



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.



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

Program 1: ES Administration/Management

Element 01 - Explosives Safety Management

<u>ID#</u>	<u>Evaluation Question</u>	<u>Reference(s)</u>	<u>Chpt</u>	<u>Paragraph</u>	
10106	Does the Activity/Command conducting ammunition or explosives operations have on file an up-to-date set of ordnance publications, technical manuals, safety manuals, instructions, and other pertinent data that cover all ordnance material, ammunition and ammunition components applicable to that activity?	MCO 5100.29C Vol 8	9	0904	[]Yes []No []N/A
		NAVSEA OP 5 Vol 1	1	1-5.2.1	
10114	Are all certified inert ordnance items properly identified and marked with a serial number containing the unit identification code (UIC) or reporting unit code (RUC) of the EOD unit where the item was certified inert, and a unique number?	MCO 5100.29C Vol 8	2	0205.B	[]Yes []No []N/A
		NAVSEA OP 5 Vol 1	2	2-1.4.7.c	
10115	Have ordnance items that have been rendered inert by removal of explosive material and used for museum displays, training or other purposes been properly certified as inert by Explosive Ordnance Disposal personnel? Are the minimum data requirements of the certification met?	MCO 5100.29C Vol 8	2	0205.a.5 thru 0205.a.7	[]Yes []No []N/A

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
10306	Does the General Fire Bill have the minimum required instructions in the event of a fire?	NAVSEA OP 5 Vol 1	4	4-3.1.1.a thru 4-3.1.1.1	[]Yes []No []N/A
10308	Does the Activity/Commands that store hazardous materials provide updates to the fire departments fire map?	NAVSEA OP 5 Vol 1	4	4-3.2	[]Yes []No []N/A



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

Element 04 - Safety Equipment/Fire Protection

<u>ID#</u>	<u>Evaluation Question</u>	<u>Reference(s)</u>	<u>Chpt</u>	<u>Paragraph</u>	
10403	Are deluge showers and eye wash fountains provided in areas where fuel/chemicals/acids and pyrotechnics are handled?	NAVSEA OP 5 Vol 1	8	8-3.2.4	[]Yes []No []N/A
10405	Is the required firefighting equipment available at all potential explosion sites during MHE operations?	NAVSEA OP 5 Vol 1	4	4-3.6.1	[]Yes []No []N/A
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

Element 05 - Explosives Safety Deviations

<u>ID#</u>	<u>Evaluation Question</u>	<u>Reference(s)</u>	<u>Chpt</u>	<u>Paragraph</u>	
10506	Are current storage authorizations on hand for the storage of all non-DoD munitions?	MCO 5100.29C Vol 8	3	0310	[]Yes []No []N/A

Element 07 - Explosives Safety Training

<u>ID#</u>	<u>Evaluation Question</u>	<u>Reference(s)</u>	<u>Chpt</u>	<u>Paragraph</u>	
10708	Have Unit/Tenant commanders (Regimental/Squadron or higher), having an explosives mission , appointed a unit Explosives Safety Representative (ESR)?	MCO 5100.29C Vol 8	8	0806	[]Yes []No []N/A



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

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 01 - Implementation

<u>ID#</u>	<u>Evaluation Question</u>	<u>Reference(s)</u>	<u>Chpt</u>	<u>Paragraph</u>	
30101	Is a QUAL/CERT Program in effect for all personnel working with Ammunition and Explosives?	MCO 8023.3D, ENCL 1	1	4.a thru 4.p	[]Yes []No []N/A

NAVSEA OP 5 Vol 1 2 2-3.2

Element 02 - Training

<u>ID#</u>	<u>Evaluation Question</u>	<u>Reference(s)</u>	<u>Chpt</u>	<u>Paragraph</u>	
30201	Has periodic training supporting all assigned family groups and work task codes (annually or semi-annually as applicable) been appropriately documented for personnel in the Class V(A) and Class V(W) Qualification Certification Program?	MCO 8023.3D, ENCL 1	1	13	[]Yes []No []N/A
		MCO 8023.3D, ENCL 1	2	11	
		MCO 8023.3D, ENCL 1	3	14	
30202	Does the unit operating a Class V(A) or V(W) Qualification Certification Program have a structured training program that supports the certification of qualified personnel?	MCO 8023.3D, ENCL 1	2	11	[]Yes []No []N/A
		MCO 8023.3D, ENCL 1	3	14	
30205	Have all employees (military/civilian) received mandatory A&E explosives safety training?	MCO 8023.3D, ENCL 1	1	13	[]Yes []No []N/A
		NAVSEA OP 5 Vol 1	2	2-3.3, Appendix D	



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

30206	Have all personnel that have not completed the 2311 or 6500 MOS formal training (military/civilian) received mandatory explosives safety training through AMMO-18 prior to being certified?	MCO 8023.3D, ENCL 1	2	10.a	[]Yes []No []N/A
-------	---	---------------------	---	------	---------------------

