DEPARTMENT OF THE ARMY
HEADQUARTERS, III CORPS AND FORT HOOD
FORT HOOD, TEXAS 76544-5056
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***III CORPS & FH REG 700-15**

Logistics

FORT HOOD AMMUNITION HANDBOOK

History. This revision is a rapid action revision. Portions affected by this revision are listed in the summary of change.

Summary. This regulation provides all personnel with procedures to follow when using ammunition on Fort Hood.

Applicability. Procedures outlined in this regulation apply to all units, activities, contractors, National Guard, Reserve Units, and other agencies that use or receive ammunition services and facilities at Fort Hood.

Supplementation. Local supplementation of this regulation requires coordination with the III Corps G4.

Changes. Changes to this regulation are not official unless authenticated by the Directorate of Human Resources (DHR).

Suggested improvements. The proponent of this regulation is the III Corps ACofS, G4. Send comments and suggested improvements on a DA Form 2028 to Commander, III Corps and Fort Hood, ATTN:
III Corps G4, AFZF-GL-S, Fort Hood, Texas 76544.

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Chapter 1
Introduction

Section I
Introduction

1-1. Purpose
This regulation provides ammunition procedures for commanders to follow at Fort Hood. Army National Guard (ARNG), United States Army Reserve (USAR) and all other services will use this regulation when using Fort Hood as a mobilization station.

1-2. References
Appendix A lists required and related publications.

1-3. Explanation of abbreviations and terms
The glossary explains abbreviations and terms used in this regulation.

1-4. Summary of changes
Specifically, this revision dated 31 March 2006 –

- Changes Directorate of Information Management (DOIM) to Directorate of Human Resources (DHR).
- Changes the significant requirement in para 4-2b from Sergeant First Class (E-7) and above to Sergeants (E-5) and their civilian equivalent (GS-05) to sign requests (block 13c of the DA Form 581) for pick-up of ammunition.

Section II
General

1-5. General
a. Ammunition supply point (ASP) stockage objectives. MACOMs establish stockage objectives for each ASP. Fort Hood is limited to a 90-day supply of training ammunition on the ground at any time due to storage capacity limitations, unless authorized by the MACOM to meet forecasted requirements. Other types of ammunition stocked by the ASP include basic loads, operational loads, and contingency ammunition. Ammunition stocks not designated for training purposes will not be used for training without proper release authority from the FORSCOM Commander.

b. ASP wall-to-wall quarterly inventories are scheduled inventories in which all ammunition stocks are counted as of a specific date. During a wall-to-wall inventory, all receipts, issues, obligations, and shipments are held until the completion of the inventory. No transactions will be posted to the stock records. If emergency issues and receipts are necessary, tight control and supervision are required to minimize discrepancies. Wall-to-wall inventories are coordinated and scheduled each quarter and are 5 working days in duration.

1-6. Responsibilities
a. Commander, III Corps and Fort Hood. The Commander, III Corps and Fort Hood is responsible for planning, procuring, forecasting, allocating, and managing Class V materiel for III Corps and Fort Hood, including training ammunition, ammunition basic load (ABL) and operational project stocks.

b. III Corps Assistant Chief of Staff (ACofS) G3, Deputy for Training.

(1) Plans, forecasts, allocates, and manages Class V training ammunition for III Corps and Fort Hood.

(2) Develops and manages training ammunition requirements and determines the use of training ammunition assets for III Corps.

(3) Allocates available training ammunition assets.

(4) Enforces training ammunition supply economy through proper forecasting procedures and management of fiscal year authorizations.

(5) Approves requests for training ammunition based on unit authorizations and forecasts prior to submission to the ASP.

(6) Establishes and implements range safety procedures. Identifies and allocates range space necessary to temporarily store ammunition safely when the ammunition holding area (AHA) limits are met. Coordinates allocated areas with the Aviation Fields Control Tower Operations to ensure that fly-overs of stored munitions and explosives do not occur.

(7) Monitors ammunition safety during range inspections to ensure units comply with safety requirements of AR 385-63 (Policies and Procedures for Firing Ammunition for Training), AR 385-62 (Regulations for Firing Guided Missiles and Heavy Rockets for Training), and Fort Hood range regulations. Note: The III Corps ACofS, G1, is responsible for safety issues in III Corps.

(8) Maintains staff supervision over major subordinate command (MSC) compliance with the Training Ammunition Management System (TAMS), and the Training Ammunition Management Information System-Redesigned (TAMIS-R) requirements.

(9) With MSC ammunition managers, maintains the TAMS and TAMIS-R databases.

(10) Requires MSCs to print a monthly TAMIS-R expenditure report reflecting ammunition usage.

(11) Provides ammunition awareness training during senior leaders orientation, and S3 officers and company commanders/1SGs courses.

(12) Establishes the ammunition awareness training course to provide training according to paragraph 9-6 of this regulation; establishes course program of instruction (POI) in coordination with the III Corps, ACofS, G4, establishes course materials and course schedules.

c. III Corps, ACofS, G4

(1) Coordinates ammunition logistics support for III Corps and Fort Hood in conjunction with 13th Corps Support Command (COSCOM), ACofS, Material.

(2) Supervises staff logistical training ammunition support at Fort Hood.

(3) Monitors staff update of ammunition basic load (ABL), contingency, and operational munitions.

(4) Establishes and maintains ammunition logistics policy, supporting directives, and regulations in coordination with 13th COSCOM, ACofS, Material.

(5) Provides a staff planner for wartime ABL requirements and sustainability of operational ammunition.

(6) Publishes and updates Fort Hood Regulation 700-15, which provides procedures on ammunition forecasting, issues, receipts, ABL, transportation and supporting documents.

d. Provost Marshal Office.

(1) Inspects units in the field to determine accountability and security of arms, ammunition and explosives (AA&E).

(2) Randomly selects units and inspects for accountability of both ammunition and residue, compliance with 100 percent daily inventory requirements, and all appropriate records and forms.

(3) Randomly selects and inspects units with AA&E on the range and training areas for compliance with all accountability and security procedures. Inspectors will inspect to see if the Range Safety Officer (RSO) conducts “shake downs” before personnel leave the range each day.

(4) Report results according to the PMO SOP and:

(a) Immediately notify Range Control of discrepancies on ranges or vehicles enroute to and from range locations.

(b) Immediately notify the III Corps Emergency Operations Center (EOC) of discrepancies when they are discovered in other locations.

e. The Commander, 13th COSCOM.

(1) The Commander, 13th COSCOM is responsible for procurement, management, operations, security, and quality assurance of the ASP and AR 5-9 (Area Support Responsibilities) responsibilities for Class V material.

(2) The Fort Hood Ammunition Training and Certification Program, according to FORSCOM Regulation 350-10, of civilian and military ammunition handlers and quality assurance personnel.

(3) The Fort Hood Ammunition Internal Control Program according to AR 11-2 (Management Control).

f. The 13th COSCOM, Support Operations.

(1) Coordinates ammunition logistics support for III Corps and Fort Hood in conjunction with the 4th CMMC.

(2) Establishes and maintains ammunition logistics policy, supporting directives, and regulations.

(3) Conducts the Installation Ammunition Internal Control Program to include management of the Installation Ammunition Quality Assurance Specialists Ammunition Surveillance (QASAS), and the military 55B military occupational specialty (MOS) ammunition inspectors according to AR 5-9, AR 11-2, SB 742-1 (Ammunition Surveillance Procedures).

(4) Responsible for the Ammunition Stockpile Reliability Program, the Ammunition Surveillance Program, and ammunition malfunction investigations at Fort Hood.

(5) Serves as the technical expert for ammunition safety and serviceability.

(6) Serves as technical advisor to the III Corps Commander, 13th COSCOM Commander, and AR 5-9 area ammunition users.

(7) Conducts the quarterly Installation Ammunition Managers Conference, coordinating issue presentation and resolution.

g. 4th CMMC.

(1) Provides staff responsibility for ammunition service to III Corps and Fort Hood.

(2) Provides ammunition management for III Corps.

(3) Computes a monthly CALS (Committee for Ammunition Logistics Support) ammunition shortfall list for and assists the III Corps ACofS, G3, in allocating items or assets in short supply.

(4) Requisitions ammunition and maintains requisition status.

(5) Monitors ABL, contingency and operational load requirements and stocks on hand.

(6) Is the III Corps point of contact (POC) with item managers at the Operations Support Command (OSC) and the Aviation and Missile Command (AMCOM).

(7) Coordinates with III Corps, ACofS, G3, the ASP, and other appropriate agencies, for excess ammunition, unserviceable ammunition, ammunition residue, and explosives reporting.

(8) Approves DA Form 581 (Request for Issue and Turn-in of Ammunition) requests for ABL, operational load, CADs/PADs items, and unforecasted requests.

(9) Establishes the Installation Ammunition Supply Procedures Course POI and course schedule.

h. Commander 553d (CSB).

(1) Manages the ASP activity according to AR 710-2 and this regulation.

(2) Manages ASP stock records according to DA Pamphlet 710-2-2.

(3) Oversees the receipt, storage, issue, and maintenance of Class V items at the Fort Hood ASP.

(4) Manages the AHA.

(5) Manages the Ammunition Residue Yard (ARY).

(6) Is the approval authority for short fuse requests.

i. MSCs

(1) The division or MSC G3/Division Ammunition Office (DAO) accurately forecasts the use of training ammunition for the command through proper forecasting procedures and management of fiscal year authorizations.

(2) Sub-allocates ammunition shortage items allocated by the III Corps ACofS, G3.

(3) Ensures unit compliance with requirements of TAMS and TAMIS-R.

(4) Cross-levels monthly forecasts to fill requirements within the battalion, brigade, or division, as necessary.

j. DAO (Division Ammunition Office) or equivalent position in separate brigades, and etc., (referred to as the DAO/equivalent throughout this regulation).

(1) Is the single POC on ammunition matters for the command.

(2) The DAO serves as the ammunition staff officer for the Division Support Command (DISCOM) Commander with staff relationships to the division G3 and G4. The equivalent position in separate brigades is often an additional duty position designated to serve the same functions as the DAO, with the exception of the designated reporting channels, as defined in FM 54-8.

(3) Provides ammunition management for the division or brigade.

(4) Provides complete service for issue and turn-in requests.

(5) Serves as a monitor for ABL, contingency and operational load requirements.

(6) Manages division and each subordinate account's monthly forecast.

(7) Screens ammunition documentation for accuracy and ensures that documentation is submitted according to this regulation.

(8) Provides all units within the division and subordinate brigades with updated information necessary to process ammunition requests through the installation ASP.

(9) The single POC for scheduling and/or canceling all appointments at the ASP/ARY/ASW.

(10) Distributes information received from the III Corps ACofS, G-3, monthly ammunition meetings (for example, ASP closings, changes to regulations, etc.).

k. Unit commanders (active duty and ARNG/USAR Units Receiving Ammunition Support from Fort Hood) will:

(1) Ensure timely and accurate forecasting of unit training ammunition requirements.

(2) Ensure accountability of ammunition, ammunition components, and ammunition residue according to AR 710-2 (Inventory Management Supply Policy Below the Wholesale Level), DA Pamphlet 710-2-1 (Using Unit Supply System – Manuel Procedures), AR 190-11 (Physical Security of Arms, Ammunition, and Explosives), and this regulation.

(3) Maintain ABL, contingency and operational load requirements according to established guidelines.

(4) Ensure compliance with explosive safety regulations during storage, transportation, and handling of ammunition by the unit.

(5) Ensure unit range officers and/or noncommissioned officers-in-charge (NCOIC) maintain the safety and security of ammunition on the range according to this regulation and other directives.

(6) Ensure individuals, crews, or other groups receive proper training and instruction on safety requirements and hazards involved in handling ammunition.

(7) Ensure reliability and trustworthiness of personnel before the assignment of duties involving ammunition and explosives control.

(8) Ensure units do not forecast, draw, or expend more training ammunition than necessary to meet training requirements and remain within TAMIS authorizations.

(9) Ensure ammunition and packing materials are handled carefully to prevent damage.

(10) Ensure requesting unit provides transportation/work detail and security for movement of ammunition from and to the ASP.

(11) Ensure ammunition will be expended for the intended purpose only. Ammunition will not be abandoned, destroyed, fired indiscriminately, or otherwise disposed of to avoid returning it to the ASP.

(12) Ensure ammunition is not removed from the inner or outer packing containers until required for use. Only open ammunition that will actually be used during the training event to prevent unused ammunition from becoming unserviceable or losing lot identity.

(13) Ensure ammunition is not removed from any military installation except as authorized by the proper military authority (such as, in conjunction with an exercise to be conducted on another installation).

(14) Ensure procedures in AR 702-5 (Missile Firing Data and Reports) are adhered to when firing missiles on any installation. Units are encouraged to review AR 702-5 if the mission requires firing rockets or missiles. AR 710-4 (Excess Material Management) and DA Pamphlet 700-19 (Procedures of US Army Munitions Reporting System) contain policies that may be applicable to missile and rocket firings.

(15) Ensure live ammunition and residue turn-in's are conducted within 5 days of completion of training event, unless the ASP grants an extension.

(16) Establish an amnesty program according to Chapter 2; paragraph 2-11 of this regulation.

(17) Ensure all individuals on DA Form 1687 (Notice of Delegation of Authority – Receipt for Supplies) have attended the Ammunition Awareness Course as described in paragraph 2-15 of this regulation.

1-7. Mobilization Statement

Procedures in this regulation apply during mobilization. These procedures provide assistance to commanders required to use Fort Hood as a mobilization station. Commanders drawing ABL from the Fort Hood ASP will not use ammunition for training under any condition.

Chapter 2
General Procedures

Section I
Introduction

2-1. Introduction

This chapter provides general information concerning ammunition with emphasizing:

a. Security of Class V material under unit control.
b. Ammunition and explosives safety.
c. Malfunctions.
d. Misfires.
e. Duds.
f. Ammunition suspensions or restrictions.
g. Operational loads of ammunition.
h. Cartridge Actuated Devices (CADs) and Propellant Actuated Devices (PADs).
i. Requesting ammunition to support OSC approved tests.
j. Ammunition found on post (AFOP) and amnesty program.
k. Amended turn-ins.
l. Quality assurance specialists.
m. Commercial ammunition shipments.
n. Movement of AA&E by unit or organization transportation.

Section II
Security

2-2. Security of Class V materiel in unit possession

a. Secure ammunition according to regulation, AR 190-11, Fort Hood Regulation 190-3 (Fort Hood Physical Security), FORSCOM Regulation 700-4 (Ammunition), and public law, whichever is more restrictive. Fort Hood Regulation 190-3, paragraph 4-13, covers specific actions units must take to secure ammunition and explosives during training and while in field conditions.

b. Inert and expended Category I rocket and missile tubes, inert claymore mines, inert hand grenades and rocket launchers, and M190 with M73 sub-caliber practice rockets used as training devices are vulnerable to pilferage, misuse, or conversion to live ammunition.

(1) Items that can be converted to live ammunition or explosives will be accounted for and secured as Category IV live ammunition and explosives.

(2) Devices or training aids described in paragraph 2-2b above will be conspicuously marked to prevent accidental turn-in, or turn-in as live fire residue. Mark inert or expended items for training purposes according to AR 385-65 (Ammunition and Explosives Safety Standards). Contact the Ammunition Surveillance Office (ASO) or Explosive Ordinance Detachment (EOD) should questions arise concerning the integrity of an item so that an inspection can be made.

