

## Certification for DoD Personnel

### STEP 1:

The primary requirement to become certified as an OIC/RSO is to complete the USMC Range Safety Course (RTAMRSOCAA) on MarineNet and successfully complete the proctored exam at the end of that course. Once complete, download and save your certificate as a PDF. Link on RMB website.

### STEP 2:

Upon completion of the USMC Range Safety Course, you are next required to complete the MCB Quantico Installation OIC/RSO course. The brief is hosted on MilSuite and is DoD CAC enabled. Once complete, download and save your certificate as a PDF. Link on RMB website.

Email a copy of your USMC Range Safety Course and MCB Quantico OIC/RSO Course certificates to POC's listed in the brief.

Download MCBO 3570.1A and any SOP's you may need to your personal electronic devices. Range Control is going paperless. Range and Training Area SOP's are on the RMB website <EXPLORE THE RANGES>

Contact Range Control Scheduling for details. (703) 784-5502 or 5507

## Certification for DoD Personnel

### STEP 3:

After completing both Range Safety Courses and emailing your certificates, the last step is to be appointed in writing by your unit Commander. This Appointment Letter gives Range Management Branch the confidence that the OIC is knowledgeable and the RSO is qualified in the weapon systems and ammunition they will be responsible for while training in the Quantico RTA. Email signed letter to Range Safety Specialist listed in Non-Dod Step 1. Template on RMB Website.

### MarineNet Courses

#### Range Safety – RTAMRSOCAA

This course will serve as the primary method to certify Basic Level Officers-in-charge (OIC) and Range Safety Officers (RSO) within the Marine Corps. Course must be successfully completed prior to receiving local/regional range safety training and certification as a live fire Range Safety Officer or Officer-in-charge.

#### Range Laser Safety – RTAMLRSOAA

The Range Laser Safety course serves as a primary method to certify Laser Range Safety Officers (LRSO) for Range Laser Operations in the Marine Corps. The lesson focuses on the cognitive skills and knowledge base that a LRSO needs to safely and correctly supervise range laser operations for live-fire training events.

## RANGE MANAGEMENT BRANCH

### OIC & RSO Certification



In order to become certified as an Officer in Charge (OIC) or Range Safety Officer (RSO) for Marine Corps Base Quantico, Marine Corps and Base Regulations mandate the completion of essential training in range safety, policy and procedures, and range and training area regulations specific to the installation.

Information, SOP's, MCBO 3570.1A, and Appointment Letter can be downloaded from the RMB Website.

<http://www.quantico.marines.mil/Offices-Staff/G-3-Operations/Range-Management-Branch/OIC-RSO-Qualification/>

## Certification for Non-DoD Personnel

### STEP 1:

The primary requirement to become certified as an OIC/RSO is to complete the USMC Range Safety Course (RTAMRSOCAA) on MarineNet and successfully complete the proctored exam at the end of that course. Once complete, download and save your certificate as a PDF. Link on RMB website.

All Non-DoD personnel must go to MarineNet and request an account in order to complete this requirement.

PRIOR TO requesting the MarineNet account, send an email to the POC below with your name, organization, and reason for the request.

When prompted to list a "sponsor" complete the action and use:  
Martin Dankanich, Range Safety Specialist  
<[martin.w.dankanich@usmc.mil](mailto:martin.w.dankanich@usmc.mil)>  
703-432-6552

Any additional issues contact Mr. Dankanich directly.

## Certification for Non-DoD Personnel

### STEP 2:

Upon completion of the USMC Range Safety Course, you are next required to attend the MCB Quantico Installation OIC/RSO brief. The brief is held according to the schedule on the RMB website.

Attendees MUST BRING the following to the brief:

- Copy of USMC Range Safety Course certificate
- Copy of the MCB Quantico Installation OIC/RCO brief. Link on RMB website.
- Copy of MCBO 3570.1A and any SOP's you may need downloaded to your personal electronic devices. Range Control is going paperless. Range and Training Area SOP's are on the RMB website <EXPLORE THE RANGES>

Contact Range Control Scheduling for details. (703) 784-5502 or 5507

### STEP 3:

After completing both Range Safety Courses and emailing your certificates, the last step is to be appointed in writing by your unit Commander. This Appointment Letter gives Range Management Branch the confidence that the OIC is knowledgeable and the RSO is qualified in the weapon systems and ammunition they will be responsible for while training in the Quantico RTA. Email signed letter to Range Safety Specialist listed in Non-Dod Step 1. Template on RMB Website.

## How to get a Proctor for the MarineNet Exam

- ALL units are encouraged to have their own Proctors who can administer the exam at the end of the Range Safety Course. Proctor Certification is done through MarineNet.
- Unit personnel can take the MarineNet Proctor Certification Course - MNET0110PC and certify a unit Proctor
- Personnel may use the MCB Quantico Learning Resource Center (LRC) to proctor and administer the exam for the Range Safety Course.
- Learning Resource Center  
Bldg 2006, Rm 332  
Hawkins Ave  
Quantico, VA 22134  
703-784-4288  
703-789-1087  
POC: Marcus Goodwin  
Hours: 0800 – 1600 Mon-Fri  
Proctor cutoff at 1400  
12 person occupancy  
Call a day or two prior to check availability or to schedule
- You can also contact the Range Safety Specialist or the Scheduling Office at 703-784-5502 for assistance.

<https://www.marinenet.usmc.mil/MarineNet/SSOlogin.aspx>