



Tailored Evaluation Guides

These evaluation guides cannot hope to, nor are they intended to be all inclusive of explosives safety regulations. They are intended to help activities navigate the many regulations that mitigate the risk of a mishap while handling explosives. Managers and handlers alike should be thoroughly familiar with all references and regulations that impact explosives operations.



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Program 1: ES Administration/Management

Element 03 -Emergency Management/Fire Plans/Maps

<u>ID#</u>	<u>Evaluation Question</u>	<u>Reference(s)</u>	<u>Chpt</u>	<u>Paragraph</u>	
10305	Is the Activity/Commands Fire Bill posted conspicuously throughout the Activity/Commands, including the magazine area, and are the Fire Bills reviewed/updated semiannually?	NAVSEA OP 5 Vol 1	4	4-3.1.1	[]Yes []No []N/A

Element 04 - Safety Equipment/Fire Protection

<u>ID#</u>	<u>Evaluation Question</u>	<u>Reference(s)</u>	<u>Chpt</u>	<u>Paragraph</u>	
10406	Is fire protection/fire fighting equipment in good order and inspected at the correct periodicity?	NAVSEA OP 5 Vol 1	4	4-1.5	[]Yes []No []N/A
10407	Does the installed fire protection/fire fighting equipment meet the requirements for the material stored/processed therein?	NAVSEA OP 5 Vol 1	4	4-3.6, 4-3.9	[]Yes []No []N/A
10408	Is the "no articles of adornment" rule enforced in locations where explosive materials are exposed, equipment is being operated or where material is being physically handled?	NAVSEA OP 5 Vol 1	2	2-4.9.1	[]Yes []No []N/A

Program 2: Facility Certification/Master Planning

Element 02 - Site Compliance

<u>ID#</u>	<u>Evaluation Question</u>	<u>Reference(s)</u>	<u>Chpt</u>	<u>Paragraph</u>	
20201	Have all Potential Explosion Sites (PESs) been assigned NAVFACENCOM building numbers if required? Is that number at least 6 inches high?	NAVSEA OP 5 Vol 1	8	8-8.1	[]Yes []No []N/A

Program 3: A&E Qualification/Certification

Element 06 - Non-Qual/Cert Training

<u>ID#</u>	<u>Evaluation Question</u>	<u>Reference(s)</u>	<u>Chpt</u>	<u>Paragraph</u>	
30601	Have all "Ammunition Handlers" (personnel other than Ammunition and EOD Technicians) listed on the NAVMC 11797 completed required web based training (AMMO-18, AMMO-45, AMMO-51)?	MCO 4400.201 Vol 7	4	040207	[]Yes []No []N/A



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Program 4: A&E Standard Operating Procedures

Element 01 - Development

<u>ID#</u>	<u>Evaluation Question</u>	<u>Reference(s)</u>	<u>Chpt</u>	<u>Paragraph</u>	
40101	Are all new SOPs and any major changes to existing SOPs maintained in accordance with the latest instruction?	MCO 5100.29C Vol 8	10	1002.A	[]Yes []No []N/A
40102	Do all activities have written standard operating procedures prior to starting operations involving ammunition or explosives (A&E)?	MCO 5100.29C Vol 8	10	1002	[]Yes []No []N/A
		NAVSEA OP 5 Vol 1	2	2-1.1	
40103	Did the development, review and validation of the SOP(s) take place prior to the Commanding Officer's (or designated representative) approval?	MCO 5100.29C Vol 8	10	1005.C.1, 1005.C.2	[]Yes []No []N/A
40105	Is the Operational Risk Management processes conducted, and are the results of hazard analysis/risk assessments used as a basis for developing the SOP? Are the results included as an element of the SOP?	MCO 5100.29C Vol 8	10	1005.G	[]Yes []No []N/A
40106	Do SOPs provide personnel with the procedures necessary to maintain physical security, accountability and disposition control of A&E, MPPEH, and/or MEC?	MCO 5100.29C Vol 8	10	1005.I.8	[]Yes []No []N/A
40107	Are supervisors overseeing the performance of SOP validations with the necessary workers/operators and other personnel to ensure complete understanding at all levels?	MCO 5100.29C Vol 8	10	1005.C.2.b	[]Yes []No []N/A
40108	Did supervisors and workers/operators, before initial use, conduct a validation of applicable sections of the SOP, or whenever there was a major change to the operation, process, or facility?	MCO 5100.29C Vol 8	10	1005.C.2	[]Yes []No []N/A
40109	Are validations documented, signed, and dated by personnel performing the validation?	MCO 5100.29C Vol 8	10	1005.C.2.c	[]Yes []No []N/A
40110	Are SOPs reviewed prior to initial use by personnel responsible for the technical requirements?	MCO 5100.29C Vol 8	10	1005.C.1.a.1	[]Yes []No []N/A
40111	Are SOPs reviewed by personnel who are responsible for support of the process in accordance with sections of the SOP, including mishap responses?	MCO 5100.29C Vol 8	10	1005.C.1.a.2	[]Yes []No []N/A