MCO 8023.3D, ENCL 1 3 10.a, 12.b

Element 03 - Qualification

<u>ID#</u>	<u>Evaluation Question</u>	<u>Reference(s)</u>	<u>Chpt</u>	<u>Paragraph</u>	
30301	Have all personnel engaged in explosives operations been certified by qualified medical personnel?	MCO 8023.3D, ENCL 1	1	5.b	[]Yes []No []N/A
		NAVSEA OP 5 Vol 1	2	2-3.1	
30303	Are personnel who hold a certification and fail to meet annual AA&E screening or periodic medical examination requirements decertified/suspended/revoked as applicable?	MCO 5530.14A, ENCL 1	App I		[]Yes []No []N/A
		MCO 8023.3D, ENCL 1	1	5.a	
		NAVSEA OP 5 Vol 1	2	2-3.1	
30304	Are personnel qualified at defined levels/work tasks as applicable?	MCO 8023.3D, ENCL 1	2	10	[]Yes []No []N/A
		MCO 8023.3D, ENCL 1	3	10	
30306	Are operators of pneumatic nail guns receiving a handler's safety summary brief prior to use?	MCO 8023.3D, ENCL 1	1	4.f	[]Yes []No []N/A
		NAVSEA OP 5 Vol 1	12	12-3.2.6.c	
30307	Are sufficient number of qualified/certified Board Members being maintained at all times?	MCO 8023.3D, ENCL 1	2	7	[]Yes []No []N/A
		MCO 8023.3D, ENCL 1	3	7	
30308	Are rank/grade waivers, as authorized, for Class V(A) and V(W) Board Members and qualification categories processed as required?	MCO 8023.3D, ENCL 1	2	7.d, 10.b	[]Yes []No []N/A



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

30308

MCO 8023.3D, ENCL 1 3 7.d, 10.b, 10.d

Element 04 - Certification

ID#	Evaluation Question	Reference(s)	Chpt	Paragraph	
30401	Is the Board Chair designated in writing or via ASM by the Commander?	MCO 8023.3D, ENCL 1	2	4.b	[]Yes []No []N/A
		MCO 8023.3D, ENCL 1	3	4.b	
30402	Are Certification Board Members designated in writing or via ASM by the Commander or Board Chairman when appropriately delegated (Class V (W) programs only)?	MCO 8023.3D, ENCL 1	2	4.b	[]Yes []No []N/A
		MCO 8023.3D, ENCL 1	3	4.b	
30404	If Board Member assignment of an individual in the grade of E-6 or higher or civilian equivalent is not possible, has a waiver been submitted to the approving authority via the chain of command?	MCO 8023.3D, ENCL 1	2	7.d	[]Yes []No []N/A
		MCO 8023.3D, ENCL 1	3	7.d	
30405	Are all Qualification Certification Program recommendations for certification made by board members who are certified in the same A&E, work task codes, and certification level for which they are recommending certification?	MCO 8023.3D, ENCL 1	2	7.b	[]Yes []No []N/A
		MCO 8023.3D, ENCL 1	3	7.b	
30407	Are certifications reviewed and signed by the Commander or Board Chairperson in conjunction with and at the same periodicity as the AA&E Screening?	MCO 8023.3D, ENCL 1	1	9.a	[]Yes []No []N/A

Element 05 - Qual/Cert Records

ID#	Evaluation Question	Reference(s)	Chpt	Paragraph	
30501	If manual record keeping practices for the V(W) Qualification Certification Program are used, were they authorized by COMMARCORSYSCOM?	MCO 8023.3D, ENCL 1	2	9	[]Yes []No []N/A



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

30502	When manual records are authorized and utilized, did the individual being certified sign the form where indicated to acknowledge their certification level?	MCO 8023.3D, ENCL 1	2	9	[]Yes []No []N/A
		MCO 8023.3D, ENCL 1	App A		
30503	When manual records are authorized and utilized, did the CO/Board Chair/Board Member sign and date the Qual/Cert form as the certifying official?	MCO 8023.3D, ENCL 1	2	9	[]Yes []No []N/A
		MCO 8023.3D, ENCL 1	App A		
30504	When manual records are authorized and utilized and the annual review is performed, did the individual being recertified and the certifying official sign and date the form?	MCO 8023.3D, ENCL 1	2	9	[]Yes []No []N/A
		MCO 8023.3D, ENCL 1	App A		
30505	Are certifications correctly maintained within ASM and eQual?	MCO 8023.3D, ENCL 1	2	9	[]Yes []No []N/A
		MCO 8023.3D, ENCL 1	3	9	

Element 06 - Non-Qual/Cert Training

ID#	Evaluation Question	Reference(s)	Chpt	Paragraph	
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

Program 4: A&E Standard Operating Procedures

Element 01 - Development

ID#	Evaluation Question	Reference(s)	Chpt	Paragraph	
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



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

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
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



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

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
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



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

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
40306	Are SOPs continuously reviewed to ensure that they are changed as necessary to reflect current procedures, and changes to reference documents?	MCO 5100.29C Vol 8	10	1004.a.3	[]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



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

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



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

Program 5: A&E Facilities

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

ID#	Evaluation Question	Reference(s)	Chpt	Paragraph	
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
50102	Has the storage of Non-DoD A&E, including commercial or foreign, been authorized by MARCORSSYSCOM?	NAVSEA OP 5 Vol 1	2	2-1.4.13	[]Yes []No []N/A
50103	For DoD-owned commercial, foreign, or unapproved A&E stored, have security risk categories and surveillance requirements been met?	DoDM 5100.76 MCO 5530.14A, ENCL 1	ENCL 6 App H		[]Yes []No []N/A
		NAVSEA OP 5 Vol 1	11	11-8.15.8.a, 11-8.15.8.h	
50104	Is A&E in open storage on dunnage and covered with waterproof coverings that are supported at least 12 inches above the material as well as around its edges?	NAVSEA OP 5 Vol 1	11	11-5.4	[]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
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
50107	Are loaded projectiles stored with fuze holes closed by approved fuzes or fuze hole plugs?	NAVSEA OP 5 Vol 1	11	11-8.4.1.k	[]Yes []No []N/A
50108	Is ammunition containing WP or PWP that is serviceable and ready for issue stored vertically with nose-ends up where temperatures of magazines might rise to 100° F?	NAVSEA OP 5 Vol 1	11	11-8.13.8	[]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



