



UNITED STATES MARINE CORPS
MARINE CORPS BASE
QUANTICO, VIRGINIA 22134-5001

MCBO 8023.2A
B 212
3 Mar 06

MARINE CORPS BASE ORDER 8023.2A

From: Commander
To: Distribution List

Subj: QUALIFICATION AND CERTIFICATION BOARD FOR CLASS V (W) GROUND
AMMUNITION AND EXPLOSIVES PERSONNEL

Ref: (a) MCO 8023.3A

Encl: (1) Qualification and Certification Duties and General
Procedures

1. Purpose. To designate membership, outline functions, general duties, and procedures for the Ground Ammunition Qualification and Certification Board.

2. Cancellation. MCBO 8023.2.

3. Information

a. The Ground Ammunition Qualification and Certification Board is established to certify personnel for storage, handling, and transportation of ammunition and explosives. The board will also serve as an advisory panel to the Comdr MCB in all matters related to ground ammunition qualification and certification. The board is comprised of the following members:

(1) Officer in Charge, Ammunition Supply Point, joint chairperson;

(2) Officer in Charge, Explosive Ordnance Disposal, joint chairperson;

(3) Staff Noncommissioned Officer in Charge, Ammunition Supply Point, board member;

(4) Storage Chief, Ammunition Supply Point, board member (recorder);

(5) Ammunition Chief, 8th & I, board member;

(6) Ammunition Chief, Weapons Training Battalion, board member;

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(7) Kennel Master, Marine Helicopter Squadron-1, board member;

(8) Kennel Master, Security Battalion, board member; and

(9) Explosive Safety Officer, Safety Division, safety representative.

b. Duties and general procedures of the board are set forth in the enclosure.

4. Action. The Ground Ammunition Qualification and Certification Board will:

a. Act per this order, the reference, and guidance from the Comdr MCB.

b. Submit recommendations to the Comdr MCB (B 212) for any matters affecting the composition of the board or administration of this program.



J. W. LUKEMAN
Chief of Staff

DISTRIBUTION: A

Copy to: Board Members

QUALIFICATION AND CERTIFICATION DUTIES AND GENERAL PROCEDURES

1. Purpose. To establish the guidelines by which the MCB Quantico, Ground Ammunition Qualification and Certification Board will function.

2. Background

a. MCO 8023.3A established a standard Qualification and Certification Program for class V ammunition and explosives.

b. MCO 8023.3A also identifies the certification board chairperson to be either:

(1) An Ammunition Officer (MOS 2340) for those boards certifying ammunition personnel.

(2) An Explosive Ordnance Disposal (EOD) Officer (MOS 2305) for those boards certifying EOD personnel.

c. Due to the relative small size of the MCB Quantico Ground Ammunition Qualification and Certification Program, a joint chairman format was determined to be best suited for MCB Quantico.

3. Duties of the Chairpersons

a. Designate the time and place of board meetings. Meetings will be held periodically, as warranted, to review qualifications of individuals assigned to the Ground Ammunition Qualification and Certification Program and to discuss changes in the Ground Ammunition Qualification and Certification Program.

b. Brief the Comdr MCB on board actions as required to keep the commander abreast of significant events.

c. Certify those personnel who have demonstrated the required prerequisites with the appropriate qualifications.

d. Review proposed courses of instruction and make appropriate recommendations.

4. Duties of the Members

a. Brief the chairpersons on matters pertinent to each individual submitted to the board for certification.

b. Ensure all documentation submitted to the board is accurate and complete.

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c. Make recommendations to the chairpersons regarding individual certification and as necessary any other matters affecting the administration of the board or its composition.

5. Duties of the Recorder

a. Recommend convening dates, to the chairpersons, based on lead-time required for the preparation and timely submission of qualification and certification packages.

b. Prepare agenda and notify all members of the convening date.

c. Maintain records of the board and its proceedings.