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40112	Are SOPs reviewed by occupational safety and health, medical (e.g., industrial hygiene), and environmental personnel (if the process involves or may potentially involve any applicable procedures)?	MCO 5100.29C Vol 8	10	1005.C.1.a.3	[]Yes []No []N/A
40113	Are SOPs reviewed by the designated host command ESO and/or tenant ESO (if formal host/tenant agreement is in place)?	MCO 5100.29C Vol 8	10	1005.C.1.a.4	[]Yes []No []N/A
		NAVSEA OP 5 Vol 1	1	1-4.4.1.e	
40115	Does the activity have required SOPs that cover A&E handling, storage, and transportation operations not conducted in accordance with technical directives, approved checklists, or Field Manuals (i.e. Storage, Issue/Receipt, Assembly Area, Container Operations, Pier Operations, VERTREP etc.) where applicable?	MCO 5100.29C Vol 8		1002.a	[]Yes []No []N/A

Element 02 - SOP Content Requirements

ID#	Evaluation Question	Reference(s)	Chpt	Paragraph	
40201	Does the SOP contain a Title Page that includes a unique copy control number for SOP tracking and version control?	MCO 5100.29C Vol 8	10	1005.A	[]Yes []No []N/A
40202	Does the SOP contain a Record of Changes?	MCO 5100.29C Vol 8	10	1005.B	[]Yes []No []N/A
40203	Does the SOP contain a Record of review, validation, and approval which provides signatures and dates of person(s) who developed, reviewed, validated, and approved the SOP?	MCO 5100.29C Vol 8	10	1005.C	[]Yes []No []N/A
40204	Does the SOP contain a Table of Contents?	MCO 5100.29C Vol 8	10	1005.D	[]Yes []No []N/A
40205	Does the SOP contain a the Supervisor's Statement with areas for signature and date?	MCO 5100.29C Vol 8	10	1005.E.1	[]Yes []No []N/A
40206	Does the SOP contain a the Worker's Statement with signatures and dates for the worker and supervisor?	MCO 5100.29C Vol 8	10	1005.E.2	[]Yes []No []N/A
40207	Does the SOP contain a List of all applicable references?	MCO 5100.29C Vol 8	10	1005.F	[]Yes []No []N/A



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40208	Does the SOP contain the hazard analysis/risk assessment?	MCO 5100.29C Vol 8	10	1005.G	[]Yes []No []N/A
40209	Does the SOP contain a Hazard control brief?	MCO 5100.29C Vol 8	10	1005.H	[]Yes []No []N/A
40210	Does the SOP contain a Clear and concise Step-by-Step procedures?	MCO 5100.29C Vol 8	10	1005.I	[]Yes []No []N/A
40211	Does the SOP contain Building or site diagram and/or processing diagram if applicable?	MCO 5100.29C Vol 8	10	1005.J	[]Yes []No []N/A
40212	Does the SOP contain a listing of equipment and supplies (including approved tools, special tools and equipment and supplies) and safety equipment that includes PPE?	MCO 5100.29C Vol 8	10	1005.K	[]Yes []No []N/A
40213	Does the SOP contain Emergency Procedures?	MCO 5100.29C Vol 8	10	1005.L	[]Yes []No []N/A