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

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
50117	Are only permitted operations conducted in magazines? Are they in accordance with an approved SOP?	NAVSEA OP 5 Vol 1	11	11-3.1.1	[]Yes []No []N/A
50118	Are partially filled containers of A&E marked "light box" if required?	NAVSEA OP 5 Vol 1	11	11-2.6.4	[]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
50120	Are damaged A&E containers being repaired prior to storage in magazines?	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
50122	Are magazines used for the purpose for which they were designed and assigned?	NAVSEA OP 5 Vol 1	11	11-2.1	[]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
50124	Are the flashlights and lanterns used in hazardous areas of an approved type?	NAVSEA OP 5 Vol 1	5	5-10.4.3	[]Yes []No []N/A
50125	Are inert materials (not components of, or directly support the use/storage of explosive material, and specifically identified in the SOP) being stored with A&E?	NAVSEA OP 5 Vol 1	11	11-2.2.g	[]Yes []No []N/A



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

50126	Are water-activated pyrotechnics stored separately? If stored with other pyrotechnics, are they marked to indicate that no water is to contact them?	NAVSEA OP 5 Vol 1	11	11-8.14.2	[]Yes []No []N/A
50127	Is bomb/bomb type ammunition checked for exudation, leakage of explosive material?	NAVSEA OP 5 Vol 1	11	11-9.3.6	[]Yes []No []N/A
50134	Are shipping ramps, docks and platforms (4-feet or more above adjacent floor) conspicuously painted or provided with properly placed side rails when used for loading or unloading A&E?	NAVSEA OP 5 Vol 1	8	8-4.4	[]Yes []No []N/A
50135	Are road systems serving magazines, operating buildings, or pier and wharf facilities arranged so that vehicles carrying explosives will not be isolated on dead-end roads in case of fire or explosion? Are they in good repair?	NAVSEA OP 5 Vol 1	8	8-7.1	[]Yes []No []N/A
50136	Are buildings and spaces kept clean at all times?	NAVSEA OP 5 Vol 1	2	2-1.5.1, 4-1.7	[]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
50140	Are authorized hand tools stored safely?	NAVSEA OP 5 Vol 1	2	2-1.5.4	[]Yes []No []N/A
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
50142	Are magazines that store red phosphorus (RP) mortars or rocket warheads ventilated for a minimum of 20 minutes prior to entering in order to reduce the potential for phosphine exposure (10 additional minutes for areas where temperature in storage routinely exceeds 100 degrees Fahrenheit) and are ventilation procedures contained in the appropriate SOP?	Ammo Info Notices 022-2021 (DTG 041935Z FEB 21) for RP mortars and 062-2020 (DTG 251935Z SEP 20) for rocket warheads.			[]Yes []No []N/A



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

50143	Is a minimum of 2 feet of earth cover maintained over the top of each earth covered magazine with a minimum slope of 1½ horizontal to 1 vertical (2 horizontal to 1 vertical for new construction)? Is the cover free of stones heavier than 10 pounds or larger than 6 inches in any dimension?	NAVSEA OP 5 Vol 1	8	8-2.5.5	[]Yes []No []N/A
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
50146	Do magazines containing Chemical Group C (white phosphorus) items have the required equipment and is that equipment serviced accordingly?	NAVSEA OP 5 Vol 1	11	11-8.13.6	[]Yes []No []N/A

Element 02 - Operating Buildings

<u>ID#</u>	<u>Evaluation Question</u>	<u>Reference(s)</u>	<u>Chpt</u>	<u>Paragraph</u>	
50208	Are flammable liquids (paints and solvents) properly stored?	NAVSEA OP 5 Vol 1	8	8-3.3.2	[]Yes []No []N/A
50214	Are there an adequate number of exits and are operations and equipment so arranged that all persons have unobstructed exit paths?	NAVSEA OP 5 Vol 1	8	8-3.1.5, 8-3.1.5.1, 8-3.1.5.3	[]Yes []No []N/A
50215	Do exit doors open outward? Are they the correct size and are anti-panic catches provided?	NAVSEA OP 5 Vol 1	8	8-3.1.5.1	[]Yes []No []N/A
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
50217	Are personnel limits posted so that they can be readily seen upon entrance to building, room or space?	NAVSEA OP 5 Vol 1	7	7-7.2	[]Yes []No []N/A
50218	Is a supervisory alarm installed for all deluge and pre-action sprinkler systems?	NAVSEA OP 5 Vol 1	4	4-3.9.7	[]Yes []No []N/A
50222	Are unauthorized personnel excluded or prohibited in operating buildings and areas?	NAVSEA OP 5 Vol 1	7	7-7.1	[]Yes []No []N/A
50223	Where A&E may be stored overnight in an operating/assembly building, does the building meet requirements for overnight storage (e.g., sprinkler system)?	NAVSEA OP 5 Vol 1	11	11-6.3	[]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>	
------------	----------------------------	---------------------	-------------	------------------	--



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

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
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
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
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
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
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
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
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
50310	Are keys to Category I and II AA&E items stored in a Class 5 GSA approved security container or equivalent?	MCO 5530.14A, ENCL 1	8	8010.3.b.1	[]Yes []No []N/A
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
50312	Are ASP spare keys, including maintenance keys, maintained in a separate storage container?	MCO 5530.14A, ENCL 1	8	8010.7.d	[]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



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

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
50319	Are AA&E surveillance requirements adhered to according to security risk category?	MCO 5530.14A, ENCL 1	App K		[]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		
50322	Has the activity possessing AA&E (including personnel responsible for custody, maintenance, disposal, distribution, and security of AA&E items) established and conducted an annual training program for personnel with AA&E related duties? Is that training documented and maintained in the individuals record or through the Qualification Certification Program?	MCO 5530.14A, ENCL 1	8	8002.3	[]Yes []No []N/A