(3) Expended light antitank weapon (LAW) and AT-4 tubes will be turned in to the ASP where they will be inspected for serviceability and reissued for training. Launcher tubes will be issued to the unit by the ASP only to support unit training. Units will account for reissued LAW launcher tube training aids on property books. Launchers that have been converted to 35mm sub-caliber devices must be clearly marked with INERT or EMPTY, be drilled with four, one fourth-inch (7mm) holes that will not interfere with the training operation, be conspicuously labeled M190, and assigned a serial number locally (if not assigned by the ASP). Units that draw inappropriately marked launch tubes will be responsible for marking and drilling the tubes appropriately.

c. Protective seals will be used when ammunition and explosives are stored in an enclosed or covered vehicle, container, or structure, to prevent unauthorized access to items in storage without resulting in damage to the seal. Additional policy and procedures for the use of protective seals are in AR 190-51 (Physical Security).

d. Unserviceable ammunition will be given the same degree of security as serviceable ammunition.

e. Ammunition will not be removed from any military activity, except as authorized by the proper military authority, for example, in conjunction with an exercise to be conducted in another training area or at another military installation.

f. Ammunition maintained in the field must not exceed that which can be properly safeguarded.

g. If ammunition or explosives are lost, damaged, stolen or recovered, the commander will comply with AR 15-6 (Procedures for Investigating Officers), AR 190-11 (Physical Security of Arms, Ammunition, and Explosives), AR 710-2, AR 190-40 (Serious Incident Report), and AR 735-5 (Policies and Procedures for Property Accountability). Ammunition or explosives lost or stolen while a unit is away from Fort Hood will be reported to the nearest local police and immediately reported to the Fort Hood military police.

h. Unit commanders are responsible for security and control of unit ammunition programs, and ensuring that only authorized personnel will receipt for Class V materiel drawn from any ASP. As part of this selection process, personnel assigned duties involved in the control, accountability, and shipment of AA&E will be screened and evaluated using DA Form 7281-R (Command Oriented Arms, Ammunition and Explosives Security Screening and Evaluation Record) according to AR 190-11, paragraph 2-11.

Section III
Safety

2-3. Ammunition and explosives safety

a. Ammunition will be stored, handled, transported and used according to AR 385-64 and DA Pamphlet 385-64. Ammunition transported off post must also meet Department of Transportation (DOT) Code of Federal Regulations (CFR) 49.

b. Commanders will ensure personnel who handle or use ammunition or explosives are given adequate training concerning their respective involvement with the material.

(1) Personnel tasked to receive, transport, or issue ammunition or explosives must be thoroughly briefed on the hazards associated with the material. Additionally, personnel tasked with accountability will thoroughly understand supply related functions concerning hand receipt requirements for Class V materiel.

(2) Military and civilian personnel who handle ammunition or explosives must receive mandated training and certification according to FORSCOM Regulation 350-10 and C1, prior to being assigned duties as an ammunition handler.

(3) Personnel tasked to transport ammunition/explosives must receive hazardous material familiarization training according to AR 600-55 (The Army Driver and Operator Standardization Program) Document training on the individual's operator permit.

c. A safe range or training area can be established by following the instruction in the Range Control Book. Once the training area is established, follow the Range Control checklist (figure 2-1 of the Range Control Book) for assistance in ensuring ammunition safety. If there are any questionable items, contact Range Control for clarification. The QASAS can provide additional assistance.

d. Reliable personnel should be assigned to ammunition points to ensure safety compliance with smoking rules, supervise unpacking of ammunition to preclude unnecessary damage, and ensure ammunition is only issued to authorized personnel.

e. Cut banding on ammunition boxes with band cutters only. Under no circumstances will axes be used to cut banding on ammunition boxes.

f. Before opening sealed ammunition containers, the unit's range officer in charge (OIC)/NCOIC determines the requirement for each firing point. The OIC ensures that only the required amount of ammunition is "unpacked" for range firing. This method of operating reduces the possibilities for large quantities of ammunition becoming unserviceable and facilitates live turn-in of unused ammunition. A reduction of large amounts of ammunition at each firing point also reduces the chance for casualties in the event of an accident.

g. Ammunition and explosives will be handled with care. Loose detonators, initiators, squibs, electrically activated devices, blasting caps, etc., will not be carried in pockets of clothing, tool kits, or any other personal item. Suitable containers will be used to provide adequate protection. Ammunition items and containers will not be tumbled, dropped, dragged, thrown, rolled, or walked on.

h. Unpacked ammunition items such as mortars and 2.75-inch (7 cm) rockets that have been dropped will not be fired. Tag them as dropped and turn in to the ASP.

i. Additional transportation safety guidance may be found in Chapter 6.

j. Arms rooms must be properly licensed FORSCOM Form 133-R (Quantity Distance Verification) for storage of explosives. The license will specify the location approved for storage; the quantity of ammunition by DODIC; time restrictions on storage; and safety, security, and fire protection inspection requirements. Contact III Corps Safety for assistance with getting a license.

2-4. Malfunction

a. A malfunction is:

(1) The failure of an ammunition item to function as expected when fired or launched.

(2) The function of explosive components during a nonfunctional test.

b. Malfunctions include abnormal or premature functioning of explosive ammunition items, warheads, missiles, and rockets, resulting from proper handling, maintenance, storage, transportation and tactical deployment.

c. Malfunctions do not include accidents and incidents resulting from negligence, malpractice, vehicle accidents, or fires.

d. When ammunition malfunctions occur:

(1) Cease fire.

(2) Care for any wounded.

(3) Immediately notify Range Control by the quickest means available of the:

(a) Type of malfunction (for example in-bore premature).

(b) Weapon involved.

(c) Type of ammunition involved (for example, 40mm-B572).

(d) Lot number of ammunition involved (for example, MA-79E007-042).

(e) Quantity of the lot remaining on hand.
(f) Time of malfunction.
(g) Possible cause of malfunction (the weapon, the ammunition, or unknown).
(4) Do not move or disassemble the weapon, ammunition, and associated materiel until an authorized person from QASAS, EOD, Range Control, or a qualified weapon technician from the Logistics Assistance Office (LAO) has inspected and released the material.
e. Refer to Appendix K, and paragraphs 2-5 and 2-6, below for additional information.
f. Report dud and misfire rates greater than or equal to those in Appendix K. Use DA Form 4379-R (Ammunition Malfunction Report) or DA Form 4379-1-R (Missile and Rocket Malfunction Report) to report malfunctions according to AR 75-1(Malfunction Involving Ammunition and Explosive) (RCS CSGLD-1961 [MIN])

2-5. Misfires

a. A misfire is a failure of a component to fire or explode following an intentional attempt to cause an item to do so.
b. Misfires will be removed from weapons only on command from the range OIC/NCOIC. Removal of an unfired round should be done using extreme safety precautions and approved procedures established for that weapon system.
c. Guided missiles must be disposed of according applicable TMs. EOD and QASAS will be notified of the situation through Range Control. Units will await further instructions from the responding EOD personnel. Under no circumstances will unit personnel attempt to prepare the missile for return to the ASP without proper clearance by EOD.
d. See paragraph 2-4d for actions to be taken during misfires.
e. Place other misfires in a misfire pit. Upon completion of the range, misfires are placed in original containers, marked “misfire,” and returned to the ASP by the unit as unserviceable ammunition.
f. Excessive misfires are considered a malfunction. When excessive misfires occur, actions required for a malfunction will be followed. Excessive misfires are determined by calculating the reportable defect rate (percentage) in conjunction with Appendix L, Figure L-18.
(1) According to Appendix L, two rockets must be misfires to be considered a malfunction. See AR 75-1, Table B-1, for procedures to calculate percentage rates for duds or misfires.
(2) Example: Assume that of 72 rockets fired, two misfired. The reportable defect rate equals the amount of misfires divided by the amount of rounds fired multiplied by 100. The defect rate = 2 percent (misfired rounds x 100 = reportable defect rate). To be classified as a malfunction, the reportable defect rate must be 1 percent or greater. This incident is considered a malfunction; in this case, report the malfunction according to paragraph 2-5g below.
g. Report dud and misfire rates greater than or equal to those in Appendix L. Use DA Form 4379-R or DA Form 4379-1-R to report malfunctions according to AR 75-1 (RCS CSGLD-1961[MIN]). Coordinate with QASAS personnel at the ASW for assistance in preparing reports.

2-6. Duds

a. A dud is an explosive ammunition which has not armed as intended or which has failed to function after being armed.
b. Qualified EOD personnel destroy duds. Contact the III Corps ACofS, G3 Range Control with the following information prior to leaving the range:
(1) Dud coordinates.
(2) Site, by ground features.
(3) Method by which marked (mark duds with any distinctive device not closer than 12 feet (4 Meters) from the dud). Do not enter impact areas to mark duds.
(4) Dud type and caliber.
(5) Number of duds.
(6) Time item fired and suspected to be dud.

(7) Have a guide available to help EOD personnel.

(8) Name, rank, unit and telephone number of individual making report.

c. Excessive duds are considered a malfunction. When excessive duds occur, actions required for a malfunction will be followed. Excessive duds are determined by calculating the reportable defect rate (percentage) according to AR 75-1.

(1) According to Appendix L, at least two (2) 4.2-inch high explosive target practice – tracer (HE-TPT) mortar rounds must be duds to be considered a malfunction

(2) Use the formula in Appendix L to calculate defect rate.

(3) Example. Assume that out of 50 rounds fired, 3 were duds. The reportable defect rate equals the amount of duds divided by rounds fired multiplied by 100. The defect rate equals 6 percent (dud rounds x 100 = reportable defect rate). To be classified as a malfunction, the reportable defect rate must be five percent or more. This incident is considered to be a malfunction. Report malfunction according to paragraph 2-6e.

d. Some units may be required to wait on a range for EOD to respond and clear the duds before clearing the range. EOD must observe the specified period of time to allow fusing and firing mechanisms an opportunity to function as designed as a safety factor. EOD personnel will not violate wait times to allow the unit to clear range.

e. Report dud and misfire rates greater than or equal to those in Appendix K, Figure K-18. Use DA Form 4379-R or DA Form 4379-1-R to report malfunctions according to AR 75-1 (RCS CSGLD-1961 (MIN)).

2-7. Ammunition suspensions or restrictions

a. Suspended ammunition is that ammunition determined to be unsafe for firing. Restricted ammunition is ammunition that is unsafe to use under specified conditions or degraded performance.

b. The ASP will notify the ACofS, G3, and the 4th CMMC of any suspension that affects CALS on hand stocks.

c. On receipt of a suspension or restriction notice, unit will:

(1) Immediately cease-fire and check ammunition lots to determine if the suspension or restriction applies to ammunition in possession.

(2) Notify Range Control of quantity of suspended or restricted ammunition on hand.

(3) Turn-in suspended ammunition as soon as possible.

d. Occasionally, units may have suspended or restricted ammunition on hand that requires immediate replacement or exchange to prevent degradation of the training event. If suspended or restricted ammunition is on hand, the following actions will be taken.

(1) The unit will contact the ASP during normal duty hours or the 664th Ordnance Company charge of quarters after duty hours, and provide the following information.

(a) Quantity and type of ammunition to be turned-in.

(b) Quantity and type of ammunition required for use (do not exceed the original issue amount less any amounts expended).

(c) POC name and telephone number. ASP personnel will coordinate an appointment time with the unit dependent on workload (normal working hours) or recall time (after duty hours).

(2) Prepare, process and issue DA Form 581 (Request for Turn-in or Issue of Ammunition) through the DAO/equivalent and III Corps G3 for issue amount of ammunition for exchange. Prepare a DA Form 581 for turn-in of unused ammunition under restriction or suspension.

(3) Go to the ASP to meet the coordinated appointment time with sufficient certified vehicles to carry issued ammunition. The ASP conducts the issue as requested. Original last fire date and delinquent date will not be modified because of an ammunition exchange.

e. Overhead fire. Specific lots of ammunition are designated as suitable for overhead fire. The following statement will be annotated in block 28 of the DA Form 581, for any ammunition required for overhead fire: “the above ammunition will be used as overhead fire”.

Section IV
Operational Test Command

2-8. Operational loads

a. Units are authorized an operational load of Class V supplies. In the ARNG, the state AG designates units authorized to maintain operational loads of Class V supplies. As outlined in DA Pamphlet 710-2-1, stockage of Class V is authorized for:

(1) ARNG training, demolition materials (as authorized by CTA 50-909), ceremonial, or state security ammunition used on a recurring basis.

(2) Ammunition required by police or investigative agents to perform their duties.

(3) EOD.

b. Commanders needing to maintain an operational load for law enforcement and investigative or guard personnel, or those purposes authorized by CTA 50-909, table 62, must submit a proposed stockage list through command channels to III Corps ACofS, G4, for approval. The III Corps, ACofS, G4, will coordinate request with III Corps Safety and DPW Fire Department prior to approval. Quantities above those indicated in CTA 50-909 must be approved through the III Corps, ACofS, G4 to FORSCOM. Request must include the following information:

(1) Unit designation of who will be managing the load.

(2) Type and quantity of materials to be stored.

(3) Duration of storage.

(4) Purpose of items to be stored.

(5) Locations of storage site, to include security requirements to properly safeguard the load.

(6) The first Lieutenant Colonel in the chain of command will sign this memorandum.

(7) The unit must provide the name of the property book officer who will ensure the items are placed on the unit property book.

c. A maximum of 5,000 rounds of small arms ammunition (50 caliber and below) with non-exploding projectiles to the nearest depot pack may be stored by this method.

d. Operational loads will be accounted for as follows:

(1) Ammunition authorized by CTA 50-909 and not expected to be expended (for example, civilian disturbances, security guards, emergency signals, and site security) will be accounted for on the property book by DODIC, quantity, lot number, and serial number. Ammunition authorized by CTA 50-909 and expected to be expended “within 5 days” (for example, qualification of civilian guards, CAD/PAD, blank ammunition for ceremonies, and disposal of duds) will be accounted for by DODIC, quantity, lot number, and serial number through the use of DA Form 5515 (Training Ammunition Control Document).

e. Unit stockage will not exceed a 30-day supply.

f. Operational load ammunition will be continuously accounted for through the use of property book procedures and hand receipt control.

g. When ammunition is expended, the unit will turn-in residue and live ammunition to reconcile the original DA Form 581 issue document.

h. Ammunition containers will be clearly marked to reflect identification data (lot number, nomenclature, quantity, DODIC, and serial number) of contents. If lot number or nomenclature become unidentifiable, ammunition will still be processed for turn-in against the original issue document.

i. Operational loads and unit arms room and/or Class V storage areas require an annual surveillance inspection/technical support visit according to FORSCOM Regulation 700-4 and SB 742-1.

j. Types of operational loads.

(1) Ammunition authorized by CTA 50-909 or the MACOM and not expected to be expended (for example, security guards, emergency signals, CADS/PADS items and site security) will be accounted for on the property book by DODIC, quantity, lot number, and serial number, and will be controlled through hand receipt procedures.

(2) Ammunition authorized by CTA 50-909 or the MACOM and expected to be expended within 5 days (for example, qualification of guards, blank ammunition for ceremonies, and disposal of duds) will not be placed on the property book and will be accounted for by the DODIC, quantity lot number, and serial number, through the use of DA Form 5515.

(3) Operational load ammunition will be continuously accounted for through the use of hand receipts.

(4) Unit stockage will not exceed a 30-day supply, unless III Corps approves an exception.

(5) When expended, the unit will turn-in all residue and ammunition to reconcile the expended quantities with issued quantities on the original DA Form 581 at the ASP.

2-9. Cartridge activated devices (CADs) and propellant activated devices (PADs)

a. CADs/PADs are federal supply classification (FSC) 1377 ammunition items designed with specific shelf and service life limits. As such, they require close monitoring and control to ensure they are used within these limits.

b. Signal devices are FSC 1370 ammunition items. Generally, they consist of 1370-L119, Signal Kit – Personnel Distress, contained in survival vests.

c. Ammunition items mentioned in 2-9a will be forecasted, requested, accounted for, inventoried, stored, transported, monitored for suspension or restriction or release actions, and turned-in according to normal ammunition procedures.

(1) Units requiring CAD/PAD items will use their maintenance schedules, shelf and service life replacement to determine required replacement dates and submit a separate forecast to 4th CMMC's Item Manager NCOIC. Forecasts for CAD/PAD items will be submitted NLT 31 January, 31 May, and 30 September. Each forecast will cover a 120-day period. Items on the forecast will be forecasted at least 60 days from required replacement date (for example: an item requiring replacement in January must be forecast in the month of October). Forecasts will include the tail number of the aircraft for which the replacement devices are desired. Failure to forecast properly may result in the grounding of aircraft due to non-availability of replacement devices. CAD/PAD items are requested from the ASP on DA Form 581. DA Form 581 will be processed through 4th CMMC for approval. The ASP will not issue CAD/PAD items to units that do not have 4th CMMC's stamp and 4th CMMC representative's signature in the REMARKS block of DA Form 581.

(2) If CADs/PADs are unforecasted and excess stocks are not available in the ASP, the DA Form 581 will be disapproved by 4th CMMC and returned to the unit without further action. Emergency requests to OSC, 02/03 priority, will not be initiated by 4th CMMC without a fund site from the unit, for payment of the emergency shipment from depot.