Element 03 - Review Process

<u>ID#</u>	<u>Evaluation Question</u>	<u>Reference(s)</u>	<u>Chpt</u>	<u>Paragraph</u>	
40301	Are SOPs reviewed annually with the date documented?	MCO 5100.29C Vol 8	10	1005.C.4	[]Yes []No []N/A
40302	Are changes documented and significant changes to procedures reviewed, validated, and approved?	MCO 5100.29C Vol 8	10	1005.C.5	[]Yes []No []N/A
40303	After expiration (four years from the date of approval), are SOPs reviewed by all applicable personnel, and contain new approval signatures prior to reissue?	MCO 5100.29C Vol 8	10	1005.C.6	[]Yes []No []N/A
40304	Are contractors reviewing SOPs using a similar chain of contractor personnel with a similar scope of authority?	MCO 5100.29C Vol 8	10	1005.C.1.b	[]Yes []No []N/A
40305	Have all workers/operators and supervisors reviewed and signed the Worker/Operator and Supervisor Statements signifying that they are authorized to work under the SOP or that they are qualified with up-to-date training?	MCO 5100.29C Vol 8	10	1005.e	[]Yes []No []N/A

Element 04 - Implementation

<u>ID#</u>	<u>Evaluation Question</u>	<u>Reference(s)</u>	<u>Chpt</u>	<u>Paragraph</u>	
40401	Are SOPs and applicable reference publications kept in the work area with the procedures readily available for use by workers/operators performing the process?	MCO 5100.29C Vol 8	10	1002.B	[]Yes []No []N/A



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40402	Are the hazard analysis results a permanent part of the SOP?	MCO 5100.29C Vol 8	10	1005.H.1	[]Yes []No []N/A
40403	Are hazard control briefs prepared taking into account the results of the hazard analysis and risk assessment?	MCO 5100.29C Vol 8	10	1005.H.1	[]Yes []No []N/A
40404	Are hazard control briefs given to all workers/employees using the SOP prior to initial use? Is the brief given to all visitors and other transients/observers to the A&E, MPPEH or MEC location(s) when required?	MCO 5100.29C Vol 8	10	1005.H.1	[]Yes []No []N/A
40406	Do hazard control briefings cover hazardous materials used, consumed, or produced in the process?	MCO 5100.29C Vol 8	10	1005.H.2.a	[]Yes []No []N/A
40407	Do hazard control briefings cover ways in which exposure to hazards and hazardous materials are avoided or minimized?	MCO 5100.29C Vol 8	10	1005.H.2.b	[]Yes []No []N/A
40408	Do hazard control briefings cover signs of unacceptable exposure to the worker/supervisor/visitor, or damage to the equipment, from hazardous materials being processed?	MCO 5100.29C Vol 8	10	1005.H.2.c	[]Yes []No []N/A
40409	Do hazard control briefings cover first aid or other action to be taken immediately should exposure occur?	MCO 5100.29C Vol 8	10	1005.H.2.d	[]Yes []No []N/A
40410	Do hazard control briefings cover hazard analysis results?	MCO 5100.29C Vol 8	10	1005.H.2.e	[]Yes []No []N/A
40411	Do diagrams include the location of safety related items such as fire extinguishers, fire suppression systems, eye wash stations, etc. Do they illustrate explosive and personnel limits, evacuation routes, and emergency exits?	MCO 5100.29C Vol 8	10	1005.J.1.a	[]Yes []No []N/A
40412	Are applicable compensatory measure contained in site approvals that affect the operation or operating/storage locations involved with the process contained in the SOP?	MCO 5100.29C Vol 8	10	1005.I.6	[]Yes []No []N/A

Program 5: A&E Facilities

Element 01 - General A&E Facilities (Mags/RSLs/OBs/RFIs)

<u>ID#</u>	<u>Evaluation Question</u>	<u>Reference(s)</u>	<u>Chpt</u>	<u>Paragraph</u>	
50101	Where different types of A&E are stored together, is storage compatibility maintained?	NAVSEA OP 5 Vol 1	3	3-9, Table 3-10	[]Yes []No []N/A
50105	Is A&E stacked in such a manner as to ensure against toppling or collapse of the stack?	NAVSEA OP 5 Vol 1	11	11-2.6.2	[]Yes []No []N/A