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	



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

Program 6: LPS/Grounding/Emissions Control

Element 01 - HERO/EMCON

<u>ID#</u>	<u>Evaluation Question</u>	<u>Reference(s)</u>	<u>Chpt</u>	<u>Paragraph</u>
60104	Are portable and mobile radios properly labeled with the HERO unsafe and HERO susceptible ordnance separation distance as indicated in the HERO survey report?	NAVSEA OP 3565 Vol 2	1	1-8.2, Figure 1-5 []Yes []No []N/A

Element 02 - Grounding System Test Plan

<u>ID#</u>	<u>Evaluation Question</u>	<u>Reference(s)</u>	<u>Chpt</u>	<u>Paragraph</u>
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

<u>ID#</u>	<u>Evaluation Question</u>	<u>Reference(s)</u>	<u>Chpt</u>	<u>Paragraph</u>
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
60318	Are conductors supported, at a distance of 3 feet or less?	NFPA 780	4	4.9.6.1 []Yes []No []N/A



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

60319	Do conductor bends have a radius of not less than 8 inches and an angle not less than 90 degrees?	NFPA 780	4	4.9.5	[]Yes []No []N/A
60320	Are air terminal tips at least 10 inches higher than the object or area they are to protect?	NFPA 780	4	4.6.2.1	[]Yes []No []N/A
60321	Are air terminals secured against overturning or displacement? Are air terminals greater than 24 inches supported at a point no less than one half their height?	NFPA 780	4	4.6.2.2	[]Yes []No []N/A
60322	Are metal ventilators bonded to secondary ground system?	NAVSEA OP 5 Vol 1		6-8.2.1, 8-2.3.5	[]Yes []No []N/A
60325	Do all air terminals have a two-way path to ground? Are down conductors from air terminals on a mast system placed symmetrically (on opposite sides) about the mast?	NAVSEA OP 5 Vol 1	6	6-4.1.2, 6-4.2	[]Yes []No []N/A
60326	Are shade structures used for ordnance operations protected by a mast or catenary lightning protection system?	NAVSEA OP 5 Vol 1	8	5-5.3.1.A	[]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
60331	Are down conductors subject to physical damage or displacement protected for a minimum of 6ft above grade level?	NAVSEA OP 5 Vol 1	4	4-9.11	[]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
60333	Are all bonding connections and conductor splices unpainted?	NAVSEA OP 5 Vol 1	8	8.5.4.4	[]Yes []No []N/A



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

60334 Are strike termination devices (air terminals) placed at the appropriate intervals according to roof type? NFA 780 4 4.7.2 []Yes []No []N/A

Program 7: Munition/Environmental

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
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	
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	



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

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
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
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



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

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

Element 04 - Waste Military Munitions

ID#	Evaluation Question	Reference(s)	Chpt	Paragraph	
70403	Has the installation notified the state's environmental regulatory agency of the locations used for the storage of WMM under CE?	DoDM 4715.26	Sec 3	3.7.d.2.a.4	[]Yes []No []N/A
70404	Does the installation ensure that storage of WMM under CE is in full compliance, without deviation, from DoD requirements?	DoDM 4715.26	Sec 3	3.7.d.2.b.2	[]Yes []No []N/A
70405	Does the installation ensure unused munitions in storage that have not been declared waste, become waste when removed from storage for the purpose of disposal or treatment?	DoDM 4715.26	Sec 3	3.4.b.2	[]Yes []No []N/A
70406	Does the installation ensure that unused military munitions are managed as regulated SW and potential HW if: -Buried, landfilled, burned for disposal, incinerated, or treated prior to disposal. -Removed from storage for the purpose of disposal or treatment prior to disposal. -Deteriorated, leaking, or damaged to the point that they can no longer be put back into serviceable condition and cannot be reasonably recycled or used for other purposes. -Declared a SW by an Authorized Military Official.	MCO 5090.2 Vol 21	3	030201.f	[]Yes []No []N/A
70411	Does the installation manage ammunition obtained from an amnesty program as military munitions?	MCO 5090.2 Vol 21	3	0302.d	[]Yes []No []N/A
70412	Does the installation manage military munitions buried, placed into trash containers, recycling bins, or similar containers as HW from the time of discovery?	MCO 5090.2 Vol 21	3	030201.h	[]Yes []No []N/A
70413	Does the installation attempt to "unwaste" or return buried or abandoned WMM to the serviceable stockpile?	MCO 5090.2 Vol 21	3	030201.h	[]Yes []No []N/A
70414	Does the installation treat WMM, other than emergency responses, at locations which are not RCRA permitted?	DoDM 4715.26	Sec 3	3.7.e.1	[]Yes []No []N/A