(3) When the unit has delinquent documents, the unit will be issued CADs/PADs, on an emergency basis only. The unit will not be issued any training ammunition if they are delinquent on CADs/PADs.

d. When the CADs/PADs are drawn from the Fort Hood ASP, the DA Form 581 will be held open for 5 working days until replaced CADs/PADs are turned in according to paragraph 3-11.

e. CADs/PADs items are non-TAMIS-R items. If the CAD/PAD items were expended, the unit will turn-in the residue. Residue must match the issue.

f. CADs/PADs items that have been removed must be repackaged using the replacement item's container. Markings should be obliterated and the container tagged with the following information:

(1) NSN/DODIC.
(2) Nomenclature.
(3) Lot number.
(4) Part number (if available).
(5) Installation date.
(6) Removal date.
(7) Aircraft type/serial number.
(8) Quantity.
(9) Shelf and/or service life expiration date.

(10) Reason for unserviceability (if lot is also unserviceable for reason(s) other than shelf and/or service life expiration).

g. Computation of shelf life and service life. Since CADs/PADs service limits can be based on shelf or service life, the date that occurs first is the CADs/PADs service limit expiration date. To compute shelf or service life, use the following criteria:

(1) Shelf life. The date of manufacture plus the Army-published shelf life equals shelf life expiration date.

(2) Service life. Service life begins when the CAD/PAD airtight container is opened, regardless of the reason. This date plus the Army-published service life limit equals the service life expiration date. The service life expiration date will never exceed the shelf life expiration date.

(3) All Fort Hood units will comply with service limits cited in Appendix B of TB 9-1300-385 and all updates. Additional data can be found in the TM 9-1377-200-20&P and TM 43-001-39 series publications. If a conflict on service limits is encountered, TB 9-1300-385 takes precedence. Questions on Army service limits or requests for extension will be addressed to AMCCOM, ATTN: AMSMCQAS-P, Rock Island, Illinois 61299-6000.

h. CADs/PADs items do not require property book accountability, but must be accounted for on a hand receipt before installation or upon removal from an aircraft/helicopter. Once installed, they are accounted for on the aircraft inventory record (AR 710-2).

i. Units must conduct monthly inventories of those items that are not installed on aircraft or stored in survival kits. Units will inventory items installed on aircraft or stored in survival kits when maintenance operations provide access to them.

j. CADs/PADs items will not be stocked by any unit other than the Fort Hood ASP.

k. Class V repair parts will be segregated from other repair parts and conspicuously marked to reflect their hazard.

2-10. Requesting ammunition to support Operational Test Command (OTC) approved tests

Requesting Ammunition to Support OTC. Units requesting ammunition in support of an OTC approved test must have their request approved by the OTC ammunition officer who is the approving authority for DA Form 581. The unit will enter the OTC ammunition officer's signature block in block 14a of DA Form 581 and obtain his or her signature in block 14c prior to submission to the ASP. The DA Form 581 does not have to be processed through the III Corps ACofS, G3. The ASP will only issue ammunition from the RAD account code for this type request. No ammunition from any other account will be issued without approval from 4th CMMC.

Section V
Amnesty Ammunition Found on Post (AFOP) Program

2-11. Ammunition found on post (AFOP) and amnesty program

a. AFOP.

(1) Individuals finding ammunition should not handle or disturb the munitions. AFOP will be reported immediately by telephone to the Fort Hood Military Police, Range Control or EOD. The report should include the following information:

(a) Type of ammunition found (if known).

(b) Exact location of AFOP.

(c) Any other pertinent information known or requested.

(2) Individuals reporting AFOP will not be subject to adverse action or investigation and are encouraged to assist Military Police in their investigation.

(3) The AFOP program is not a substitute for normal turn-in procedures and will not be used to circumvent standard supply procedures. Units discovering ammunition after reconciling their account are authorized to make an amended turn-in.

(4) III Corps and Fort Hood commanders and soldiers must be aware of AFOP procedures.

(5) Any AFOP of unknown origin (excluding small arms ammunition cartridges .50 caliber and below) is considered hazardous and will not be moved by untrained personnel. Supporting EOD/QASAS personnel will respond to recover AFOP upon notification. EOD/QASAS will determine when recovered AFOP is unsafe for storage or handling and must be destroyed. Other items will be returned to the ASP for disposition.

(6) EOD personnel will document receipt of AFOP with a DA Form 3265-R. EOD units preparing the DA Form 3265 will not record the names of individuals making a turn-in.

(7) EOD personnel may store AFOP in assigned explosive storage areas provided all explosive safety and security requirements are met and under the following guidelines:

(a) EOD is authorized to hold AFOP in assigned storage areas when the ASP is not open. AFOP stored by EOD will be turned in as soon as the mission workload permits but not later than three workdays following the recovery. Should stored quantities reach the explosive safety limits of the storage facilities or compatibility becomes a problem, EOD will immediately coordinate a serviceable turn-in with the supporting ASP. The ASP will provide the EOD unit with procedures to be used for recalling ASP personnel to accept an AFOP turn-in. Should difficulties be encountered in contacting personnel according to the published procedures, EOD will notify the 553d CSB for assistance.

(b) A copy of the DA Form 3265-R (Explosive Ordnance Disposal Incident Report) will be completed on recovery and will remain with the AFOP when items are placed in storage. The original copy of the DA Form 3265-R will be kept in EOD unit files to account for the recovered ammunition. A copy of the 3265-R will be provided to the servicing ASP to use as supporting documentation for the gain posted to the accountable records.

(8) During normal ASP operating hours, ASP personnel will respond in a timely manner to accept AFOP deliveries. ASP operators will give assistance to EOD personnel by providing or coordinating for transport and handling beyond the capability of EOD to return AFOP to the ASP. Turn-in of AFOP by EOD units will receive priority. The ASP will immediately account for AFOP and EOD will be released of any further involvement.

(9) Small arms ammunition (.50 cal and below) that is found may be delivered directly to the ASP 24 hours a day. Call the 664th Ordnance Company Charge of Quarters for turn-in after normal duty hours.

(10) Ammunition residue found on post may be turned in at the Ammunition Residue Yard during normal duty hours. After duty hours, ammunition residue found on post may be turned-in using AFOP procedures as outlined in paragraph 2-11a(9) above.

(11) The AFOP recovery program will be publicized in conjunction with the Ammunition Amnesty Program as discussed below.

(12) AFOP (ammunition, explosives, or residue) must be transported in a military vehicle. AFOP that is found on post will not be transported in the passenger compartment of any vehicle. Ammunition or explosives will not be transported in privately owned vehicle except as outline in paragraph 6-3.

b. The Ammunition Amnesty Program.

(1) The Ammunition Amnesty Program is necessary to ensure maximum recovery of military ammunition, explosives and valuable ammunition residue items. The program is established to provide an opportunity for individuals to return ammunition that has been stolen, misplaced or erroneously left in the possession of an individual. These returns can be made without fear of prosecution. Therefore amnesty turn-ins will not be the basis for initiation of an investigation of individuals making the turn-in.

(2) The Ammunition Amnesty Program is not a substitute for normal turn-in procedures and will not be used to circumvent standard supply procedures. Units discovering ammunition after reconciling their account will make an amended turn-in on DA Form 581. Any item deemed unsafe will be reported to EOD or ammunition QASAS.

(3) To ensure proper control and safety, local ammunition amnesty boxes are not authorized. However, ASP personnel will accept delivery of ammunition under the amnesty program provisions

during normal ASP operating hours at the Ammunition Surveillance Workshop (ASW) located in building 92060 located at West Fort Hood (telephone: 287-8800). No paperwork is required and no questions will be asked of individuals making the turn-in.

(4) The Garrison Commander will:

(a) Plan, schedule, publicize (ICW Public Affairs Office) and execute semi-annual amnesty days twice a year during Fall and Spring post-wide clean-up. This facilitates the collection of abandoned or unauthorized AA&E and exercise Fort Hood's Amnesty Program.

(b) Additionally Garrison will coordinate with the local communities to ensure the AA&E Amnesty Program is known and understood by Fort Hood soldiers and family members.

(5) Unit Commanders will:

(a) Ensure personnel discovering ammunition after reconciling their account will make an amended turn-in on DA Form 581. This procedure will also be used for all amnesty ammunition recovered by any individual in the unit at any time. Any item deemed unsafe will be reported to EOD or Ammunition QASAS.

(b) Brief his or her soldiers on the Ammunition Amnesty Program procedures quarterly and prior to each exercise or training event that requires the use of ammunition. A reminder should be given during pre-firing briefings.

(c) Ensure the location and telephone number of the ASP and the ASW Amnesty Turn-In Point is posted throughout the unit area. Commanders will post directions in unit areas to provide this information.

(d) Designate an Amnesty NCO (1 per company, Sergeant or above).

(6) The amnesty NCO:

(a) Will attend the Ammunition Awareness Course.

(b) Will not create an atmosphere of intimidation for turn-in of amnesty ammunition.

(c) Will receive all amnesty ammunition and explosives from any unit personnel.

(d) Any amnesty ammunition deemed unsafe will be reported to EOD or Ammunition QASAS.

(e) Will coordinate with the ASP for turn-in of amnesty ammunition within 24 hours or the next duty day; all ammunition and explosives will be transported in a military vehicle.

(7) ASP will:

(a) Accept ammunition turned-in under the provisions of this program. Individuals turning-in A&E under the amnesty program are not required to have a turn-in document and are exempt from the 24-hour advance turn-in notification to the ASP.

(b) Initiate a DA Form 581 turn-in document to establish an audit trail.

(c) Respond in a prompt and timely manner to accept A&E from Unit Amnesty NCO's.

2-12. Amended turn-in

a. When units find they still have ammunition on hand due to error or oversight, an amended turn-in will be made. Prepare a new DA Form 581, noting the original issue document number, if known, in block 29 of the turn-in document. Enter the statement, "this is an amended turn-in document" in the remarks section of the turn-in document.

b. The first Lieutenant Colonel in the chain of command must sign the amended turn-in to ensure units do not abuse the turn-in procedures.

c. Individuals will not be subjected to investigations and adverse actions as a result of implementing amended turn-in procedures.

d. Notify the DAO/equivalent for turn-in appointment time. Turn-ins will be made during normal duty hours for the ASP.

e. Ammunition will be maintained under the security and control of the unit command at authorized locations until it can be returned to the ASP.

f. The advantage of an amended turn-in over amnesty turn-in procedures is that ammunition can be immediately accounted for at the unit level. Individuals will not hold, transport, and turn-in items without documents authorizing them to be in possession of ammunition. Additionally, units will receive credit for serviceable ammunition returned under amended turn-in procedures in the

same manner that credit is received for standard turn-ins, providing the original issue document number is noted on the turn-in paperwork. The unit will not receive credit for unserviceable turn-ins.

2-13. Partial turn-in of live ammunition

Partial turn-ins are not an accepted normal turn-in procedure. They will be considered only under specific emergency situations only (i.e., 4ID has 120mm tank ammunition on hand at the range. A worldwide suspension has affected all lots on hand at the ASP. 1CD needs these tank rounds for an upcoming gunnery. 4ID has lot numbers on hand that was not affected by the suspension, and are anticipating turning-in 500 rounds that will not be needed. Because of this extreme situation, a partial turn-in of the unused ammunition should be coordinated through the ASP).

2-14. Quality assurance specialists - ammunition surveillance (QASAS)

a. QASAS performs a variety of functions relating to ammunition logistics management and maybe augmented by Military Ammunition Inspectors (MOS 55B) or designated, trained civilian technicians.

b. Ammunition surveillance functions will include the following:

(1) Storage Inspections. QASAS will conduct inspections of magazines and other buildings in which ammunition is stored periodically according to SB 742-1. Quantity distance verification will be performed annually.

(2) Basic Load Inspections (BLI). QASAS will perform BLI at the same interval specified for periodic inspections in SB 742-1 using the sampling criteria. BLI will be performed at more frequent intervals and to a greater extent at the discretion of the QASAS as conditions warrant. Operational loads and other ammunition stored by units will be inspected at least annually. Units will notify the QASAS of stored ammunition and when any change of quantity or lot number is made.

(3) Arms room inspection. QASAS will perform annual inspections for storage and serviceability of ammunition and compliance with AR 190-11 and DOD Manual 5100.76-M.

(4) Suspension and restriction monitoring. QASAS will maintain a file on all suspensions and release notice messages. All basic load, operational load, training or other ammunition stored by units will be checked against each notification of suspension or restriction. All incoming ammunition will be checked for suspensions and restrictions. QASAS will ensure that all ammunition on hand at the ASP is updated in the SAAS-Mod computer system as the notices for suspensions or restrictions are received.

(5) Technical assistance. QASAS will provide technical assistance upon request for any ammunition, storage, or munitions transportation related problems.

(6) Area inspections. QASAS will conduct ongoing inspections of ammunition areas and activities to include the AHA and range or training area storage sites.

(7) Range inspections. QASAS will conduct periodic inspections of firing ranges and field ASPs (FASP) including:

(a) Inspections of ammunition in temporary outside storage areas such as FASPs, ranges, training areas, etc.

(b) Safety inspections of vehicles used to transport ammunition and explosive prior to entering and leaving the ASP.

(c) Inspections of live ammunition and explosives at turn-in to the ASP and certification of misfires as suitable for transportation.

(d) Investigations of munitions malfunctions and quality deficiencies identified by units and suspending use thereof when the situation warrants. Also, take appropriate action to stop the use of suspended or restricted ammunition once a notification message is received.

(e) Monitoring of unit training at ranges and training areas for compliance with regulations governing safety of ammunition, explosives, and accountability and compliance with provisions of the EPA-MMR.

2-15. Commercial ammunition shipments

a. Directions. All inbound commercial trucks will be directed to the Clarke Road exit on Highway 190.

(1) Shipments inbound to Fort Hood. For shipments destined for Fort Hood, all trucks arriving during duty hours (0600-1500, Monday through Friday) will be directed south on Clarke Road through ACP 9-A to the ASP. 664th Ordnance Company will notify the PMO of any ASP closure dates and times (i.e., for inventories). After duty hours, all trucks will be directed north on Clarke Road through ACP 9 to the AHA.

(2) Safe haven requests. Truck shipments of DOD titled ammunition and explosives not destined for Fort Hood may request safe haven at Fort Hood before proceeding to the final destination.

b. ACP procedures and guidance.

(1) ACP guards are NOT authorized to break the seals on commercial ammunition trucks. Only qualified ammunition inspectors, QASAS, or EOD personnel will break seals on commercial ammunition shipments. Only QASAS personnel will re-certify, reseal, and release the ammunition loads from the Suspect Truck Holding Area.

(2) Once a truck arrives at ACP 9 or 9-A, the number on the seal of the trailer or container must be checked against the seal number written on the Bill of Lading. If the numbers match and there is nothing else suspicious about the paperwork, the truck, or the driver, then the truck should be directed to the ASP or AHA.

(3) If the trailer or container seal is broken, the seal numbers don't match, or the guards are suspicious of the truck, driver, or paperwork for any reason, ACP guards will immediately direct the truck to the side of the road at the ACP, monitor the truck and driver, and notify the PMO ACP Operations Division.

(4) The PMO Operations Division will respond to ACP guard suspicions by directing MPs to investigate. Once on site, MPs will verify the validity of the truck and shipment by contacting the MTMC CONUS Operations EOC at commercial (757) 878-7511/8351 or DSN 927-7511/8351. Once contacted, MPs should verify the data on the arriving shipment, including the carrier name, bill of lading number, origin and destination.

(5) If the MP validates the legitimacy of the shipment, the MP will direct the truck to the ASP or AHA. However, if the seal is broken or the MP is suspicious of the truck for any reason, the MP will notify the PMO immediately to report the suspect truck.

(6) Upon notification of the presence of a suspect truck, the PMO will:

(a) Contact the III Corps EOC and report the suspect truck incident.

(b) Provide an escort vehicle with at least two, armed MPs to escort the truck to the suspect truck holding area (vicinity of PV 09964150).

(c) Provide access through ACP 14 (if closed) and clear and secure Old Copperas Cove Road between Clarke Road and the gate at the Copperas Cove city limit.

(d) Contact Range Control and notify them of the incident to verify if any units are currently conducting any training in the area.

(e) Contact 13th COSCOM SDO/EOC at 287-8800 to have QASAS, EOD and 664th Ordnance OD (664th OD) Company respond as appropriate.

(f) Hold the suspected truck at the suspect truck holding area until it is cleared by QASAS.

c. Responsibilities.