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50106	Is suitable metal dunnage used to support stacked ammunition containers and is dunnage used to raise stacks one-inch off the floor? Are empty/excess wooden pallets removed?	NAVSEA OP 5 Vol 1	11	11-2.6.2.a	[]Yes []No []N/A
50111	Are small arms ammunition stored and stacked according to type and lot number so the manufacturer, lot, caliber, grade, and quantity can be readily seen?	NAVSEA OP 5 Vol 1	11	11-8.5.3	[]Yes []No []N/A
50112	Are empty container requirements being met?	NAVSEA OP 5 Vol 1	11	11-1.5	[]Yes []No []N/A
50113	Are magazines/magazine areas inspected prior to initial use/reuse after being empty, and periodically while in use?	NAVSEA OP 5 Vol 1	11	11-9.1	[]Yes []No []N/A
50114	Are correct fire division, chemical hazard or fire direction symbols posted outside hazardous materials storage sites?	NAVSEA OP 5 Vol 1	4	4-4.2.9, Figures 4-3 thru Figure 4-5, Tables 4-1 thru Table 4-3	[]Yes []No []N/A
50115	Is the quantity of A&E stowed within authorized limits?	NAVSEA OP 5 Vol 1	11	11-2.2.2	[]Yes []No []N/A
50116	Are explosive limit signs posted/painted (indicating maximum authorized quantity of explosives permitted by class and division) in all storage locations and related areas? For storage locations that include C/D 1.2.1 or 1.2.3 is an MCE weight posted?	NAVSEA OP 5 Vol 1	7	7-4.4, 7-4.4.2.1, 7-4.4.3.2	[]Yes []No []N/A
50119	Are A&E containers clean, dry, and properly marked before being stowed? Are all containers closed and securely fastened?	NAVSEA OP 5 Vol 1	11	11-1.4.1	[]Yes []No []N/A
50121	Are flame or spark producing devices prohibited in or around potential explosion sites? Where smoking is allowed are the areas designated and do they meet the requirements of NAVSEA OP 5?	NAVSEA OP 5 Vol 1	2	2-4.9.5, 4-1.6.1 thru 4-1.6.3	[]Yes []No []N/A
50123	Are general safety precautions posted or listed in current SOP? Are specific safety precautions posted?	NAVSEA OP 5 Vol 1	11	11-2.7.2	[]Yes []No []N/A
50137	Is rough handling of A&E observed?	NAVSEA OP 5 Vol 1	10	10-1.1.1	[]Yes []No []N/A
50138	Are privately owned vehicles parked at appropriate distances from potential explosion sites?	NAVSEA OP 5 Vol 1	7	7-13.13	[]Yes []No []N/A
50139	Is a red flag displayed near the entrance of any building or location when work involving A&E is in progress?	NAVSEA OP 5 Vol 1	9	9-2.4.5, 11-3.3	[]Yes []No []N/A



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50141	Are aisles in buildings/ magazines containing ammunition and explosives kept clear, and is the path of travel from the door to the work place kept unobstructed? Are required aisle, wall, headwall and ceiling clearances maintained?	NAVSEA OP 5 Vol 1	2	2-1.5.2, 11-2.6.3	[]Yes []No []N/A
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50145	Is vegetation within 50 feet of any PES maintained at a height of no more than 18 inches to create a firebreak? Is vegetation within 300 feet of a Detonation Site removed?	NAVSEA OP 5 Vol 1	4	4-1.10, 13-3.2.1	[]Yes []No []N/A
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Element 02 - Operating Buildings

<u>ID#</u>	<u>Evaluation Question</u>	<u>Reference(s)</u>	<u>Chpt</u>	<u>Paragraph</u>	
50216	Are explosives limits posted at all locations where required?	NAVSEA OP 5 Vol 1	7	7-4.4, 7-4.4.1.2	[]Yes []No []N/A

Element 03 - A&E Physical Security

<u>ID#</u>	<u>Evaluation Question</u>	<u>Reference(s)</u>	<u>Chpt</u>	<u>Paragraph</u>	
50301	Are AA&E physical security surveys conducted annually?	MCO 5530.14A, ENCL 1	3	3001.5.a.2	[]Yes []No []N/A