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

70418	Does the installation ensure that records of stored waste military munitions are maintained for a minimum of 3 years from the date they were last stored?	DESR 6055.09		V7.E5.3.2.1	[]Yes []No []N/A
70419	Does the installation inspect quarterly and inventory annually any WMM stored under CE?	DoDM 4715.26	3	3.7.d.2.a.5.h, 3.7.d.2.a.5.i	[]Yes []No []N/A
70420	Does the installation ensure that all conditions specified by CE are met?	DoDM 4715.26	3	3.7.d.2.a.1 thru 3.7.d.2.a.7	[]Yes []No []N/A
70422	Does the installation ensure that foreign military munitions remaining after the end of operations are managed as DoD military munitions pending retrograde?	DoDM 4715.26	Sec 3	3.2.b.2.c	[]Yes []No []N/A
70423	Does the installation ensure that ownership of foreign munitions that will not be retrograded is formally transferred to DoD?	DoDM 4715.26	Sec 3	3.2.b.2.c	[]Yes []No []N/A
70424	Does the installation ensure that DDA disposition request are submitted for the disposition of foreign munitions that are DoD munitions?	DoDM 4715.26	Sec 3	3.2.b.2.c	[]Yes []No []N/A
70426	Does the installation request an emergency permit when treatment (disposition) cannot be completed within the timeframe specified in the NAR/AIN?	DoDM 4715.26	Sec 3	3.6.e.2.c	[]Yes []No []N/A
70437	Does the installation obtain required RCRA permits if CE is lost?	DoDM 4715.26	Sec 3	3.7.d.3	[]Yes []No []N/A
70438	Does the installation ensure that WMM and MM are physically separated in storage?	DoDM 4715.26	Sec 3	3.7.d.2.b.3	[]Yes []No []N/A
70439	Does the installation ensure that WMM are clearly marked/identified to indicate their status?	DoDM 4715.26	Sec 3	3.7.d.2.b.4	[]Yes []No []N/A
70440	Does the installation ensure that WMM is transported per the DoD and DOT shipping controls with the correct documents?	DoDM 4715.26	Sec 3	3.7.c.2.a.3	[]Yes []No []N/A
70443	Does the installation ensure that all WMM, not shipped under CE, complies with all Federal, State, and local requirements for the transportation of HW?	DoDM 4715.26	Sec 3	3.7.c.2	[]Yes []No []N/A
70447	Does the installation ensure that when an ammunition storage unit (ASU) used to store waste munitions under CE is permanently taken out of service, that each ASU is properly closed?	DESR 6055.09		V7.E5.6.2	[]Yes []No []N/A



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

Element 05 - Training

ID#	Evaluation Question	Reference(s)	Chpt	Paragraph	
70507	Does the installation ensure that at least one person at each ammunition storage facility (e.g., ASP or station ordnance) and the installation EOD unit have received training that complies with 40 CFR 260?	MCO 5090.2 Vol 21	3	030201.j	[]Yes []No []N/A

Program 8: AA&E Transportation & Equipment

Element 01 - Motor Vehicle Transportation

ID#	Evaluation Question	Reference(s)	Chpt	Paragraph	
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
80104	Are shipping containers used for the shipment of ammunition and explosives approved?	NAVSEA OP 5 Vol 1	12	12-3.2.2	[]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
80106	Have persons who certify HAZMAT on shipping papers also had refresher training at 24-month intervals if applicable?	DTR 4500.9 Part II, Chap 204		D.2.A	[]Yes []No []N/A
80107	Are shipping papers (i.e., Forms DD Form 2890, Figure 204-11, DOT mandated forms, BL, CBL, and Shipper's Declaration for Dangerous Goods) retained for a minimum of two years?	NAVSEA SW020-AG-SAF-010	3	3-7	[]Yes []No []N/A
80108	Have personnel who have satisfactorily completed the required training been designated in writing by the individuals Commanding Officer to certify A&E shipments?	NAVSEA SW020-AG-SAF-010	1	1-5.1	[]Yes []No []N/A



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

80109	Have inspectors of explosives laden vehicles and railcars completed AMMO-51 (one-time classroom) and refresher training every two years?	NAVSEA OP 5 Vol 1	App D	D-3.f	[]Yes []No []N/A
80110	Has the Transportation Officer (TO) responsible for billing and arrangement of transportation of A&E completed AMMO-62 or Transportation of Hazardous Materials (A-822-0012)?	NAVSEA SW020-AG-SAF-010	1	1-5.a	[]Yes []No []N/A
80111	Are vehicles used over public highways for the transportation of placarded amounts of Hazard Class/Division 1.1 through 1.4 A&E and other regulated material inspected using DD Form 626?	NAVSEA SW020-AG-SAF-010	3	3-7.1	[]Yes []No []N/A
80112	Are vehicles used for the transportation of AA&E inspected at intervals not to exceed 12 months or 12,000 miles?	NAVSEA OP 5 Vol 1	12	12-6.3.3.b	[]Yes []No []N/A
80113	Are fire extinguishers in vehicles fully charged, Underwriters Laboratory (UL) rated 10 B:C or greater capacity present, securely mounted and in good working order?	NAVSEA SW020-AF-HBK-010	8	8-5.1.a	[]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	
80115	Are motor vehicles transporting AA&E on station displaying the correct placard on each side, on the front, and on the rear of the vehicle while it contains ammunition, explosives and related hazardous material?	NAVSEA OP 5 Vol 1	12	12-6.3.6	[]Yes []No []N/A
		NAVSEA SW023-AG-WHM-010	5	5-10	
80116	Are loaded vehicles of AA&E inspected prior to their release for movement using the applicable portion of DD Form 626?	NAVSEA OP 5 Vol 1	12	12-6.4.2.a	[]Yes []No []N/A
80117	Upon receipt of a loaded vehicle, does the activity perform an external inspection at a designated location prior to routing the vehicle transporting AA&E within the installation?	NAVSEA OP 5 Vol 1	12	12-6.4.2.b	[]Yes []No []N/A
80118	Does the activity perform a 100 percent unloaded vehicle inspection to confirm that all loose AA&E or debris has been removed before the vehicle is released?	NAVSEA OP 5 Vol 1	12	12-6.4.3	[]Yes []No []N/A