(1) 13th COSCOM will:

(a) Respond when notified of a suspect truck incident by alerting the QASAS, EOD, Support Operations Munitions Branch, G3 Training, and 64th CSG (664th OD).

(b) 13th COSCOM G3 will verify if any units are training in the vicinity of the suspect truck holding area (training areas 21A/B and 22A/B) and notify Range Control and PMO.

(c) Provide guards and MPs at ACPs 9 and 9-A with strip maps showing routes to the ASP, AHA and suspect truck holding area.

(d) Provide for QASAS support, 24 hours per day.

(e) Develop internal procedures to handle vehicles that are determined to be suspect after arriving at the ASP.

(2) PMO will provide support as listed in paragraph 2-15b above and in coordination with the ACP guards, 664th OD, QASAS and EOD will fill out and submit the SIR to III Corps EOC following a suspect truck incident.

(3) Range Control, in coordination with PMO, will clear training areas 21A/B and 22A/B of personnel if these areas are being used during a suspect truck incident.

(4) 47th EOD will respond to suspect truck incidents as appropriate.

2-16. Movement of ammunition, arms, and explosives (AA&E) by unit or organization transportation

a. It is prohibited to carry, move or store AA&E in privately owned vehicles (POVs) either on or off of the installation.

b. Commanders will ensure that enough security measures are taken to protect AA&E being moved by unit or organizations transportation, on or off installations. Security measures will be adhered to according to AR 190-11, Chapter 7. AA&E items will not be left unattended or unsecured at any time.

c. Categories I and II AA&E will be placed in the custody of a commissioned officer, warrant officer, noncommissioned officer (Sergeant and above) or DOD civilian (GS-5 and above), or DOD contractor employee in a similarly responsible position. Categories I AA&E will be provided armed guard surveillance. Categories II AA&E will be provided armed guard surveillance provided State or territorial law does not prohibit the arming of guards. In the event that state and territorial law prohibits arming of guards for Category II AA&E, a request for exception to this requirement along with the compensatory security measures will be submitted according to AR 190-11, paragraph 2-4.

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

e. Movement security criteria does not apply to AA&E issued to individual soldiers or units performing mission requirements. See AR 190-11, Chapter 2 for physical security requirements of AA&E deployed in the field for training or operational purposes.

f. Bulk shipments of AA&E by unit transportation will be placed in approved shipping containers, for example, CONEX, MILVAN, SEAVAN. The container will be secured with approved locks.

(1) Containers will be placed door-to-door or door-to-immovable object to prevent unauthorized entry.

(2) A detailed packing list will be placed in the container for inventory purposes with serial numbered items listed by serial number.

(3) AA&E shall not be left unsecured in vehicles.

Chapter 3
Forecasting

Section I
Training Ammunition

3-1. Forecasting requirements

a. Training ammunition requirements determination is a peacetime procedure based on guidance in DA Pamphlet 350-38, DA Pamphlet 350-39 and projected training events such as individual weapons qualification, field training exercises (FTX), and crew weapons qualification. The requirement determination process uses unit MTOE data and DA Pam 350-38 to submit training ammunition needs. Data from actual ammunition issues and turn-ins are used to update this database. Factors that influence requirements, determination and submission are:

(1) Historical and actual consumption data from previous training exercises.

(2) Fiscal year authorization provided by unit's G3/S3.

(3) Unit's twelve-month training calendar (check with the unit G3/S3 for significant events).

(4) CTA 50-909, Army Training and Evaluation Program (ARTEP).

(5) Number of personnel to undergo each training event.

(6) Any special requirements, such as overhead fire, calibration, high fire hazard months, live fire exercises (LFX), and combined arms live fire exercise (CALFEX).

(7) Training objective.

(8) Equipment or weapon system availability.

(9) Available range time.

(10) Authorizations from current and previous years.

b. TAMIS-R Training Ammunition Requirements Report. This report summarizes the total quantity of each DODIC required to support training during the upcoming FY. Before each FY begins, MACOMs use this report to modify and state requirements to HQDA at the Annual Training Ammunition Authorization Committee (TAAC) meeting prescribed by AR 5-13 (Training Ammunition Management System). From this meeting, HQDA gives MACOMs authorization for training ammunition based on stock availability, funding, ammunition production, transportation and other considerations. These requirements are due to III Corps ACofS, G3, Training and Support, Ammunition in December of each FY for the upcoming FY. Consumption of these authorizations is managed through the submission of a request for issue and turn-in on a DA Form 581.

3-2. Training ammunition management information system-redesigned (TAMIS-R) forecasting procedures

a. Active duty FORSCOM units located on Fort Hood.

(1) Forecasts:

(a) MSC ammunition managers will ensure that units have entered their monthly training ammunition forecasts into TAMIS-R by the 20th calendar day of each month. The 60-day lock-in will be in effect and MSC ammunition managers will report to III Corps, ACofS, G3 when forecasts have been entered. Forecasts cannot be entered after the suspense date and all non-CALS ammunition required after a forecast has been entered and locked-in will be treated as an unforecasted request. Unforecasted requests for CALS items will not be approved.

(b) III Corps G3 will approve forecasts in TAMIS-R using STARS and print an "APPROVED" copy of every MSC forecast and have that available for the unit to pick up by the 25th of each month.

(c) Specific forecasting procedures are found in the TAMIS-R users manual that is available on the TAMIS-R web site at `http://live.tamis.org`.

(2) User maintenance. The name of anyone that an MSC ammunition manager wants to be a TAMIS-R user should be sent to III Corps, ACofS, G3 by E-mail. If approved, III Corps, ACofS, G3 will add the person to the system as an authorized user. MSC ammunition managers must also request for users to be removed when they no longer require access to TAMIS-R.

(3) Account and UIC maintenance. MSC ammunition managers will notify III Corps, ACofS, G3 by E-mail with any change in a unit name or UIC. III Corps, ACofS, G3 will make the necessary changes in the system. MSC ammunition managers will reconcile their TAMIS-R hierarchy reports by the first day of every month and report the results to III Corps, ACofS, G3 by E-mail.

(4) Authorizations.

(a) III Corps G3 will sub-authorize training ammunition to each MSC as soon as authorizations are received form FORSCOM. MSC ammunition managers will sub-authorize training ammunition authorizations, given to them down to the unit level. Training ammunition must be sub-authorized to a unit level so that ammunition can be forecasted under the unit account and so that expenditures will post to that unit account. Ammunition left in account levels cannot be forecasted or expended.

(b) MSC ammunition managers will print sub-authorizations comparison reports on the first day of each month or as directed by III Corps, ACofS, G3 and reconcile any over or under authorizations they have in these reports. Report the results to the III Corps, ACofS, G3 by E-mail.

b. Non-FORSCOM units.

(1) All Non-FORSCOM and units not located on Fort Hood must comply with the ammunition forecasting portion of this section to get ammunition at Fort Hood. These units should ensure that their authorizations and accounts are properly posted in TAMIS-R. If the unit does not have adequate remaining authorizations in TAMIS-R to cover the amount of ammunition requested, the request will only be approved for the amount of authorizations remaining in the unit account and properly forecast as shown in TAMIS-R.

(2) All Non-FORSCOM units must send an E-mail to the Fort Hood Installation Ammunition Manager listing their forecast as well as input it into TAMIS-R.

c. Non-STRAC ammunition requirements. These requirements will be forecasted by each MSC ammunition manager to III Corps G3 by E-mail, in an Excel spreadsheet in December with an explanation of the requirement, (NCOA, Longbow NET, etc.)

d. Dummy, drill, and inert (DDI) ammunition Items. These items are forecasted annually, not later than 15 September of each FY to the 4th CMMC. The property book officer must approve requests for these items. Units that have not forecasted these items must submit an unforecasted requested for DDI items to the CMMC.

e. Off Post Training Requiring Home Station Training (HST) Ammunition. Commanders conducting training on installations other than Fort Hood must forecast ammunition requirements 60 days prior to the month of the planned training event.

(1) Units training at NTC are authorized a standard ammunition package as part of the normal rotational unit support from NTC.

(2) Requirements in addition to the standard NTC package may be shipped to NTC or requisitioned for shipment to NTC from an ammunition depot. Units desiring items other than those contained in the standard package must submit their requirements to III Corps, ACofS, G3. If approved by III Corps G3, the requirements will be forwarded to 4th CMMC for requisitioning and/or shipment from the depot or the items may be obtained from NTC if they are available excess to other known requirements.

(3) Units that have additional ammunition shipped to the NTC and do not expend that ammunition may be required to provide the NTC with a fund cite to pay transportation costs for return shipment if they desire to get those authorizations returned to their HST account. Any HST ammunition shipped to NTC and not expended and left at NTC will be lost by the requesting unit and become property of NTC for them to use as they see fit. This issue will be deducted from the requesting units FY authorizations even if it is not expended. Requests for ammunition items above the standard package will reduce the unit's annual authorization.

(4) Units training on installations other than NTC are required to forecast ammunition needs to that installation in TAMIS-R. Requested quantities will reduce the unit's annual authorizations. MSC ammunition managers will submit an E-mail request a minimum of two months prior to the scheduled training event to the III Corps, ACofS, G3, with the following information:

(a) Installation where training will be conducted.

(b) Training dates.

(c) Required ammunition DODICs and quantities.

(d) Desired pick-up date.

(e) Required delivery date.

(5) III Corps, ACofS, G3 will coordinate ammunition availability with the servicing installation. Should the servicing installation not be able to provide the requested items, the unit can request that the item be shipped from Fort Hood provided the item has been properly forecast and is available on-post and adequate time remains for shipment. The requesting unit may be required to fund transportation costs.

(6) Units drawing ammunition at other installations will turn-in residue and unused ammunition and clear all documents before departing that installation. Upon returning to home station, all documents will be turned-in to the III Corps, ACofS, G3 to ensure correct posting to unit accounts.

f. Forecast increases are permitted only outside the 60-day forecast window. All forecasts have a 60-day or 2 month lock in period. Example: Forecast submitted in May for a 12-month period already has a lock in period of June and July. August is locked in with the submission of the May forecast.

Figure 3-1. Forecast windows

*Jun	300	Sep	250	Dec	200	Mar	100
*Jul	300	Oct	600	Jan	200	Apr	100
*Aug	400	Nov	400	Feb	200	May	200

* Forecast for August is submitted in May. The first 60 days, June and July are already locked at the time of submission. No increases are authorized. August is locked in with the submission of the May forecast.

3-3. Reserve component ammunition forecasting

a. Ammunition forecasts should be a major topic at annual training pre-camp conferences to discuss actual planned training, availability of training facilities, and anticipated annual training attendance. Forecasts should be adjusted based on results of the pre-camp conference.

b. Adjustments to forecasted requirements should be submitted as they occur, but not less than 60 days before scheduled training. Short-term adjustments normally do not provide enough time for the ammunition logistical system to respond.

(1) USAR units will submit training ammunition forecasts through their chain of command to the parent United States Army Reserve Command (ARCOM) and to Commander, III Corps and Fort Hood, ATTN: G3 Training and Support, Ammunition, Fort Hood, Texas 76544.

(2) Reserve Officers Training Corps (ROTC) units will submit forecasts to the Fourth ROTC Region at Fort Lewis, Washington and to the Commander, III Corps and Fort Hood, ATTN: G3 Training and Support, Ammunition, Fort Hood, Texas 76544.

(3) Texas National Guard (TXNG) units will submit forecasts through their chain of command to the state AG and to the Commander, III Corps and Fort Hood, ATTN: G3 Training and Support, Ammunition, Fort Hood, Texas 76544.

(4) ARNG units (other than TXNG) will submit forecasts through their chain of command to the respective state AG and to the Commander, III Corps and Fort Hood, ATTN: G3 Training and Support, Ammunition Fort Hood, Texas 76544.

c. Units that do not submit a forecast directly to Fort Hood G3, 60 days prior to the training event will not have Ammunition reserved for them in the forecast and will be required to submit unforecasted requests if they still require ammo. Submission to a non-Fort Hood higher headquarters 60 days prior *is not* grounds for inclusion in the Fort Hood forecast.

Chapter 4
Training Ammunition Procedures

Section I
Introduction

4-1. Introduction

a. This chapter describes the ammunition supply procedures used by Fort Hood to:

(1) Delegate authority using DA Forms 1687.

(2) Request ammunition.

(3) Turn-in ammunition.

(4) Account for ammunition.

b. The goals of the ammunition supply system are:

(1) To ensure the correct quantity and type of ammunition are on hand and ready for use where needed.

(2) To ensure ammunition and explosives are accounted for until relief from responsibility is granted to the requesting unit. The information, guidance, and requirements in this section will help units meet these goals.

Section II
Forms

4-2. DA Form 1687 (Notice of Delegation – Receipt for Supplies)

Unit commanders are responsible for security and control of the units ammunition program and for ensuring that only authorized personnel will receipt for class V drawn from the ASP. This is accomplished through the use of DA Form 1687, Notice of Delegation of Authority, Receipt for Supplies.

a. Prepare DA Forms 1687 according to DA Pam 710-2-1 and Figure K-6. Make them valid for the period the approving authority expects to remain in their position or not to exceed one year, whichever is less.

b. Commanders can authorize Sergeants (E-5) and their civilian equivalent (GS-05) to sign requests (block 13c of the DA Form 581) for pick-up of ammunition. Commanders will be selective when assigning personnel to duties involving control of AA&E. Only personnel who are mature, stable, and have shown a willingness and capability to perform assigned tasks in a dependable manner will be assigned to duties which involve responsibility for the control, accountability, and shipment of AA&E. As part of the selection process, personnel assigned duties involved in the control, accountability, and shipment of AA&E will be screened and evaluated using DA Form 7281-R (Command Oriented Arms, Ammunition, and Explosives (AA&E) Security Screening and Evaluation Record). Completed forms will be retained on file within the command until the individual departs or is relieved of his or her AA&E oriented duties. Commanders may delegate authority to contractors to approve ammunition requests (block 14a of DA Form 581) and receive ammunition from an ASP (block 31b). Effective immediately, United States Marine Corps (USMC) units are exempt from rank requirement provisions of DA PAM 710-2-1, para 11-9g(2) for requesting ammunition. USMC commanders must follow the procedures to properly delegate authority using DA Form 1687. Only persons in the rank of SGT and above are authorized to receipt for Category I and II arms, ammunition, and explosives as defined in AR 190-11/NGR 190 - 11. Commanders designate a responsible person to receipt for Category III and IV ammunition. Commanders may designate as many personnel as they desire to request and receive ammunition.

c. Upon *any* element of data becoming outdated on this card, the entire card is no longer valid and will be replaced with a new card. All entries, except the signature and initials, will be either legibly printed in ink or typewritten. The signatures (payroll) and initials will be written in ink. Neither carbon copy of signatures, traced over signatures, nor photocopies of original will be accepted. It is the accountable officers discretion to accept a signature card.

d. Approving authority cards: The commander who controls the ammunition authorization will designate a responsible person to authenticate (sign block 14a on DA Form 581) ammunition requests, i.e., the DAO/equivalent, or MSC S3. This designation will be provided to the ASP accountable officer on DA Form 1687.

e. The appointment orders or assumption of command orders for the individual delegating the authority must accompany DA Form 1687.

f. All individuals on the DA Form 1687 must have attended the Ammunition Awareness Course prior to receiving ammunition at the ASP.

4-3. Request for issue

Units will prepare DA Form 581 according to this regulation.

a. The DA Form 581 will be prepared in 6 copies. Using Form Flow, prepare DA Forms 581 and place carbon paper between each copy prior to submitting document to DAO and III Corps for processing.

b. Prepare DA Forms 581 separating:

(1) Basic load.

(2) Training ammunition.

(3) Operational load.

(4) Forecasted ammunition from unforecasted ammunition requirements.

(5) TAMIS from non-TAMIS items.

(6) Training event codes.

c. Complete the DA Form 581 according to Appendix L, as stated.

d. Completing DA Form 581-1, continuation sheet.

(1) A continuation sheet will be used when more than seven line items are being requested.

(2) Complete the DA Form 581-1 according to Figure L-7.

e. Requests for inert ammunition items are processed in the same manner as a forecasted request, except that the DA Form 581 must have a unit property book document number assigned by the property book officer. This number is placed in block three on the DA Form 581. The unit must have properly forecasted for the item as noted in Chapter 3. All requests for DDI will be approved by 4th CMMC.

f. The DA Form 581 will not have correction fluid changes, and may not have more than three pen and ink changes in blocks 15 - 27. All other blocks may have legible pen and ink changes or entries.

g. Submission of the DA Form 581.