50302	Do the AA&E physical security surveys include the required information outlined in MCO 5530.14A?	MCO 5530.14A, ENCL 1	8	8014.1 thru 8014.5	[]Yes []No []N/A
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50303	Are original, signed surveys (paper or electronic copies) maintained for three years?	MCO 5530.14A, ENCL 1	3	3001.5.12	[]Yes []No []N/A
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50304	Is a key control register containing all required information maintained to ensure accountability of keys? Are the registers maintained for at least three years?	MCO 5530.14A, ENCL 1		3005.6, Appendix G	[]Yes []No []N/A
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50305	Has an access control custodian been appointed in writing by the head of the functional area (e.g., department head, directorate, etc.)?	MCO 5530.14A, ENCL 1	3	3005.2	[]Yes []No []N/A
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50306	Does the access control custodian have unaccompanied access or a PIN to AA&E facilities?	MCO 5530.14A, ENCL 1	8	8010.1	[]Yes []No []N/A
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50307	Are all AA&E safe combinations changed annually or when personnel rotate?	MCO 5530.14A, ENCL 1	8	8010.1.d	[]Yes []No []N/A
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50308	Are all security locks, padlocks, and lock cores designated as high security rotated annually from one location to the another within the same level areas of protection?	MCO 5530.14A, ENCL 1	3	3005.4	[]Yes []No []N/A
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50309	Are personnel authorized access to AA&E keys designated in writing by the Commanding Officer?	MCO 5530.14A, ENCL 1	8	8010	[]Yes []No []N/A
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50311	Are keys to Category III and IV AA&E stored in containers of at least 12-gauge steel or equivalent?	MCO 5530.14A, ENCL 1	8	8010.3.b.2	[]Yes []No []N/A
50313	Has an access control custodian performed semiannual inventories of all keys and log accounts and retained those records for the last three years?	MCO 5530.14A, ENCL 1	3	3005.2, 3005.6.f	[]Yes []No []N/A
50314	Is a pass, badge, access roster or sign-in/out system used for restricted areas?	MCO 5530.14A, ENCL 1	8	8008.2	[]Yes []No []N/A
50315	Are visitor control logs or entry rosters used to track the ingress and egress of visitors and maintained for at least three years?	MCO 5530.14A, ENCL 1	8	8008.2.a	[]Yes []No []N/A
50316	Are areas containing risk category AA&E posted as restricted areas?	MCO 5530.14A, ENCL 1	8	8008.1.a	[]Yes []No []N/A
50317	Is an AA&E Screening Officer (commissioned officer, warrant officer, staff non-commissioned officer, or GS-9 and above) appointed by the Commanding Officer?	MCO 5530.14A, ENCL 1	8	8002.1.d.1	[]Yes []No []N/A
50318	Are keys to AA&E facilities maintained separately from all other racks, containers, and miscellaneous keys?	MCO 5530.14A, ENCL 1	8	8010.2	[]Yes []No []N/A
50320	Has a strict key and lock security and access control program been established?	MCO 5530.14A, ENCL 1	3	3005	[]Yes []No []N/A
50321	Are Arms, Ammunition, and Explosives (AA&E) screenings properly conducted and documented for all personnel involved in the custody, maintenance, disposal, distribution, or security of AA&E?	MCO 5530.14A, ENCL 1	8	8002.1	[]Yes []No []N/A
		MCO 5530.14A, ENCL 1	App I		

Element 04 - Armories & Ready For Issue (RFI)

ID#	Evaluation Question	Reference(s)	Chpt	Paragraph	
50406	Are clearing barrels placed at or near AA&E Facilities, guard facilities, RFI points, and ranges? Are they properly identified, serviceable, inspected and documented? Are clearing procedures for each applicable weapons system prominently displayed within the vicinity of the clearing barrel?	MCO 5100.29C Vol 8	2	0206	[]Yes []No []N/A
		MCO 5530.14A, ENCL 1	8	8000.15	



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Program 6: LPS/Grounding/Emissions Control