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

80120	Does the activity issue a Shipper's Declaration for Dangerous Goods form for air shipments of dangerous A&E?	NAVSEA SW020-AG-SAF-010	3	3-7.3	[]Yes []No []N/A
80121	Is DD Form 361 (Transportation Discrepancy Report) used when reporting transportation discrepancies such as: damage to shipments; improper loading or blocking and bracing of the load; improper handling by carrier; improper placarding?	NAVSEA SW020-AG-SAF-010	2	2-8.7	[]Yes []No []N/A
80122	Does the activity inspect empty incoming military and commercial motor vehicles to be used for AA&E using the applicable portion of DD Form 626?	NAVSEA SW020-AF-HBK-010	4	4-3	[]Yes []No []N/A
80124	Prior to departure, are responsible station personnel ensuring AA&E shipment drivers have a complete set of shipping papers to include the BL, DD Form 1907, DD Form 626, Emergency response instruction, and route plan?	NAVSEA SW020-AG-SAF-010	8	8.2.1.c.4	[]Yes []No []N/A
80125	Does the Signature of Tally Record (DD Form 1907) accompany every classified or protected shipment requiring the use of transportation protective services (TPS) during transit and is it signed by the Explosives Driver and each person responsible for the proper handling of the shipment throughout transit?	NAVSEA SW020-AF-HBK-010	3	3-4.2	[]Yes []No []N/A
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			
80130	Has authorization to extend 90 day limitations for holding explosive laden conveyances to 120 days been granted by the activity Commanding Officer, and is there a memorandum for record on file explaining the circumstances for the extension?	NAVSEA SW020-AG-SAF-010	2	2-9	[]Yes []No []N/A
80131	Do all civilian drivers hold a valid state license with a commercial driver's license (CDL) endorsement for driving explosives laden vehicles off base or when crossing public roads?	NAVSEA SW020-AF-HBK-010	2	2-2.a	[]Yes []No []N/A



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

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: <ul style="list-style-type: none"> • 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	
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



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

Element 02 - Handling Equipment (General)

ID#	Evaluation Question	Reference(s)	Chpt	Paragraph	
80201	Is only authorized/approved equipment used for A&E operations?	NAVSEA OP 5 Vol 1	10	10-3.1, 10.3.3	[]Yes []No []N/A
80202	Is locally designed handling equipment approved by the CO or their designated representative ?	NAVSEA OP 5 Vol 1	10	10-3.3.1	[]Yes []No []N/A
80205	Are pneumatic nailers used only under authorized conditions?	NAVSEA OP 5 Vol 1	12	12-3.2.6.a thru i	[]Yes []No []N/A
80206	Have modifications to Ordnance Handling Equipment (OHE) or Material Handling Equipment (MHE) been approved by NAVAIR, DIRSSP and/or NSWCIN Div Det Earle Naval PHST Center?	NAVSEA OP 5 Vol 1 NAVSUP P-538	10 2	10-3.2 2-7	[]Yes []No []N/A
80207	Is there an SOP for pre-use inspection, maintenance and the safe operation of pneumatic nailers?	NAVSEA OP 5 Vol 1	12	12-3.2.6.d	[]Yes []No []N/A
80208	Is a maintenance history file maintained for each piece of MHE and Weight Handling Equipment?	NAVSUP P-538	8	8-3	[]Yes []No []N/A
80209	Are mandatory documentation entries (eg. Repairs, parts replacements etc.) entered in the appropriate sections of the history file and are hard copies of reports/forms (e.g. Shipping/receiving documents, weight test data, fork inspections etc.) being kept in each file?	NAVSUP P-538	8	8-3.1.a thru 8-3.1.e	[]Yes []No []N/A

Element 03 - Materials Handling Equipment (MHE)

ID#	Evaluation Question	Reference(s)	Chpt	Paragraph	
80301	Is MHE of the proper type for the hazard involved?	NAVSEA SW023-AH-WHM-010 NAVSUP P-538	5 5	5-9 5-9	[]Yes []No []N/A
80303	Is fire extinguishing equipment readily available at PESs when MHE is being used?	NAVSEA OP 5 Vol 1	4	4-3.6.1	[]Yes []No []N/A
80304	Does MHE have overhead guards or load backrest extensions removed? If so has CO/OIC granted authorization, with justification, in writing with a copy in MHE history file?	NAVSUP P-538	5	5-4.1, 5-4.2	[]Yes []No []N/A



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

80306	Are unapproved devices installed on MHE (e.g. spinner knobs on steering wheels)?	NAVSUP P-538	5	5-3.1.j	[]Yes []No []N/A
80308	Does type EE MHE have at least two SC tires or two electrically conductive ground straps? Are conductive tires marked SC??	NAVSUP P-538	5	5-4.4	[]Yes []No []N/A
80309	Do type HS pallet trucks have SC tires or two electrically conductive ground straps?	NAVSUP P-538	5	5-4.4	[]Yes []No []N/A
80310	Are dead man-type braking systems, a seat braking system or a travel disconnect device, properly maintained and operable?	NAVSUP P-538	5	5-4.3	[]Yes []No []N/A
80312	Do local procedures provide for tagging out of service MHE?	NAVSUP P-538	8	8-2.1.3.a	[]Yes []No []N/A
80313	Is all DON MHE painted in accordance with current federal standards and proper color scheme?	NAVSUP P-538	5	5-6	[]Yes []No []N/A
80314	Are pre- and post-operational inspections conducted and properly recorded on MHE Inspection Form? If defects are found are forms filed in history file until repairs have been completed??	NAVSUP P-538	8	8-2.1, 8-2.1.3.b	[]Yes []No []N/A
80315	Does MHE used for A&E handling have all required markings? Required markings include but are not limited to Identification Plate/Label, Manufacturer's Certification, SWL, UL type, weight test date, vehicle weight (VW), operator controls, striping, etc.?	NAVSUP P-538	5	5-7	[]Yes []No []N/A
80316	Does MHE have an accredited Underwriter's Laboratory certification label?	NAVSUP P-538	5	5-7.d	[]Yes []No []N/A
80317	Are periodic weight tests conducted for forklift attachments at 48-month (maximum) intervals? Are they properly marked??	NAVSEA SW023-AH-WHM-010	6	6-5.1.a thru 6-5.1.c	[]Yes []No []N/A
80319	Has MHE including HS pallet trucks received required periodic tests and been properly certified and an MHE Safety Certification Form completed and maintained in the history file?	NAVSEA SW023-AH-WHM-010	6	6-6	[]Yes []No []N/A
		NAVSUP P-538	8	8-3	
80320	Is MHE Certifying Official designated in writing by the CO/OIC?	NAVSEA SW023-AH-WHM-010	6	6-9.1	[]Yes []No []N/A