(1) Training ammunition requests will be processed through the unit's DAO/equivalent and through III Corps G3 for approval prior to submitting the request to the ASP.

(a) The DAO/equivalent will:

(1) Verify quantities requested are authorized and forecasted for the training period.

(2) Sign block 14a-c on DA Form 581.

(3) Call the ASP to schedule the appointment. Annotate appointment in block 28 of the DA Form 581.

(4) Deliver the DA Form 581 to III Corps, ACofS, G3.

(b) The III Corps, G3 will:

(1) Approve or disapprove requested quantities.

(2) Deliver the DA Form 581 to the ASP.

(2) ROTC units will submit requirements on a DA Form 581 (eight copies) through their regional headquarters to the Commander, III Corps and Fort Hood, ATTN: G3 Training and Support, Ammunition, Fort Hood, Texas 76544.

(3) USAR units will forward requirements on DA Form 581 (six copies) to the Commander, III Corps and Fort Hood, ATTN: G3, Training and Support, Ammunition Fort Hood, Texas 76544.

(4) ARNG units will submit their DA Form 581 (six copies) through USPFO to the Commander, III Corps and Fort Hood, ATTN: G3, Training and Support, Ammunition, Fort Hood, Texas 76544.

(5) The DA Form 581 must be at III Corps, ACofS, G3 a minimum of 5 full working days prior (not including Thursdays or holidays) to the requested pickup date. (For example: A unit has an approved draw date of Monday 18 September 00. The DA Form 581 must be at III Corps G3 by close of business Wednesday, 6 September 00. The G3 will deliver it to the ASP the following business day).

(6) An appointment from the ASP may be requested up to 90 days prior to the date that the ammunition is required. The DA Form 581 from activities other than active duty units must arrive at the III Corps G3, 30 days prior to the scheduled ammunition pick-up date.

(7) Once the quantities on the DA Form 581 have been approved, only the DAO can decrease prior to the issue date. On the date of issue the requesting unit may decrease the quantities. Comments will be added to block 28 of the DA Form 581 stating who decreased the quantities.

h. Short-fuse requests.

(1) Units that submit a DA Form 581 less than 5 full working days prior to the requested pickup date require a short-fuse memorandum (Appendix L).

(a) Must be signed by the first lieutenant colonel (or acting commander with assumption of command orders) in the unit's chain of command.

(b) The memorandum will justify why the unit failed to submit their ammunition request on time.

(2) All short-fuse requests will be approved by 553d CSB SPO through E-mail before the DA 581 can be approved by the DAO and submitted to III Corps G3.

(3) Non-installation units, that is, Reserves, National Guard, USMC, Navy, and Air Force, who do not have a Lieutenant Colonel or above present to sign a short-fuse request, may have a SFC or above sign the request. The short-fuse request will be processed through III Corps G3 to 553d CSB SPO in the same manner as for Fort Hood units.

i. The DAO/equivalent will schedule unit appointments for the pick up with the ASP and notifies the unit of date.

(1) The unit pickup appointment dates will not be earlier than three calendar days prior to the first range firing date.

(2) The ammunition can only be drawn during the month it was forecasted. For example: The ammunition was forecasted for June, it can only be picked up during the month of June.

(3) Exceptions to this policy will be case-by-case only. For example: the ammunition is forecasted for March, the training dates are 1 through 15 March, with 1 March as a Monday. The unit may be approved to pick up the ammunition on 26 February, only if the ammunition is on hand and available.

(4) All units will report to the ASP NLT 0730 on the appropriate date for issues. Any unit that is more than 30 minutes late may have their appointment cancelled at the discretion of the Operations Officer/NCOIC.

(5) The ASP Accountable Officer will notify 4th CMMC of ammunition items on a customer unit's DA Form 581 that cannot be filled due to non-availability of the item(s). *This notification will be immediate upon discovery.* If a substitute item is available, 4th CMMC will direct that the substitute be issued. If no substitute is available, 4th CMMC will immediately notify the unit's DAO/equivalent and III Corps G3, Ammunition. DAO/equivalent will notify the customer unit.

j. Unforecasted ammunition.

(1) Units requiring unforecasted ammunition must submit an unforecasted request, by E-mail, to the DAO/equivalent.

(a) The E-mail must list:
(1) Document number.
(2) DODIC.
(3) Quantity.
(4) Month ammunition is required.
(5) Justification for the request (CALS items will not be approved as an unforecasted request).
(2) The unit's DAO/equivalent must submit the E-mail request to 4th CMMC. Requests coming directly from the using unit will be returned without action.
(3) 4th CMMC will send all replies by E-mail.
(4) Units will hand carry the approval E-mail to III Corps G3 as an attachment to their DA Form 581. III Corps G3 will not approve unforecasted requests without the approval E-mail from 4th CMMC.
(5) Unforecasted ammunition will be on a separate DA Form 581 from properly forecasted ammunition.

Section III
Procedures

4-4. Receiving issues from the ammunition supply point (ASP)

a. Prior to arriving at the ASP for issue, the unit is responsible for providing:
(1) Sufficient vehicles to pick up the required ammunition in one trip. To assist in calculating how many vehicles are required, use the ammunition packaging data found in Appendix F and the compatibility chart found in Appendix G. If further assistance is needed, contact the DAO and then the ASP Operations Office at least two days before the scheduled pick up. For tie-down information, contact the Ammunition Surveillance Office. In the event that required vehicles are not available (for example, failure of DD Form 626 inspection, or mechanical failure), the unit representative will be required to reduce quantities of amounts that can be safely transported on available vehicles; open documents or shuttling ammunition is not authorized.
(2) A DD Form 626 will be prepared in duplicate at the motor pool the day prior to the issue for each vehicle to be used for transporting ammunition or explosives (see Appendix L, and Chapter 6). The DD Form 626 does not supersede normal preventive maintenance checks and service.
(3) Required materials consist of enough cargo straps to secure the load, with two straps for each pallet; one strap for the front and one strap for the rear; two 10 BC-rated fire extinguishers, which must be serviceable and sealed for each vehicle; applicable placards; tape for explosive placards; and equipment organic to the vehicles. Placards must be obtained by the unit through local purchase supply channels. The ASP cannot provide materials needed to secure the load; mark/placard the vehicle, fire extinguishers, or provide vehicle repair capability.
(4) Required guards (reference Physical Security Update AR 190-11): Categories I and II AA&E ammunition/explosives will be placed in the custody of a commissioned officer, warrant officer, noncommissioned officer (sergeant and above), DOD civilian (GS-5 above), or DOD contracted employee in a similarly responsible position. Armed guards must accompany Category I and II items with a magazine and 10 rounds of ammunition, and must be present at time of appointment.
(5) An authorized individual to receive ammunition, as indicated on the DA Form 1687; Sergeant or above for Category I and II ammunition and/or a responsible individual designated by the unit commander for category III and IV items.
(6) Sufficient personnel to perform loading operations.
b. Prior to the unit's arrival at the ASP, the ASP will select stocks to fill the request, by selecting the stocks with the following criteria:
(1) Ammunition condition code (condition code C and B will be issued first).
(2) Lot quantity (small lots first).
(3) Oldest lot.
(4) Account code ammunition.

c. Conducting ammunition pick up.

(1) Report to the ASP Operations office with all paperwork, such as the unit copy of a DA Form 581, short-fuse or unforecasted request, and DD Form 626.

(2) Each vehicle will be inspected for compliance with safety standards outlined on the DD Form 626 prior to entry into the storage area. After vehicles pass inspection, they may proceed to the ammunition storage area to draw the required ammunition.

(a) Vehicles failing a safety inspection are not allowed into the storage area of the ASP and will not be allowed to transport ammunition. The unit/DAO representative will be notified of any canceled issue documents when a vehicle fails to pass a safety inspection.

(b) If after an inspection, sufficient vehicles are not available to transport the quantities requested, the unit representative will be required to reduce the quantities to amounts that can be safely transported on the available vehicles.

(c) If a unit has only one vehicle loading ammunition and that vehicle fails the safety inspection, the unit may make efforts to either correct repairs, or provide a substitute vehicle. If a satisfactory vehicle is not available within a reasonable time (generally 2 hours), the appointment will be subject to cancellation.

(d) If a unit has more than one vehicle and one or more fail the safety inspection, the unit has until the last acceptable vehicle has completed loading to complete repairs or provide substitute vehicles. If sufficient vehicles are not available by the time the last vehicle has completed loading, any remaining quantities will be zeroed-out and the unit will be required to submit another DA Form 581 requesting the balance. Units are encouraged to begin loading the most critical items on acceptable vehicles.

(3) When the customer is receiving ammunition from the ASP, unit personnel will load the designated stocks aboard their vehicles. The ASP will provide material handling equipment (MHE), if available, to load palletized ammunition onto customer vehicles. If MHE is not available, ammunition will be hand-loaded by customer unit.

(4) During the loading process, ASP area personnel and unit representatives must jointly inventory ammunition loaded by lot number, NSN, DODIC, serial number (if applicable), and quantity.

(5) The ASP area representative annotates the quantities loaded onto unit vehicles on the DA Form 3151, Ammunition Stores Slip.

(6) Upon completion of loading operations and final count, vehicles will be moved to the parking lot adjacent to the ASW for inspection of the load, completion of DD Form 626, pick up DD Form 836, and emergency response instructions required for hazardous material being transported by government vehicle. Loaded vehicles will remain at this location until administrative transactions at the ammunition operations office are completed.

(7) The unit representative will take the documents to the ASP front desk where the quantities issued are recorded on the DA Form 581. The unit representative will sign all copies of the DA Form 581. The ASP will retain the original and copy number 2 (TAMIS copy); copy 3 is forwarded to the reconciliation section; copy 4 is forwarded to the unit DAO/equivalent and copy 5 (with a copy of DA Form 3151) is returned to the unit representative. If there are any problems, the unit will contact their DAO prior to departing the ASP.

d. Prior to leaving the ASP, the customer unit *will have*:

(1) The requested ammunition (verify the quantities issued before leaving the issue area).

(2) Unit copies of:

(a) DA Form 581 and continuation sheets, if applicable.

(b) Residue list (all residue items required to be turned-in will be listed.)

(c) DA Form 3151.

(d) DD Form 836 for each vehicle.

(e) DD Form 626 for each vehicle.

4-5. Appointment and document cancellation

All units will report to the ASP NLT 0730 on the appropriate date for issues. Any unit that is more than 30 minutes late is subject to having the appointment and/or document cancelled.

a. Cancellation of an appointment.

(1) Only the ASP Operations Officer/NCOIC can cancel appointments.

(2) Prior to the appointment being cancelled, the following must occur:

(a) The ASP will notify the unit's DAO/equivalent.

(b) The DAO/equivalent will try to resolve the problem.

(3) If the DAO/equivalent cannot resolve the problem within a reasonable amount of time, the appointment will be cancelled (the ASP Operations Officer/NCOIC has the final determination on determining when the appointment is cancelled).

(4) The DAO/equivalent will notify the unit S3 stating the reason for the cancellation.

(5) The DAO/equivalent must reschedule another appointment through the ASP Office.

b. Cancellation of a document.

(1) Only the ASP accountable officer is authorized to cancel documents.

(2) Prior to the document being cancelled, the following must occur:

(a) The ASP will notify the unit's DAO/equivalent.

(b) The DAO/equivalent will try to resolve the problem.

(3) If the DAO/equivalent cannot resolve the problem within a reasonable amount of time, the document will be cancelled (the ASP accountable officer has the final determination on when the document is cancelled).

(4) The document will be stamped CANCELLED or CANCELLED will be written in red ink on the document. The accountable officer will sign and date above the CANCELLED entry.

(5) The original DA Form 581 will be filed at the ASP. The remaining copies will be returned to the DAO/equivalent and III Corps G3.

(6) The DAO/equivalent will notify the unit S3 stating the reason for the cancellation.

(7) The unit must prepare a new DA Form 581 and the DAO/equivalent must schedule another appointment with the ASP.

4-6. Ammunition accounting procedures

a. Units that request and receive ammunition from the Fort Hood ASP will maintain a set of training ammunition management and control documents or their automated equivalent to support the authorization, requisition, expenditure, and turn-in of ammunition and/or explosives consisting of:

(1) DA Form 5514-R.

(2) DA Form 5203.

(3) DA Form 5204 (Serial Number Record).

(4) DA Form 581.

(5) DA Form 3151-R (Ammunition Stores Slip).

(6) DA Form 5515.

(7) DA Form 2064 (Document Register for Supply Actions).

(8) DA Form 5692-R (Ammunition Consumption Certificate).

(9) DA Form 5811-R (Loss Damage Statement).

b. Units are required to maintain all documents applicable to their particular mission.

c. The purpose of these documents is to manage unit Class V authorization, control issue of all ammunition items, and ensure that unexpended ammunition, missiles, and residue are controlled and accounted for, by the unit until returned to the ASP.

d. Use TAMIS-R Authorization Report as the basis for maintaining a continuous running balance of the remaining annual training authorization. This is done by starting with the initial authorization and deducting all ammunition issues, keeping a running balance at all times. Prepare a DA Form 5203 (Appendix L, Figure L-2) or its automated equivalent for each DODIC

authorized in TAMIS-R. Prepare a DA Form 5204 (Appendix L, Figure L-3) or its automated equivalent for each missile or serial-numbered item authorized for the FY. Place any DA Forms 5204 behind the DA Forms 5203, which they support. For all of the following procedures account holders may post to the automated equivalent of the DA Form 2064, 3151-R, 5203, and 5204.

(1) When ammunition is received from the ASP, post actual quantities received as shown on the issue DA Form 581 to the DA Form 5203, DA Form 5204, and DA Form 2064.

(2) For each DODIC received, enter the date and quantity received on the appropriate DA Form 5203. Enter the document number of the DA Form 581 and update the balance on hand. Enter the serial number of each serial-numbered item received on the DA Form 5204.

(3) Should a substitute DODIC be issued, post that issue to the primary DODIC requested.

(4) File the DA Form 581 and DA Form 3151-R as supporting documents for the document register entry. DA Forms 581 must be kept for the current year and the 2 preceding years.

(5) Adjust changes in authorizations as authorization changes are received from III Corps G3. Ensure that current TAMIS-R Authorization Reports are printed monthly, showing the TAMIS-R balance. When adjustments to authorizations must be made, enter the month of the TAMIS-R report showing the change in the space for the Julian date on the DA Form 5203 and then enter "Auth Change" in the space for the document serial number. Enter a plus number for additions to the authorization, or a minus number for decreases to the authorization. Adjust the balance accordingly. This procedure is similar to entries made in the check register of a personal checking account.

(6) Balances between the DA Form 5203 and the TAMIS-R authorization report should match. If discrepancies cannot be reconciled, contact the III Corps, G3, for assistance.

4-7. Ammunition consumption certificate (DA Form 5692-R)

a. Certain items used for training purposes require tight control to ensure they do not leave military custody, or are not being used for anything other than their designated military purpose. A DA Form 5692-R is required for this purpose. Refer to browse sheet provided by the ASP at the time of issue for items requiring DA Form 5692-R.

b. The Unit Range OIC (Staff Sergeant or above) will sign the DA Form 5515 and control all items listed in Appendix L.

c. The Unit Range Safety Officer (staff sergeant or above) will certify quantity drawn, quantity to be returned, and quantity consumed in training.

d. A Warrant Officer 1, or above, will perform unit safety officer duties at any training event requiring expenditure of explosives at other than ranges on Army installations, or when Category I items are used in live fire exercises.

e. The unit range safety officer will verify placement of charges, actual detonation, and certify the quantity of munitions expended. The unit range safety officer must sign the DA Form 5692-R.

f. The original copy of each certificate of expenditure will be attached to the turn-in document. Documents will be provided to the ASP during the turn-in/reconciliation process. The ASP will not clear units without the required certifications and signatures.

g. The DA Form 5692-R will be used as a cross-reference against ammunition reported as expended.