Element 02 - Grounding System Test Plan

ID#	Evaluation Question	Reference(s)	Chpt	Paragraph	
60210	Are ordnance ground systems visually inspected at least every six months and tested at least every 24 months?	NAVSEA OP 5 Vol 1	5	5-5.4.5.1, 5-5.4.5.2	[]Yes []No []N/A

Element 03 - Lightning Protection and Grounding Maintenance

ID#	Evaluation Question	Reference(s)	Chpt	Paragraph	
60306	Is fencing properly bonded/grounded to include pedestrian gates and gates where explosives loaded vehicles transit?	NAVSEA OP 5 Vol 1	6	6-6.3.2	[]Yes []No []N/A
60311	Are all metal masses to ordnance handling, operating and storage facilities considered for side flash, and are they properly grounded/bonded when required?	NAVSEA OP 5 Vol 1	6	6-6.3	[]Yes []No []N/A
60312	Are ground rods a minimum of 3/4-inch in diameter, copper or copper-clad steel, a minimum of 8ft in length, a minimum of 10 ft in the ground and a minimum of 2ft below grade unless in a test well (if in a test well the rod shall be a minimum of 10ft)?	NAVSEA OP 5 Vol 1	5	5-4.1.1.a thru 5-4.1.1.e	[]Yes []No []N/A
60316	Are commercially built, pre-engineered "portable" magazines/magazine groups properly grounded to provide 25 ohms or less ground resistance?	NAVSEA OP 5 Vol 1	6	6-8.2.2.1, 6-8.2.2.2	[]Yes []No []N/A
60317	Are all metal parts of magazines that pose a side-flash hazard properly bonded?	NAVSEA OP 5 Vol 1	6	6-6.3	[]Yes []No []N/A
60328	Has criteria been established for terminating A&E operations when required at the approach of a thunderstorm, and do the procedures allow for the termination of operations prior to a storm approaching within ten miles if required?	NAVSEA OP 5 Vol 1	6	6-10	[]Yes []No []N/A
60329	Are cables used to connect Ready Service Lockers to ground rods made of AWG No. 1/0 uninsulated copper with strands not less than AWG No. 17?	NAVSEA OP 5 Vol 1	5	5-4	[]Yes []No []N/A
60330	Are single portable magazines larger than 25 square feet grounded using a minimum of two separate ground rods, each placed in a different corner?	NAVSEA OP 5 Vol 1	6	6-8.2.2.1	[]Yes []No []N/A
60332	Are connector fittings attached so as to withstand a pull test of 200 pounds? Are the fittings of the bolted, welded, high-compression, or crimp type?	NAVSEA OP 5 Vol 1	4	4.12	[]Yes []No []N/A



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60333 Are all bonding connections and conductor splices unpainted? NAVSEA OP 5 Vol 1 8 8.5.4.4 []Yes []No []N/A

Program 7: Munition/Environmental

Element 02 -Operational Ranges

ID#	Evaluation Question	Reference(s)	Chpt	Paragraph	
70202	Do installation military munition expenditure records identify the expenditure of all military munitions including type, quantity, location, using unit, and estimated dud rate?	MCO 5090.2 Vol 21	3	030202.a	[]Yes []No []N/A
70203	Do installation operational range records contain all range clearance operations or EOD incidents conducted on or off operational ranges including military munitions type, quantity, and location?	MCO 5090.2 Vol 21	3	030202.b	[]Yes []No []N/A
70204	Do installation records include all coordinates of all areas known or suspected of containing UXO?	MCO 5090.2 Vol 21	3	030202.c	[]Yes []No []N/A
70205	If the range has a permanent ammunition storage facility, has this facility been properly sited?	MCO 5100.29C Vol 8	5	0504	[]Yes []No []N/A