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

80321	Is battery charging only conducted in areas designated specifically for that purpose (forbidden in magazines or where A&E is present)?	NAVSEA OP 5 Vol 1	10	10-4	[]Yes []No []N/A
80324	Has the CO/OIC designated, in writing a responsible party to issue MHE operator's licenses?	NAVSEA SW023-AH-WHM-010	3	3-4.3	[]Yes []No []N/A
80325	Has the CO authorized, in writing, individuals as qualified instructors to provide MHE operator training?	NAVSEA SW023-AH-WHM-010	3	3-5	[]Yes []No []N/A
80326	Has the MHE instructor completed an approved training course or other equivalent training or prior instructor experience?	NAVSEA SW023-AH-WHM-010	3	3-5.a	[]Yes []No []N/A
80327	Does the MHE instructor possess an operator's license?	NAVSEA SW023-AH-WHM-010	3	3-5.b	[]Yes []No []N/A
80329	Have all MHE operators completed the initial MHE training course?	NAVSEA SW023-AH-WHM-010	3	3-3.3	[]Yes []No []N/A
80330	Have all MHE operators attended refresher training if required?	NAVSEA SW023-AH-WHM-010	3	3-3.4	[]Yes []No []N/A
80331	Is the proper form used for MHE licenses?	NAVSEA SW023-AH-WHM-010	3	3-4, Figure 3-1	[]Yes []No []N/A
80332	Does the MHE license indicate the following: <ul style="list-style-type: none"> - "EXPLOSIVE OPERATOR MHE" annotated on the license - "MUST HOLD CURRENT MEDICAL CERTIFICATE" documented on the license. - Explosives Authorized - The medical certificate is either on file or on person. - Restrictions imposed due to operator physical disabilities. - MHE Lift Codes and SWL. 	NAVSEA SW023-AH-WHM-010	3	3-4.1	[]Yes []No []N/A
80339	Is the MHE license valid for only 3 years, provided the medical examination is not expired?	NAVSEA SW023-AH-WHM-010	3	3-4.1, 3-4.2	[]Yes []No []N/A



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

80340 Is there a documented process to renew MHE operator's license? NAVSEA SW023-AH-WHM-010 3 3-4.5 []Yes []No []N/A

Program 10: A&E Inventory Management

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

ID#	Evaluation Question	Reference(s)	Chpt	Paragraph	
100501	Is the APO (ASP OIC/Ammunition Officer) appointed in writing by the CO/AO and is the appointment letter and DD Form 577 Appointment/Termination Record - Authorized Signature Form retained in the files?	MCO 4400.201 Vol 7	9	0903	[]Yes []No []N/A
100502	Is there a relief of appointment letter for previous ASP OIC, coinciding with the current ASP OIC appointment?	MCO 4400.201 Vol 7	9	0903	[]Yes []No []N/A
100503	In the event of a change in AO or ASP OIC, has the activity conducted a 100% physical inventory and are the results of the inventory reflected in the appointment letter?	MCO 4400.201 Vol 7	9	0903	[]Yes []No []N/A
100504	Is the Inventory Accuracy Officer appointed in writing?	MCO 4400.201 Vol 7	9	0905	[]Yes []No []N/A
100505	Does the activity maintain and process Notice of Ammunition Reclassifications (NARs), Ammunition Information Notice (AIN) and Lots Functionally Clear for Overhead Fire (OHF) within the required time frames? Are they reviewed prior to accepting/issuing inbound/outbound shipments and issues/receipts??	MCO 4400.201 Vol 7	11	1102	[]Yes []No []N/A
		NAVSUP P-801	2	2-1.2	
100506	Does the activity have the Voucher Authority appointed in writing?	MCO 4400.201 Vol 7	10	100508	[]Yes []No []N/A
100507	Do inventory adjustment transactions posted to the official record with a Document Identifier Code of D8/D9 (A/B/Z) have the required NAVMC 11847 authorizing the transaction(s)?	MCO 4400.201 Vol 4	5	051203	[]Yes []No []N/A
		MCO 4400.201 Vol 7	10	100507	



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

100508	Do inventory adjustment transactions posted with a Document Identifier Code of D8A/D9A have supporting MLSR reports released (if applicable)?	MCO 4400.201 Vol 4	5	0515	[]Yes []No []N/A
		MCO 4400.201 Vol 7	3	030211, 060602	
		MCO 5530.14A, ENCL 1	10		
100509	Does the activity have a written supervisor's inventory plan on file to maintain positive control of assets and ensure the DoD inventory accuracy standards are maintained during the fiscal year that support fiscal year inventory requirements and any additional inventory efforts as determined by the activity supervisor?	MCO 4400.201 Vol 4	2	0202	[]Yes []No []N/A
		MCO 4400.201 Vol 7	10	100201	
100510	Has the activity conducted required physical inventories consisting of verifying each line item's identifying attributes, container markings, location, and quantity between the storage activity's asset record and the physical assets in storage without errors?	MCO 4400.201 Vol 7	10	100202	[]Yes []No []N/A
100511	Is the activity conducting quarterly location surveys to verify that the physical assets in all storage locations, other than actual quantity, are recorded on the storage activity's asset record with correct identifying attributes and container markings?	MCO 4400.201 Vol 7	10	100301	[]Yes []No []N/A
100512	Is stored materiel properly prepared for issue/shipment to include documentation accuracy, accuracy of stock selection, physical materiel identifying attributes, quantity accuracy, processing timeliness, packaging, and marking accuracy of outgoing issues/shipments? Is this process being validated by a disinterested individual?	MCO 4400.201 Vol 7	10	100401.C	[]Yes []No []N/A
100513	Is receipted materiel properly prepared for return to a storage location to include documentation accuracy, physical materiel identifying attributes, quantity accuracy, and processing timeliness? Is this process being validated by a disinterested individual?	MCO 4400.201 Vol 7	10	100401.A	[]Yes []No []N/A
100514	Does the activity conduct semi-annual inventories for SRC I and II non-nuclear missiles and rockets?	MCO 4400.201 Vol 4	2	020502	[]Yes []No []N/A
		MCO 4400.201 Vol 7	10	100204	