4-8. Using ammunition

a. Prior to using ammunition or explosives, units must have a well-defined plan for the expenditure or other use of the materiel to be drawn from the ASP.

b. After receiving the ammunition/explosives from the ASP, check the issue DA Form 581 and DA Form 3151-R for any restrictions concerning use of the ammunition drawn. The restrictions are written on the DA Form 581 and DA Form 3151-R by the Ammunition Surveillance Office and may affect the range or planned use of the item. For example, 155mm ammunition was picked up for a range and it is discovered that the projectile lot number is restricted to use with a point-

detonating fuse only. If the training calls for use of other types of fuse such as mechanical or time, use other lots or draw different ammunition to comply with this restriction. Notify the DAO/equivalent immediately should a problem be encountered.

c. Only open 10 percent of the ammunition needed for immediate use. Retain packing material to repack any live ammunition. Returning live ammunition is easier when only the number of boxes required to conduct training are opened. Problems occur when more ammunition than needed is opened and lot number integrity is lost.

d. Training ammunition will be accounted for at each level of distribution down to the first-line supervisor. See paragraph 4-15 for transferring on-hand training ammunition between units. Use DA Form 5515 as a hand receipt for issuing ammunition in various quantities from parent unit to subordinate unit, from one supervisory level to another, or from one person to several recipients. An example of a DA Form 5515 showing the sub-issue and turn-in procedures from the individual originally drawing the ammunition on DA Form 581 is shown in Appendix L, Figure L-12.

(1) Use a different DA Form 5515 for each issue. Total sub-issue quantities cannot exceed total quantities on hand in the unit. Each level that receives or issues ammunition must keep a copy of the issue DA Form 5515. Do not use DA Form 5515 to issue ammunition lower than the first-line supervisor.

(a) The original document number will be carried forward to any sub-issue DA Form 5515. Use an alpha character suffix to the original document number to identify different sub-issues.

(b) Additional sub-issues may be made using the second part of the DA Form 5515 and additional DA Form 5515. The organization receiving ammunition through DA From 581 will maintain a copy of each sub-issue DA Form 5515 to provide an audit trail of expenditures of all ammunition down to the first line supervisor and return. A copy of the supporting DA Form 5515 will be attached to the issue DA Form 581. Supporting DA Forms 5515 will be maintained with the DA Form 581 as a two-year file.

(c) DA Form 5515 used as a sub-issue will identify any residue required to be returned to the issuing individual. Additionally, appropriate restrictions concerning usage will be noted on the sub-issue DA Form 5515. A safety briefing will be given to the individual signing for the items, including briefings on transportation, handling, storage, and use, as appropriate.

(d) Brief soldiers on their responsibility for authorized use, turn-in, and reconciliation of ammunition items issued to them. Give this briefing before and immediately following any training activity that includes ammunition. Blocks 19 and 20 of DA Form 5515 contain the required briefing and debriefing certificates. Upon completion of each training event, ensure that all personnel turn-in ammunition or residue they have in their possession.

e. Units will not maintain more ammunition in the field than is expected to be used within a 48-hour period. The only exception to this is a gunnery or FTX.

f. Unit commanders will establish procedures that ensure maximum recovery of live ammunition and residue prior to departing the field site.

g. After all personnel have turned-in ammunition and residue, conduct a safety inspection to ensure no one has live ammunition or residue in his or her possession, equipment, or vehicles.

h. Inventory the remaining ammunition and residue. Repack the live ammunition as close as possible to its original configuration. Maintain lot number integrity. Complete the same DA Form 5515 to issue the material to return to the activity that originally drew the ammunition.

i. The activity that originally drew the ammunition on DA Form 581:

(1) Reconcile the quantities of ammunition and residue returned against the residue quantity required.

(2) Note all shortages.

(3) Verifies that statements explaining the circumstances causing the shortages are obtained.

(4) Signs the DA Form 5515 in blocks 17 and 18, confirming receipt of the ammunition and residue turned-in, and that the residue does not contain live rounds, primers, explosives, or other extraneous material. A completed DA Form 5515 is shown in Appendix L. Use DA Form 5515 to sub-issue ammunition/explosives to reconcile the quantities for turn-in.

j. Units firing missiles must complete a Missile Firing Data Report (DA Form 3120-R, DA Form 3474-R, DA Form 3662-R, DA Form 4579-R, DA Form 5582-R, DA Form 5583-R, DA Form 7212-R, and DA Form 7213-R) as outlined in DA Pamphlet 700-19. The report must be turned in to the installation ASP, units DAO/BAO or equivalent, and the Aviation Missile Command according to the regulations listed in this paragraph.

4-9. Inventories

a. Once received by the unit, ammunition will be continuously accounted for by DODIC, quantity, lot number and serial number (if assigned) until the unit is relieved from responsibility. Acceptable methods of relief from accountability include DA Form 581, reflecting complete turn-in of all live and/or residue, or any of the methods outlined in AR 735-5, or a AR 15-6 investigation, report of survey, or statement of charges.

b. The same individual will not conduct successive inventories. Unit armorers will never conduct monthly or other property book inventories of ammunition stored in the arms room.

c. Empty launch tubes of Category I items issued as a training aid, and in the unit's possession, will be maintained on the property book and inventoried monthly.

(1) The property book officer will transfer responsibility for the item to an individual who will store and maintain it by use of a DA Form 2062, or automated means.

(2) Inventories of the item will be conducted according to procedures established in AR 710-2, DA Pamphlet 710-2-1, and by the property book officer.
Discrepancies will be rectified with any potentially unaccountable losses reported to the military police.

(3) Residue from Category I items issued as a training aid and in the unit's possession will be inventoried monthly.

d. Class V materiel issued to a maintenance unit for use in its maintenance mission will be inventoried monthly when in storage. Results of the inventory will be filed in the unit's permanent files. Items unaccounted for will be reported to the military police. Relief from responsibility is stated in DA 710-2-1 and AR 735-5.

e. Live ammunition or explosives issued to a unit or organization for long-term use, (periods longer than 30 days) other than approved ATP operations, will be inventoried monthly. The individual performing the monthly inventory will verify the on hand quantities by subtracting the expended quantities from the original issue document (i.e., DA Form 581 or DA Form 5515).

f. Ammunition stored in unit arms rooms will also be inventoried upon change of custody of the arms room.

(1) Units will establish procedures governing accountability of ammunition in the arms room.

(2) Items packaged in sealed containers may be accepted as the quantity marked. Loose rounds must be accounted for individually. Sealed containers showing signs of tampering will be immediately opened and inventoried.

g. Units, which have established a training AHA or ammunition transfer point (ATP) operation, will inventory the ammunition in the AHA or ATP daily.

(1) Physical inventory is conducted by counting the palletized configuration and/or outer pack. Banded pallets will not be disassembled to count individual boxes. Sealed boxes will not be opened to count individual items. If markings are believed to be incorrect, a physical count of each item will be made to those configurations suspected to be incorrectly marked.

(2) The DA Form 3020-R (Magazine Data Card) will be used as a storage aid only. The Magazine Data Card will be used during ATP/Field ASP operations. Magazine Data Cards will not be used to determine quantities when conducting inventories. Inventories will be recorded on the magazine data cards as they are conducted. Sample data Cards are shown in Appendix L.

(3) Records of inspections of items in field storage will be maintained until the issue document has been cleared by ASP.

h. Under field conditions, whenever possible, ammunition will be stored in a locked, sealed container, such as a CONEX or sealed trailer. If the unbroken, serial numbered seal (on the

CONEX) is the same seal installed on the container at the completion of the last inventory, data from the last inventory may be used. Seals (on the CONEX) will be broken at least weekly to inspect the condition of the contents and conduct a physical inventory of the container. Do not break any depot pack seals on the ammunition boxes or cans until that ammunition is ready to be expended. Under field conditions, ammunition will be under constant surveillance. Commanders must refer to Fort Hood Regulation 190-3 before deciding whether to post arm guards to protect ammunition.

i. If Class V items are found missing during an inventory, immediate action will be taken as outlined in AR 190-11, AR 190-40, and Fort Hood Regulation 190-3.

(1) The military police will be immediately notified of any loss of ammunition or explosives. Refer to Fort Hood Regulation 190-3, paragraph 4-3 and 4-13.

(2) AR 190-11, paragraph 8-2a(8)(b), requires that a DA Form 3056 (Report of Missing/Recovered Firearms, Ammunition and Explosives) be submitted within 72 hours for any incidents of ammunition or explosives losses (includes recovery). The DA Form 3056 will be forwarded to the III Corps Emergency Operations Center for primary action with a copy provided to the ASP for reconciliation of the issue document. Losses must meet or exceed those quantities as listed in AR 190-11, Chapter 8, paragraph 8-2a (commanders may report lesser quantities).

(3) Units will submit a Serious Incident Report (SIR) if required by AR 190-40, paragraph 4-9.

4-10. Ammunition turn-in procedures

To facilitate turn-ins to the ASP, preserve ammunition, and maintain lot integrity, units will keep ammunition in its original package prior to use. Excessive unpacking of ammunition, prior to issuing to firing unit, results in additional time spent repackaging before turn-in to the ASP. Unpacking and exposing ammunition to the elements may cause deterioration, which may affect functional and physical characteristics of the items.

a. Appendix L, Figures L-10 and L-11 list instructions for completing a DA Form 581 for turn-in of live ammunition and residue.

b. Upon completion of range firing, units must turn-in all unexpended and salvageable ammunition components and packing materials. Units must maintain sufficient packaging material to facilitate a live turn-in, if necessary, and should ensure that the ammunition and residue turned-in reflects the balance owed back to the ASP and ARY. This is done by checking turn-ins against the unit copy of the residue list provided by ASP. All unit turn-ins must be completed within 5 working days following the last range firing date to avoid becoming delinquent. Delinquent units will not be issued ammunition until documents are cleared. Unit representatives should contact the DAO/BAO within 24 hours of completion of a training event to schedule a turn-in appointment.

c. Units having multiple issue documents for one training event (such as gunnery) should turn-in and reconcile documents as items are expended. Holding documents for turn-in and reconciliation until the end of the training event is not advisable.

d. Military units will reconcile issue documents, segregate live ammunition from ammunition residue, and perform necessary inspections to verify residue prior to departing the range or military training area.

e. The unit will inspect ammunition turn-ins before the turn-in is made at the ASP. Opened ammunition containers will be inspected by a Sergeant First Class or above from the unit returning the items. Ensuring that the lot numbers on the ammunition agree with the lot numbers printed on the container and that all ammunition components are present and are properly repacked as close to depot configuration as possible. An ammunition inspection certificate signed by the inspector (Sergeant First Class or above) will be placed in each container certifying that the information noted above (lot number, and etc.) is correct. Do not reseal open containers.

f. Supplementary charges removed from artillery projectiles when proximity fuses are used will be repacked in the empty fuses containers. The containers will be properly marked and the contents clearly labeled on the outside before the charges are returned to the ASP.

g. Small arms issued linked will not be de-linked for any reason other than to adjust the belt length. Ammunition that has been de-linked for adjustment of belt length will be only be linked under the supervision the QASAS or military ammunition inspector.

h. Ammunition misfires returned to the ASP must be conspicuously marked “misfire.” Ensure rounds were reported as specified in AR 75-1 and this regulation. Contact the ASW if there is any doubt concerning handling procedures.

i. 2.75-inch rocket ammunition will be returned in the original containers with shielding restraint band or shorting clip installed to prevent accidental initiation by stray electrical currents.

j. Projectiles must be returned with correct lifting plugs installed.

k. Unused ballistic aerial targets must be returned with all issued hardware. Starter cartridges must be removed and the date opened marked on the cartridge.

l. Final determination of the condition of ammunition, for example, serviceable or unserviceable, rests with the ammunition inspectors at the ASP.

(1) Unserviceable returns reflecting neglect or mishandling will be classified as non-fair wear and tear. To complete the turn-in reconciliation containing items declared non-fair wear and tear, the battalion or separate company level commander will initiate a report of survey action according to AR 735-5, and submit a statement to that effect.

(2) Serviceable training ammunition turn-ins will also be inspected to determine if the user opened an excessive number of boxes compared to the quantity issued and used (10 percent of ammunition issued opened but not used). The Surveillance Section NCOIC will report this occurrence to the 13th COSCOM (ACofS-Materiel) monthly, NLT the 3rd of the following month.

m. Units will process statements and request turn-in of unexpended ammunition through the DAO/equivalent. The unit must provide the DAO/equivalent a copy of the final DA Form 581 listing all types and quantities of ammunition and residue to be turned in. Separate turn-in DA Forms 581 will be prepared for each original issue document.

n. Units requesting a turn-in must have a copy of the issue document, DA Form 581 and DA Form 3151, when processing the request. Issue lot numbers on the turn-in document *will be* confirmed by ASP stock control during pre-posting procedure. The computer generated DA Form 3151-R will be used by surveillance personnel to confirm lots being turned-in by the customer unit.

o. When there is a shortage between the quantity of live ammunition turned-in and the quantity issued less expended the using unit will submit a DA Form 5811-R (Certificate – Lost or Damaged Class 5 Ammunition Items). In Part I of the form, the using unit commander will fill out blocks 1 through 6 and sign and date the form in blocks 7a and 7b. The first Lieutenant Colonel in the chain of command will complete Part II of the form. This form must be signed by an Lieutenant Colonel or above.

p. The DAO/equivalent will coordinate a unit turn-in (live and/or residue) appointment with the ASW for live turn-in and the ARY for residue. The DAO/equivalent will then notify the unit of the date and time of the appointment.

(1) The ASW will accept a unit on a walk-in/standby basis if live ammunition is still factory sealed.

(2) If a unit/DAO requests a turn-in appointment before the original delinquent date (5th working day after completing range firing) and the ASW is unable to provide a turn-in appointment within the 5-working-day requirement, the unit issue document is automatically extended until 3 days after the turn-in appointment. However, this extension will not be granted if the unit/DAO fails to request a turn-in appointment before the original delinquent date. The unit will then become delinquent on the original delinquent date. Delinquent documents will not be extended.

(3) The DAO provides the following information to the ASW when scheduling the turn-in appointment: unit, issue document number, type, quantity and document number of ammunition to be turned-in (from the DA Form 581), and status of ammunition, such as sealed or unsealed, and etc. All DA Form 581 Request for Turn-In will be delivered to the ASP a minimum of two working days prior to the scheduled Turn-In appointment. Units will arrive at the ASP on time with:

(a) Ammunition to be turned-in.

(b) Completed DD Form 626 and a current DD Form 836 prior to departing for the ASP.

(c) Individual on the signature card authorized to turn-in material: a sergeant or above to turn-in Category I and II materiel; a responsible individual of any rank may turn in Category III and IV materiel.

(d) The unit copy of the turn-in DA Form 581.

(e) Guards and ammunition detail (if required).

(f) Any necessary packing material for repackaging loose rounds. (Use the packing material that came with the ammunition). Note: supplementary charges removed from artillery projectiles will be packed in empty fuses containers.

(g) Ammunition segregated and in proper containers. Note: Small arms ammunition issued in a linked configuration will not be de-linked to remove the tracer rounds.

(h) A copy of the issue document, DA Form 581, for each turn-in being processed.

(i) A copy of the issue DA Form 3151.

(4) The residue yard will accept walk-ins on a stand-by basis (first come, first served) for ammunition residue not exceeding:

(a) A 5-ton truck or larger load.

(b) 1000 pounds (454 kg) of brass or links.

(c) 100 steel or brass 105mm or larger casings.

(d) 100 propellant charge containers.

(e) 100 metal cans.

(f) 100 boxes for 2.75-inch rockets, 4.2-inch mortars, 60mm or 81mm mortars, and 105mm or larger ammunition.

q. Units will take the following actions upon arrival at the ASP:

(1) Report to the ASP operations office for initial processing.

(2) Report to the ASW for vehicle inspection and completion of the DD Form 626 and review of DD Form 836.

(3) After the DD Form 626 is completed, the unit goes to the ASW for ammunition inspection.

(4) An ammunition storage specialist will prepare a DA Form 3151-R for the ammunition to be turned-in. The unit NCOIC must verify that the quantity is recorded correctly on the DA Form 3151-R.

(5) Unit proceeds to ASP operations to process documents, and obtain badges.

(6) The ammunition is then placed in storage and the area representative signs the receiving checker's block of the DA For 3151-R. If ammunition is found that is not recorded on the DA Form 3151-R during the turn-in, the unit must return to the ASW.

(7) Upon completion of the turn-in, the unit returns to the ASP control section with all copies of the completed DA Form 3151-R.

(8) The control section verifies that the DA Form 3151-R is complete.