Element 03 - MPPEH

ID#	Evaluation Question	Reference(s)	Chpt	Paragraph	
70301	Does the installation manage MPPEH in accordance with DoDI 4140.62 (MPPEH)?	MCO 5090.2 Vol 21	3	0305	[]Yes []No []N/A
70302	Does the installation ensure that MPPEH or MDEH is not transported or shipped over public transportation routes unless determined safe for transport?	MCO 5090.2 Vol 21	6	0612.b	[]Yes []No []N/A
70303	Does the installation ensure that explosive safety arcs for MPPEH collection points on active ranges remain within the operational range's impact area and associated safety buffer zone?	DESR 6055.09		V7.E6.3.2.2	[]Yes []No []N/A
70304	Does the installation ensure that explosives safety status of material to be transferred within or released from DoD has been established by either a 100% inspection and another 100% independent reinspection or processing by a DDESB approved means with an appropriate post-processing inspection?	MCO 5090.2 Vol 21	3	030504	[]Yes []No []N/A
70316	Does the installation maintain controlled access to areas used to hold MDAS?	MCO 5100.29C Vol 8	6	0613	[]Yes []No []N/A

NAVSEA OP 5 Vol 1 13 13-15.4.1.6



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70317	Does the installation have a process in place to ensure the proper chain of custody for MDAS?	MCO 5090.2 Vol 21	3	030513	[]Yes []No []N/A
70318	Are adequate controls and documented procedures in place to prevent commingling of MPPEH, MDAS, and MDEH?	MCO 5100.29C Vol 8	6	0611.a	[]Yes []No []N/A
		NAVSEA OP 5 Vol 1	13	13-15.6.1	
70320	Does the installation ensure that personnel who inspect, process, or document MPPEH shall be trained in: -Recognition and safe handling of used and unused military munitions and specific types of MPPEH. -Demilitarization and trade security controls and procedures that apply to MPPEH, MDEH, and MDAS that is to be released from DoD control. -Identification, management and processing requirements that may apply to specific types of MPPEH or MDEH.	MCO 5090.2 Vol 21	3	030507	[]Yes []No []N/A
70335	Does the installation ensure that containers and holding areas for material being processed are secured and clearly marked as to the hazard, if any exists, and that the inspection reinspection documentation is present?	MCO 5090.2 Vol 21	3	030510	[]Yes []No []N/A
70342	Does the installation ensure that locations used to store expended small arms brass is covered or stored in closed containers to prevent exposure to or the collection of precipitation?	NAVSEA OP 5 Vol 1	13	13-15.3.9	[]Yes []No []N/A
70349	Does the installation ensure that empty ammunition/weapon containers are managed as MPPEH until certified as safe?	MCO 5100.29C Vol 8	6	0610	[]Yes []No []N/A
		NAVSEA OP 5 Vol 1	13	13-15.10	
70350	Does the activity retain legible copies of all documents supporting the explosives safety status of the material as MDAS or MDEH for a minimum of three years?	NAVSEA OP 5 Vol 1	13	13-15.5.3	[]Yes []No []N/A
70351	Is all MPPEH certified as MDAS prior to being taken off the range or point of use?	MCO 5100.29C Vol 8	6	0606.a	[]Yes []No []N/A
70352	Does the activity have written procedures for MPPEH operations covering management, assessment, and documentation requirements?	NAVSEA OP 5 Vol 1	13	13-15.2.4	[]Yes []No []N/A



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70354	Is brass from training events turned in to QRP within 10 working days? Is the caliber and cumulative weight per training event annotated on the DD 1348-1 and retained on file for 10 years?	MCO 4400.201 Vol 7	8	080202	[]Yes []No []N/A
70355	Are personnel who are authorized to inspect MPPEH and document the explosives safety status designated in writing by the CO or responsible individual? Does the letter identify the type of MPPEH the individuals are authorized to inspect and include sample signatures?	MCO 5100.29C Vol 8	6	0606.c	[]Yes []No []N/A
70356	Is MDAS certified by a 1348-1A or local form as authorized by the CO? Does the certification identify the material type and contain dual signatures?	MCO 5100.29C Vol 8	6	0607.b	[]Yes []No []N/A
	Is MDAS certified by a 1348-1A or local form as authorized by the CO? Does the certification identify the material type and contain dual signatures?	MCO 5100.29C Vol 8	6	0607.b	[]Yes []No []N/A

