradation in storage.

**Receipt inspection (RI):** An inspection of material received from units. This requires 100 percent inspection of all rounds in unsealed packages.

**Unexploded ordnance (UXO):** These are items that were at one point fired and failed, or fired, but the complete explosive train did not initiate leaving residual explosive material intact. An example of UXOs would be fragmentation grenades that were properly thrown but failed to detonate. Another example would be a 40mm high explosive (HE) projectile that fired down range but failed to detonate.

## Summary of Changes

FLW Reg 385-64, Explosives Safety Management Program (ESMP).

FLW Reg 385-64, dated 18 June 2020 has undergone minor changes.

- Revises the Explosive licensing review and signature requirements, to be conducted by the Garrison Commander or their representative.
- Process for more stringent modifications to the ASP turn-in process for residue and what happens if live rounds of ammunition are turned in.
- Changes the chairperson of the Explosive Safety Working Group (ESWG).
- The requirement for the co-location of the Garrison and MSCoE safety functions.
- Corrects the Explosive License to read Explosives Storage License to match the DA Pam 385-64 verbiage.
- Expands the annual requirements and documents that need to be on hand for Explosive Storage Licensed areas.
- Clarifying the DD form 626 requirements.
- Changed the local explosive safety training/certification process.
- Changed Master planners to DPW instead of DPTMS.
- FLW SO Director to MSCoE SO.
- Deleted the entire G-4 responsibilities section.

**NOTE:** The records management requirement for all record numbers, associated forms, and reports required by this publication are addressed in the Records Retention Schedule–Army (RRS–A). Detailed information for all related record numbers, forms, and reports are located in Army Records Information Management System (ARIMS)/RRS–A at <https://www.arims.army.mil>. If any record numbers, forms, and reports are not current, addressed, and/or published correctly in ARIMS/RRS–A, see DA Pam 25–403 for guidance.