(9) The unit receives a copy of the DA Form 581 and DA Form 3151-R, and leaves the ASP after verifying turn-in credit.

r. For a summary of ammunition turn-in procedures, see Appendix L.

s. USAR/NG units requiring a turn-in appointment for a weekend or holiday period must coordinate a turn-in time with the ASP at the time of the original issue. USAR/NG units with full-time staff members should attempt to have those personnel coordinate a turn-in during normal duty hours. However, since all units must clear issue documents before departing the Fort Hood military training area, weekend and holiday turn-ins may be required.

4-11. Residue turn-in procedures

a. Authorized personnel will return all ammunition residue listed on residue printout to the ARY on a separate DA Form 581.

b. In the event that a unit turns-in residue from a document that is not part of the residue document being turned-in, the unit will account for this residue on a DA Form 5811-R. Unit will list

residue missing, and as a part of the explanation, refer to the residue document on which the excess residue was turned-in. To prevent a buildup of large quantities of ammunition residue during training periods units are encouraged to conduct incremental turn-in of smaller quantities of residue not requiring an appointment.

c. Units will provide a sufficient detail to off-load and work ammunition residue. The work detail must include a NCO from the unit.

d. If five or more live rounds of ammunition below .50 caliber are found by residue yard personnel during turn-in, the unit will be rejected from the residue yard. If any .50 caliber or above ammunition are found in the residue, the unit will be rejected from the residue yard.

e. ASP Operations will notify the unit's DAO or equivalent immediately if a unit is rejected from the residue yard.

f. If a unit is rejected from the residue yard due to live ammunition found in residue, the Company Commander must sign a statement on the DA Form 581 certifying that the ammunition has been properly screened and is free of live ammunition.

g. If the unit is again rejected on the same turn-in document, the unit must have the first Lieutenant Colonel in the chain of command sign a statement certifying the ammunition has been properly screened and is free of live ammunition.

4-12. Ammunition residue certification and verification process

a. Ammunition residue is treated as potentially containing live ammunition/hazardous material until officially certified as being free of ammunition/hazardous material. Only "competent trained technicians, Quality Assurance Specialist (Ammunition Surveillance) or Military Ammunition Inspector" (i.e.; 55B), can officially certify residue as being free of ammunition/hazardous material according to FCR 700-4. Units' residue inspections and verifications required to be recorded on ammunition/residue documentation (DA Forms 581 and 5515-R) are not substitutes for the official certification. Ammunition residue that has not completed the entire certification/verification process must be handled, transported and stored accordingly.

b. The unit turn-in document will be marked "Contents have been inspected. They do not contain any live rounds, unfired primers, explosives, or other dangerous material." This statement will be signed by the unit representative performing the field inspection prior to delivery of residue to the ARY. This inspection will be made by a unit officer or senior NCO designated in *writing* by the unit commander. The units' verifications are required to be recorded on ammunition/residue documentation (DA Forms 581 and 5515-R) but are not a substitute for the official certification as outlined in paragraph a above.

c. As a minimum, there will two separate inspections performed at the ARY. First, a 100 percent inspection and secondly, a verification (sampling) inspection. The 100 percent inspection must be performed by a technically qualified military or civilian ammunition inspector. A qualified government individual (QASAS or another designated representative) must perform the second inspection (verification). The unit will provide sufficient number of personnel to expeditiously open and reassemble ammunition containers and to provide support to inspectors.

d. Sample signatures of the QASAS and military ammunition inspectors performing the residue certification/verification must be provided to Defense Reutilization and Marketing Office (DRMO) responsible for handling, storing, and disposing of the material. All certifications and verifications will clearly show the name, organization, signature and phone number of the individuals doing the inspection. Also, the statement for the 100 percent inspection, "I certify that the property listed has been inspected by me and to the best of my knowledge contains no items of a dangerous nature". For the sampling verification inspection the statement, "I certify that the property listed has been inspected on a sampling basis and to the best of my knowledge contains no items of a dangerous nature". These statements will appear on the documentation used to release the material from to DRMO or to the public.

e. ARY must maintain hours of operation that will accommodate unit turn-in of ammunition residue. Units must make every effort to reduce turn-in time by proper preparation of turn-in

documentation, providing sufficient personnel to handle residue, and ensuring all items to be turned-in are properly assembled and completely segregated from live ammunition.

4-13. Reconciliation

Ammunition drawn on the DA Form 581 issue document and it's associated residue remains accountable until it is properly cleared by final reconciliation at the ASP.

a. According to DA Pam 710-2-2, all training ammunition issued must be reconciled or cleared within 5 working days (not counting Thursdays) from the last training date stated on the original issue DA Form 581 or the unit account will become delinquent and that unit will not be issued any more training ammunition until their account is cleared. The unit will become delinquent on the 6th working day from the last training date. If a company in a battalion account becomes delinquent, the entire battalion account is delinquent and no company in that battalion may draw training ammunition.

b. Units will report to their DAO with copies of all documents pertaining to one issue to reconcile or clear that document prior to their delinquent date. The DAO will reconcile the document to see that it should clear before taking the documents to the ASP for final reconciliation. If the document will not clear, the unit will be sent back to complete processing such as providing a Statement of Loss or Damage. This must be signed by the first LTC or higher in the unit chain of command. A Major (acting commander) *is not* acceptable for this purpose.

c. The DAO / equivalent will hand carry the documents to the ASP Reconciliation Section who will process the documents within one working day. Documents delivered to the ASP on the delinquent date *will not* be considered delinquent while the ASP is processing them. The ASP will then notify the DAO by phone or E-mail if any unit becomes delinquent and does not clear. All documents will be returned to the DAO within one working day after they are received at the ASP.

d. A unit must take one of the following actions *before* their delinquent date in order to prevent becoming delinquent:

(1) If no live ammunition is left after a training event, the unit must turn-in all residue and have the documents cleared through their DAO and the ASP prior to COB on the delinquent date. If the unit gets an appointment to turn-in residue beyond their delinquent date they will be automatically extended to three (3) working days past the residue turn-in date. This additional 3 days is to allow the DAO / unit to complete processing of the documents with the ASP after the live turn-in.

(2) If the unit has unexpended live ammunition, they must go through their DAO to make a live turn-in appointment before COB on the delinquent date. If they or the DAO fail to make an appointment, the unit will become delinquent. The unit will be automatically extended to three (3) working days past the live turn-in date. This additional 3 days is to allow the DAO / unit to complete processing of the documents with the ASP after the live turn-in.

(3) DAOs should notify the ASP if a document is arriving at the ASP to be cleared on the delinquent date. If the DAO or unit fails to deliver the document to the ASP by 1500 on the delinquent date, the unit will become delinquent.

(4) The DAO will notify the ASP Recon Section of any of these appointments that include an automatic extension of a delinquent date. These automatic extensions will be included in the next version of the ASP delinquent document report.

e. If a unit is a no-show for a live turn-in appointment or they are at fault for their live turn-in appointment being cancelled, they will become delinquent at that time.

f. The unit / DAO will then have to reschedule another live turn-in appointment.

g. The ASP will notify by phone or E-mail the DAO of a unit that becomes delinquent. A complete record of this notification will be made by the DAO. The DAO will immediately notify the unit that is becoming delinquent and will make a written record of this notification. The ASP will publish and distribute to all MSCs a delinquent document report every week that lists all open documents and their status. Failure of the ASP to notify a unit / DAO or failure of the ASP to include a document on the delinquent document report as delinquent *is not* grounds for that unit to

be issued training ammunition. It is the unit/DAO responsibility to ensure that all documents are cleared properly.

4-14. Issue of ammunition residue

Requests for issue of ammunition residue are processed using the following procedures:

a. Units are not authorized to request ammunition residue from the ASP, i.e., cans, boxes, scrap material, from the 664th Ordnance Company ARY. Units/activities must first screen property at the Defense Reutilization and Marketing Office (DRMO) to determine if the required item is available.

b. Complete DRMS Form 103 at the DRMO office. Complete a DA Form 1687 and obtain the signature of unit commander in the responsibility block. Attach a copy of the unit commander's Assumption of Command orders.

c. Upon completion of actions in 4-14*a* and *b* above, documentation will be turned-in to the Property Management Branch located in building 4286. The Property Management Branch will prepare a DD Form 1348-1A and make an appointment for the unit to pick up the item(s).

d. Property must be picked up in a military vehicle. Appointment times for pick-ups will be strictly adhered to. Documents will be canceled on units arriving more than 30 minutes late.

4-15. Transfer of on-hand training ammunition

Units are prohibited from signing ammunition over to another organization that is not a subordinate of the unit that was initially issued the ammunition. The DA Form 5515 is used as a hand receipt for issuing ammunition in various quantities from parent unit to subordinate unit, from one supervisory level to another, or from one person to several recipients, and as a turn-in document for unexpended ammunition and residue when the training event is completed. No other form will be substituted for the DA Form 5515.

Chapter 5
Ammunition Basic Load (ABL) Procedures

Section I
Ammunition Basic Load (ABL) Procedures

5-1. Responsibilities

a. The 4th CMMC will coordinate the distribution of ABL data, review ABL computations, approve ABL authorizations, and ensure ABL is on hand or on requisition. An ABL mobilization file will be maintained at 4th CMMC. The ABL file will consist of an approved ABL authorization listing with the corresponding requests for issue documents (DA Form 581). An annual internal review of the ABL file will be conducted during the 2d Quarter of each FY. Results of the annual review will be forwarded to HQ, FORSCOM, ATTN: AFLG-LMS, 1777 Hardee Ave., SW, Fort McPherson, GA 30330-1062.

b. Unit commanders will review ABL data, change and compute as required, and forward to 4TH CMMC for approval. Prepare and submit DA Form 581 to 4TH CMMC. 1st Cavalry Division, as an Alert Force Unit (early deployment), is authorized to compute ABL based on the commander's evaluation as an operational necessity. Basic load computed based on operational necessity will be forwarded through command channels to HQDA, ATTN: DAMO-FDL, Washington, DC 20310-0500 for review and approval.

c. USAR/NG units, with Fort Hood as a mobilization station, will compute their ABL and forward DA Form 581 to 4th CMMC for approval. 4th CMMC will review and stamp approved, file one copy, and return remaining copies to unit. If discrepancies are found, all copies will be returned to unit with a memo stating corrections to be made.

d. All units, active/USAR/NG, will submit a copy of their current MTOE/TDA to 4th CMMC to be placed on file with the unit's DA Form 581. MTOE/TDA and DA Form 581 will be updated during the *1st quarter of each FY*. Units failing to update their ABL annually will be considered delinquent and reported to III Corps G4 as being in a delinquent status. Failure to correctly update ABLs may result in the correct TAT ammunition not being on hand at the ASP and the correct quantity of non-TAT ammunition not being on requisition.

e. Installation units must make an appointment with 4th CMMC's ABL clerk prior to going to review and/or submit changes to their ABL. Appointments can be made by calling 287-6449. Units failing to make an appointment will either be placed on stand-by or requested to return another day.

Section II
Ammunition Basic Load

5-2. Ammunition basic load computation system (ABLCS)

a. The ABLCS is designed to compute unit ABL data by automation for active component (AC) and USAR units. The unit level ABL data is produced in two parts; the ABL Authorization, and the ABL Authorization Recap. The ABLCS combines unit weapon and equipment density information from Vertical-The-Army Authorization Documents System (VTAADS) with allowances specified for that weapon and/or equipment to derive the unit ABL data. ABLCS is used at FORSCOM to maintain the ABLCS master file. New users can create the installation setup diskettes for ABLCS by accessing the Ammunition Home Page on the FORSCOM Intranet and following the download instructions. The address is: http://freddie.forscom.army.mil/ammo. Follow the download instructions on the web page for downloading and installing the ABLCS application software and for viewing/downloading the complete ABLCS Users Manual.

b. ABL data may be prepared manually on plain bond paper or on FORSCOM Form 149-R, Ammunition Basic Load Computation Sheet. Instructions for manual preparation are at Appendix J. FORSCOM Form 149-R is available as camera-ready copies from the local form management office. FORSCOM Form 149-R is also available in electronic format and can be downloaded from https://www.forscom.army.mil/forms/default.htm.

c. A password is required to access this system. Units must contact their mobilization installation, except for home station units who will contact their MACOM. MACOM E-mail is ammo@forscom.army.mil.

5-3. Ammunition basic load (ABL) and other contingency ammunition

a. A basic load is the quantity of conventional ammunition authorized for a unit by FORSCOM Regulation 700-3. This ammunition is required to be on hand or on requisition. FORSCOM will designate units required to keep ABLs of Class V and prescribe the method of establishing stockage requirements.

b. Contingency plan ammunition consists of additional ammunition required by units to support an approved contingency plan and is part of the ABL for specific projects or missions.

c. Unit commanders are required to review and update their ABL annually or as their modification table of organization and equipment (MTOE) changes. If the MTOE change does not cause changes in weapon or personnel densities, submit a memorandum through the DAO/equivalent to 4TH CMMC, ATTN: AFVG-MMC-CAMO, Fort Hood, Texas 76544, stating that no change to the ABL is required. 4th CMMC and the unit both keep copies of the memorandum. If the weapon or personnel densities have changed or are pending change, the unit must forward a copy of the new MTOE and orders through the DAO/equivalent to 4th CMMC for preparation of a new ABL printout. If the commander desires to change the discretionary item mix (for example, mix of propelling charges for artillery units), the unit will submit the revised documents through the DAO/equivalent to 4th CMMC for approval.

d. 4th CMMC will forward one copy of the ABL through the DAO/equivalent to the unit for review and completion. The unit commander will verify the ABL for accuracy, and return the documents through the DAO to 4TH CMMC for review and final approval. Any changes to weapons or personnel must be accompanied by the appropriate MTOE.

e. After receiving an approved ABL, units will prepare 2 DA Form 581 requests (6 copies each); 1 for TAT items according to FORSCOM Regulation 700-3, and 1 for non-TAT items through the DAO/equivalent to 4th CMMC.

f. Upon receipt of these DA Forms 581, 4TH CMMC will approve/disapprove the request and return 5 copies of the non-TAT items and 2 copies of the TAT request through the DAO/equivalent for distribution to the unit.

g. When authorized, ABLs will be on hand or on request.

(1) Due to the safety and security hazards involved, the supporting ASP will store ABL items. III Corps G-4 must approve exceptions to the policy. ABL stored by the ASP will not be decremented below the quantities needed to meet ABL/operational load requirements.

(2) ABL authorized to be maintained by a unit will be accounted for on the unit property book by DODIC, quantity, lot number, and serial number. Property book procedures in DA Pamphlet 710-2-1 will be used.

h. III Corps G3/Deputy of Plans and Training, War Plans Division, forwards contingency plans, operation plans, and development instruction letters to concerned units. Unit commanders will develop ammunition requirements, categorized by task force organization. The DA Form 581 is prepared identical to the ABL format except that the plan designation and name is entered in block 28 (for example, Operations Plan [OPLAN] 563 – Garden Plot). Units will submit DA Form 581 in 6 copies to 4th CMMC with an approved copy of the contingency plan, OPLAN or development instruction letter. 4th CMMC will return 5 copies to the unit.

5-4. Requesting issue of ammunition basic load (ABL) or contingency plan ammunition in support of actual alert notices

When ABL or contingency plan ammunition is required in support of real-world alert notices, the following procedures apply:

a. During duty hours:

(1) The Corps Operations Center (COC) notifies the 4th CMMC, providing the following information:

(a) Requirements to issue ABL or contingency plan ammunition specifying the plan involved, for example, Garden Plot.

(b) Units involved.

(c) Issue priority of each unit involved.

(2) The 4th CMMC notifies the ASP Operations Office.

(3) Each MSC DAO/equivalent will notify the 4th CMMC of the desired pick up time and issue priority of each unit involved (if not previously supplied by the COC).

(4) Unit(s) requiring the issue of ABL or contingency ammunition will prepare DA Form 581 requesting issue and a memorandum requesting contingency ammunition as noted at Appendix K.

(5) Units process DA Form 581 through their DAO/equivalent before reporting to the 4th CMMC. The ASP will not process any requests for issue of ABL that have not been approved by 4th CMMC.

(6) After processing through 4th CMMC, the units report to the ASP, Building 92065, West Fort Hood with sufficient personnel and transportation to draw the required ammunition at the designated time.

b. After duty hours.

(1) Procedures are the same except that III Corps COC notifies the 13th COSCOM SDO of the issue requirements, units that will draw ABL, and MSC issue priorities.

(2) The 13th COSCOM SDO will notify the appropriate personnel to issue ABL or contingency plan ammunition. The 13th COSCOM SDO will notify 4th CMMC, and the Commander, 664th Ordnance Company.