Program 8: AA&E Transportation & Equipment

Element 01 - Motor Vehicle Transportation

<u>ID#</u>	<u>Evaluation Question</u>	<u>Reference(s)</u>	<u>Chpt</u>	<u>Paragraph</u>	
80101	Are vehicles used to transport ammunition, explosives and related hazardous material the correct type?	NAVSEA OP 5 Vol 1	12	12-6.3.1	[]Yes []No []N/A
80103	Are containers properly secured to prevent shifting during transport?	NAVSEA SW020-AF-HBK-010	4	4-5.8	[]Yes []No []N/A
80105	Have persons who certify HAZMAT on shipping papers (i.e., Forms DD Form 2890, Figure 204-11, DOT mandated forms, BL, CBL, and Shipper's Declaration for Dangerous Goods) by any mode of transportation, military or commercial, with the exception of technical specialists (Ammunition Technicians), successfully completed an initial 80-hour classroom certification course from one of the DoD-approved schools?	DTR 4500.9 Part II, Chap 204		D.1.B	[]Yes []No []N/A
80114	Are vehicles used for the transportation of AA&E on-station inspected prior to use?	NAVSEA OP 5 Vol 1	12	12-6.4.1.b	[]Yes []No []N/A
		NAVSEA SW023-AG-WHM-010	2	2-5	



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80126 Do DON explosives drivers keep an up-to-date copy “Glove Box” edition of NAVSEA SW020-AF-HBK-010 in DON owned motor vehicles at all times when transporting ammunition, explosives and related hazardous materials?	NAVSEA SW020-AF-HBK-010	1	1-1	[]Yes []No []N/A
	NAVSEA SW020-AF-HBK-010 Glove Box Edition			
80133 Do all military, DON Civilian, and contract personnel assigned as explosives motor vehicle operators and explosives handlers have the appropriate special duty certification examinations completed at the required periodicity ((2 years for Motor Vehicle Operator (720) and no longer than 5 years for Explosives Handlers (721)))?	NAVMED P-117 Article 15-107	15	2, 3	[]Yes []No []N/A
80134 Are Military explosives drivers at least 18 years of age or older to operate motor vehicles transporting AA&E on and off-station?	DTR 4500.9 Part II, Chap 204		B.3.B.1.A	[]Yes []No []N/A
80135 Have all drivers of explosives laden vehicles met the following requirements: • Ammunition and Explosives Driver 12-Hour Training Course with 4-hour refresher every 2 years • Possess an OF 346 with the following verbiage: Explosives Driver - Must Hold a Current Medical Certificate	NAVSEA OP 5 Vol 1	App D	D-3.i	[]Yes []No []N/A
	NAVSEA SW020-AF-HBK-010	2	2-2.d, 2-2.e	[]Yes []No []N/A
80136 Are all on-base explosives drivers government vehicle operator Identification Card Form 346 annotated with the verbiage “VALID FOR USE ON BASE ONLY”?	NAVSEA SW020-AF-HBK-010	2	Table 2-1 Note3	[]Yes []No []N/A
80137 Are explosives AA&E drivers Government Vehicle Operator’s Identification Card Form 346 issued for no more than two years for non-tactical vehicles and eight years for tactical vehicles?	MCO 11240.118A, Enclosure 1		5.c.1.a	[]Yes []No []N/A
	NAVSEA SW020-AF-HBK-010	3	3-2.1	
80139 Are wheels chocked and brakes set when cargo is being loaded or unloaded from a truck, trailer, or cargo container on a chassis or trailer? Are only approved chocks utilized?	NAVSEA OP 5 Vol 1	12	12-6.5.1	[]Yes []No []N/A



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Program 10: A&E Inventory Management

Element 5 - Class V(W) Inventory Management/Accuracy

<u>ID#</u>	<u>Evaluation Question</u>	<u>Reference(s)</u>	<u>Chpt</u>	<u>Paragraph</u>	
100532	Are Magazine Data Cards (NAVMC 10765A) used for each ammunition lot number stored at the supporting activity (ASP)? Do the Magazine Data Cards reflect the correct color and are they accurate?	MCO 4400.201 Vol 7	11	1103	[]Yes []No []N/A
100533	Is accountability and inventory supporting documentation retained for 10 years (three years active and seven years archived)?	MCO 4400.201 Vol 7	3	030402.d	[]Yes []No []N/A