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

100515	Does the activity verify the daily receipt, issue, inventory, and adjustment transaction source documentation (to include NARs) against data entered into the storage activity's asset record?	MCO 4400.201 Vol 7	10	100401.B	[]Yes []No []N/A
100516	Does the activity maintain all Certificates of Fiscal Year Inventory Completion (NAVMC 11848) for 10 years to verify that 100% of NSNs were physically inventoried at least once during the fiscal year and semi-annually for SRC I and II ammunition (non-nuclear missiles and rockets)?	MCO 4400.201 Vol 4	2	020502	[]Yes []No []N/A
		MCO 4400.201 Vol 7	10	100104	
100517	Are all Certificate of Inventory Completion Worksheets (NAVMC 11848) signed and verified by the Quality Assurance (QA) Team Leader, Records Supervisor, and RO?	MCO 4400.201 Vol 4	2	020502	[]Yes []No []N/A
		MCO 4400.201 Vol 7	10	100104	
100518	Does the Storage Discrepancy Report pulled from Ordnance Information System- Retail (OIS-R) have zero discrepancies?	OIS-R Report			[]Yes []No []N/A
100519	Have all personnel responsible for performing OIS operations attended the required Ammunition Supply Administration Course A-041-0040 or MFST/LAO training? If they process NARs, have they completed Munitions Rule training?	NAVSEA OP 5 Vol 1	App D	D-3.n , D-3.j, Table D-1	[]Yes []No []N/A
100520	Does the supporting activity only issue to personnel delegated the authority to sign for Class V(W) via the NAVMC 11797? Is the NAVMC 11797 signed by the current CO?	MCO 4400.201 Vol 7	4	040202, 040203	[]Yes []No []N/A
100521	Are Ammunition Chiefs at the battalion-level or higher appointed in writing within 30 days?	MCO 4400.201 Vol 7	3	030401	[]Yes []No []N/A
100522	Is there a disinterested A&E AVO appointed in writing by the CO? Does the A&E AVO conduct quarterly audits for the command Class V(W) to ensure all expenditures have been documented on the NAVMC 11381?	MCO 4400.201 Vol 7	3	0307	[]Yes []No []N/A
100523	Did the A&E AVO verify the NAVMC 11381 within 7 working days from the end date of the range or date of unexpended ammunition turn-in to the ASP? Within 30 days for training exercises or date unexpended ammunition was turned-in to the ASP?	MCO 4400.201 Vol 7	7	0702	[]Yes []No []N/A



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

100524	If it is necessary to adjust the storage activity's asset record, was an inventory voucher prepared using the NAVMC 11847, "Certificate of Research Completion?" Was it processed to the storage activity's asset record within five working days?	MCO 4400.201 Vol 7	10	100507	[]Yes []No []N/A
100525	Do all inventory line item's identifying attributes, container markings, location, and quantity between the storage activity's asset record and the physical assets in storage match? Do inventory accuracy standards meet the 100-percent minimum for both physical inventory and location surveys?	MCO 4400.201 Vol 7	10	100202, 100105	[]Yes []No []N/A
100526	Are inventory adjustment vouchers approved at the appropriate level (Base/Battalion CO for all adjustments of CIIC 1, 2, 5, 6, 8 or dollar value adjustments over \$2500.00)?	MCO 4400.201 Vol 7	9	0909	[]Yes []No []N/A
100527	Is there an AA&E Officer appointed in writing by the CO/Accountable Officer? Did the AA&E Officer conduct a complete physical inventory of all AA&E held or positioned by the command with 30 working days of appointment? Were the results of the AA&E Officer review and inventory forwarded to the CO for endorsement?	MCO 4400.201 Vol 7	3	0306	[]Yes []No []N/A
100528	Has the activity established a current version of the NAVSUP P-801 including all NAR, AIN, and OHF messages not incorporated in the latest version?	MCO 4400.201 Vol 7	11	110201	[]Yes []No []N/A
100529	Are ammunition officers, chiefs, and technicians free from any conflicts of interest?	MCO 4400.201 Vol 7	3	0312	[]Yes []No []N/A
100530	Does Non SRC I & II material have Type 1 or Type 2 traceable seals applied to FIUL pallets or individual containers when removed from pallet for issue? Do palletized loads of containerized ammunition have a Type 1 seal through the minimum of one pallet banding strap if all containers do not have a seal? Are Type 1 or Type 2 traceable seals applied to each individual container after undergoing production/rework/repackaging?	NAVSUP P-805	3	3-7.6.2	[]Yes []No []N/A
100531	Does the installation request DDA disposition instructions for excess, obsolete, or unserviceable munitions?	DoDM 4715.26	Sec 3	3.6.d.1	[]Yes []No []N/A
		MCO 4400.201 Vol 7	12	1207	



Marine Corps Systems Command

Environmental and Explosives Safety Evaluation Guide

Ammunition Supply Point / Ammunition Section / Weapons Training Battalion



EVG-ASP-002 Sep 22

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