(3) Each MSC DAO will notify the 13th COSCOM SDO of the desired pick up time and issue priority of each unit involved. The 13th COSCOM SDO will notify 4th CMMC.

(4) In the event, a deployment includes the 13th COSCOM, all coordination is directed to 4th CMMC or 4th CMMC on-call personnel through the EOC.

(5) The ASP will not process requests for issue of ABL that have not been approved by 4th CMMC.

Section III
Contingency Operations

5-5. Turn-in of ammunition basic load (ABL) or contingency plan ammunition

On termination of the operation, a unit representative in coordination with the DAO/equivalent:

a. Contacts 4th CMMC and the 664th Ordnance Company to schedule turn-in of ammunition.

b. Follows procedures in paragraph 4-10, concerning turn-in. Normal turn-in procedures apply.

5-6. Emergency development readiness exercise (EDRE)/combat readiness special instructions (CRSI)

a. Simulated ABL or contingency plan ammunition is authorized for issue during III Corps directed CRSI or EDREs. Live ammunition will only be issued by direction of the III Corps G4. Issues of ABL or contingency ammunition (live or simulated) for subordinate command EDREs will be approved by III Corps G4, ATTN: AFZF-GD-S, prior to any issue being made.

b. EDRE/CRSI play takes precedence over all routine operations at 4th CMMC, ASP, and the Ammunition Surveillance Office.

c. EDRE procedures are the same as actual procedures: Required vehicles, safety requirements, and accountability procedures will not be simulated.

d. MSC G3/S3 will request support for MSC directed CRSIs or EDREs to the ACSMAT, 13th COSCOM. Support for an MSC-directed EDRE involving the actual issue of ABL is considered case-by-case.

e. Should conflicts involving support occur and satisfactory resolution cannot be reached between ACSMAT, 13th COSCOM, and the requester, the request will be forwarded to III corps, G4, ATTN: AFZF-GD-S, for final decision.

f. Support for an MSC directed EDRE will have all notifications normally performed by III Corps, conducted by the MSC requesting the exercise support.

g. Exercise ammunition will be subtracted from the unit's authorization and credited to the account if the ammunition is turned-in. Unforecasted memorandums are not required for EDREs. Upon notification of an EDRE/CRSI, units will take the following actions:

(1) Prepare DA Form 581 in 6 original copies (1 each ASP, 4th MMC, DAO/equivalent and unit) for ABL or contingency plan ammunition. The documents are annotated "EXERCISE" at the top and bottom in red ink.

(2) Send DA Form 581, current MTOE, and the approved ABL to the DAO/equivalent for verification and to ensure all documents are completed correctly. No short fuse is required when the Commander, III Corps, calls EDRE/CRSI/Deployment. A short fuse memorandum must support the request when a unit calls an internal exercise.

(3) The DAO will then forward all documents to 4th CMMC. 4th CMMC will then process the request. Irregularities are posted to the DA Form 581.

(4) Take the DA Form 581 to the ASP. The time of arrival at the ASP and inspection results will be annotated on the DA Form 581.

(5) The ASP will notify 4th CMMC of the completed issue.

(6) The ASP ammunition checker will prepare DA Form 3151-R in three original copies (one each for ASP Stock Control, unit vehicle driver, and unit representative). Note: Vehicles should be loaded in accordance with unit's vehicle and load plans.

Chapter 6
Ammunition Transportation

Section I
Introduction

6-1. Introduction

a. Ammunition is hazardous material and must be transported with extreme care. A vehicle may be capable of transporting various classes of supplies, but may not be considered safe enough to transport ammunition. This section contains procedures that may assist units in transporting ammunition safely.

b. All vehicles used for transporting ammunition will be inspected using DD Form 626 (Figure L14). Inspection standards on DD Form 626 are mandatory requirements that provide safety for everyone involved.

(1) A preliminary inspection must be conducted prior to leaving the unit motor pool. Using the criteria in paragraph 6-2, a qualified member of the unit must inspect the vehicle and record the results on a DD Form 626 (Figure L14).

(a) Complete header blocks (under origin column).

(b) Complete items 1-15 (under origin column).

(c) Signature of inspector (at origin).

(2) The unit's inspection will be verified at the ASP or AHA by a QASAS or an ammunition inspector (MOS 55B), prior to loading any ammunition. Units can ensure vehicle(s) pass the ASP/AHA inspection by conducting a thorough inspection at the unit. Minor deficiencies that can be corrected by the driver at the ASP/AHA will be re-inspected. Vehicles are loaded only when deficiencies are corrected.

(3) ASP surveillance personnel complete items 18-24 of the DD Form 626 after the ammunition is loaded and secured (blocking and bracing or tie-down straps) on the vehicle.

(4) Minimum inspection standards for military vehicles transporting ammunition on Fort Hood are outlined in paragraph 6-2. These standards are used by surveillance and AHA personnel in conjunction with DD Form 626 for inspecting each vehicle.

(5) When vehicles containing ammunition to be returned to the ASP fail an inspection, the vehicle will not be permitted to travel on any roadway. Vehicles may be relocated, if the inspector determines the risk is acceptable, to a location where the ammunition can be off-loaded from the vehicle and the appropriate actions taken with the ammunition and vehicle.

c. Vehicles transporting Class 1.1, 1.2, or 1.3 munitions are not allowed within the cantonment area: they must follow marked ammunition truck routes. Vehicles transporting Class 1.4 munitions may take small arms ammunition, not to exceed 5 wire-bound boxes of .50 caliber ammunition or smaller, hazard classification 1.4S only, to unit arms rooms by traveling the most direct route to and from the ammunition truck route.

d. Government vehicles transporting ammunition and/or explosives will display appropriate placards at all times.

e. Government vehicles transporting ammunition and explosives on or off the installation must display the appropriate placards on all four sides of the vehicle and must meet all requirements, including hazardous materiel documentation for transportation of ammunition and explosives on public highways, IAW CFR 49.

f. The correct placards to be used can be determined by using the Yellow Hazard Classification Book http://www.dac.army.mil/vista/catalog/ under column heading "HZ CL/DIV." Placards may be obtained through the Local Purchase Section, 4th CMMC, Bldg. 3955.

g. Explosive placards are in 49 CFR, sections 172.500 through 172.560. Placards will be applied to vehicles at the time of loading and removed when munitions are removed.

h. HMMWVs have restrictions when transporting explosive material. Any DOT class ammunition is authorized to be transported on HMMWVs if they meet criteria in DA Pam 385-64.

Section II
Standards

6-2. Minimum inspection standards for military vehicles transporting ammunition on Fort Hood

a. References:

(1) AR 385-64.

(2) FORSCOM Regulation 700-4.

(3) DD Form 626.

(4) AR 55-355.

(5) DA Pam 385-64.

b. Purpose. To clarify and standardize inspection points on the DD Form 626 and to establish local procedures that meet requirements set forth reference 4-2a(1) and (2) for ammunition vehicle inspections.

c. Policy.

(1) Vehicle inspections will be performed according to AR 55-355 (Defense Traffic Management Regulation) AR 385-64 and DA Pam 385-64, and this regulation. A DD Form 626 (2 copies) will be prepared to record inspection results and will be retained by the vehicle driver for the duration of the shipment.

(2) Personnel performing inspections will identify the reason for rejection, and necessary corrective actions. Vehicles are not approved for loading or transport until all requirements have been met.

d. Responsibilities.

(1) Commanders of units providing a vehicle to transport ammunition are responsible for ensuring that the vehicle has passed an inspection based on the standards outlined in paragraph 6-2e. This inspection will be conducted at the unit motor pool along with normal PMCS, prior to dispatching the vehicle. When units load their own vehicles, they are to complete the inspection and ensure that the standards for loaded vehicles are met.

(2) 13th COSCOM Ammunition Surveillance Section. A QASAS or military ammunition inspector ensures that vehicles arriving at the ASP for pick up or turn-in of ammunition conform to these standards. Additionally, Surveillance will conduct regular spot-check inspections of vehicles in the AHA. Vehicles in the AHA found with deficiencies will be reported to the owning unit for repair or replacement.

(3) The 553d CSB or an authorized representative is responsible for ensuring that inspection standards are met at the AHA and while loading vehicles at the ASP. Military ammunition storage specialists will conduct vehicle inspections at the AHA. However, the AHA, OIC or NCOIC will approve vehicle rejection.

e. Vehicle inspection standards.

(1) Engine, body, cab and chassis clean.

(a) Objects that obstruct or prevent the driver from properly operating the vehicle will be removed.

(b) Oily rags or other flammable materials are not allowed. Nonflammable materials may be kept neatly in the cab or toolbox.

(c) Accumulation of oil, grease, hydraulic fluid or brake fluid will be removed. Only small amounts of these substances that remain after wiping or amounts which have formed a bead around joints in hard to reach areas or around gaskets, are allowed. These fluids must not be dripping from engines or other components.

(d) Brake fluid, oil, and fuel levels should be checked before vehicles are approved for loading.

(2) Steering mechanism. Must be securely mounted and must be operational.

(3) Horn. Must work.

(4) Windshield and windshield wipers. Windshields will be free of shattered glass and multiple cracks (starbursts) or foreign matter that would hamper the driver's view. Both windshield wipers must work. Safety goggles must be worn when windshields are not used.

(5) Spare electrical fuses. Not required.

(6) Rear view mirrors. Vehicles must have 2 operable rear-view mirrors.

(7) Highway warning equipment and first aid kit(s). This equipment must be serviceable and carried on the vehicle.

(8) Vehicle must have at least 2 serviceable fire extinguishers with a minimum rating of 10-BC. Two fire extinguishers with a rating of 5-BC do not equal one 10-BC rating. Extinguishers must be sealed, have a current inspection tag attached, and fully charged on the charge indicator dial. Fire extinguishers should be mounted or placed so that they are readily available for emergency use; fire extinguishers will not be locked inside the OVM box or carried in the cargo space with ammunition.

(9) Lights. Turn signals, brake lights, hazard markers, headlight and taillights must work.

(10) Exhaust System. The exhaust system will be securely mounted and must not spout flames, sparks or fumes that could cause a fire or affect personnel riding in the cab.

(11) Fuel. Fuel will not be allowed at an inspection point unless vehicle has been converted to use liquid petroleum gas.

(12) Fuel tanks, lines and inlets. Fuel tanks and lines must not have any leaks. Inlet caps must be present and secured to tank inlet.

(13) Coupling devices. Coupling devices must be properly assembled. Components will not be missing or broken. Electrical and interconnecting cables must be properly installed and functioning.

(14) Brakes. All brakes, including parking brakes, must work properly.

(15) Landing gear assembly. Landing gear must be correctly assembled, securely mounted, lubricated and an operational check made before loading.

(16) Springs and associated parts. Springs and suspension must not be broken or missing parts.

(17) Tires. All tires with damage extending into the cord body or tires worn in the center with no tread remaining will cause vehicle rejection. All tires must be inflated to the correct operating pressure.

(18) Cargo space.

(a) Cargo space will be free of grease, oil, gasoline, protruding nails, other sharp objects, or other items that may cause damage to the ammunition. Floors will not be deteriorated inside, or extending through the bed.

(b) Personnel will not ride in the cargo area with ammunition. The ASW QASAS may grant an exception to this policy for vehicles carrying small quantities of small arms (.50 caliber and below).

(c) Empty boxes or residue are not allowed on a vehicle with ammunition. Spare tires, OVM items, pioneer tools and field gear will be secured to prevent movement and must not rest on the ammunition. It is suggested that field gear not be transported with ammunition, with the exception of tarpaulins or tenting used to protect the ammunition. Units may transport empty boxes and residue on trailers pulled by ammunition-laden vehicles. Similarly, vehicles may carry empty boxes and residue while pulling ammunition-laden trailers.

(19) Electrical wiring. Electrical wiring must be secured and protected from the ammunition. There must be no bare wires.

(20) Tailgates and sideboards. Tailgates, sideboards, and latches will be in place and secure. These restraints must not pull open without releasing latches.

(21) Tarpaulins. Open vehicles will carry fire retardant tarpaulins, canvas, or other waterproof covers to protect ammunition from the elements and to enhance security as defined in below paragraph (26).

(a) Protective covering is required when transporting ammunition on Fort Hood.

(b) Covers should be secured when the vehicle is in motion.

(22) Other:

(a) Vehicles with loose or missing lug nuts on a wheel will be rejected.

(b) Parking brakes must be set and wheels chocked when loading or unloading ammunition or when the vehicle is left unattended (for example, when in the AHA).

(c) Drivers may be trained at unit level to familiarize with HAZMAT procedures for ammunition pickups from the ASP. The HAZMAT training must be according to AR 55-355. Hazardous materiel familiarization must be annotated on the driver's license.

(d) Category I/II missiles and rockets will be transported in an enclosed/covered vehicle. Two drivers will accompany the shipment to ensure that at least one driver maintains continuous observation of the shipment. Both drivers must have valid licenses with HAZMAT familiarization annotated on the licenses. Commanders may arm these drivers to satisfy the armed guard requirement or provide additional personnel to be used as armed guards. There may be some situations where travel on a public highway is necessary to reach training areas. Off the military installation, CAT I missiles and rockets will be placed in approved shipping containers, for example, CONEX, MILVAN, and SEAVAN. The container will be secured with approved locks and seals and placed door-to-door or door-to-immovable object to prevent unauthorized entry.

(23) Mixed Loads. The ammunition transportation compatibility chart found in Appendix G provides a simplified matrix for determining compatibility requirements. These requirements will be strictly adhered to when loading ammunition on vehicles. Units are authorized to transport two ammunition items that are not compatible by carrying one item in a truck cargo area and the other item in an attached trailer.

(24) Securing Loads.

(a) The load will not exceed the cross-country weight limit prescribed for the vehicle.

(b) All ammunition, except separate loading projectiles, will be securely packaged in the original manufacturer's pack or tightly repacked in metal or wooden containers.

(c) All palletized or loose, separate loading projectiles and loose (unpalletized) propelling charge containers will be secured to prevent movement during transportation.

(d) When the vehicle is equipped with tie down anchors inside the cargo area, ammunition is to be secured to the vehicle with serviceable web cargo straps.

(e) When the vehicle is not equipped with tie down anchors inside the cargo area and ammunition cannot be secured to the vehicle, the cargo is to be strapped together to form a single unit (unitized).

(f) Unitized loads, containers or pallets must be tied down, sandbagged or blocked and braced by other means to prevent movement.

(g) All ammunition will be contained within the cargo area. The load will not extend past the front, rear or sides of the cargo area.

(h) Pallets and containers will not extend more than one third of their height above sideboard stakes and platform trailers, and not more than two thirds of their height above tailgates and sideboards of other vehicles. This requirement may be disregarded when MLRS launcher pods are transported on the HEMTT, provided pods are properly secured to prevent movement.

(i) Customer units are responsible for providing sufficient web cargo tie down straps to unitize the load. Each pallet will be secured with a minimum of two straps. Fore and aft pallets will be secured with a minimum of three straps. Sandbags or other suitable materiel may be used to further secure the load. Recommended tie down strap is the 5,000-pound (2,270 kilograms)

capacity nylon web strap (NSN: 1670-00-725-1437). Other tie down straps may be used if approved by ASP quality assurance personnel.

(j) When sideboards are used, they will be properly assembled and placed. Similarly, doors and tailgates on vehicles will be securely latched.

(k) Tractor fifth-wheel wedges will be installed in the highway position unless cross-country conditions warrant a change to the "off-highway" mode. These wedges will be returned to the highway position upon returning to hard surface operation.

(l) These requirements for securing loads do not apply to armored tracked vehicles when on board ammunition storage compartments and restraining devices are used.

(m) Unit leaders are responsible for ensuring compliance with requirements described above whenever ammunition is transported (for example, from the ASP, AHA, ranges, arms rooms, etc.). Ammunition surveillance personnel enforce these requirements when vehicles are loaded for shipment from the ASP.

(25) Weight distribution and overloading weight must be evenly distributed within the cargo area (driver and passenger sides). The ASP will load vehicles to the cross-country weight only.

(26) Tarpaulins:

(a) Protective covering is required when transporting ammunition on Fort Hood.

(b) Tarpaulins should be secured when the vehicle is in motion.

(c) Tarpaulins are required when storing vehicles in the AHA. Unit commanders are responsible for providing covers for all unit vehicles in the AHA. Vehicles will not be allowed entry into the AHA without a tarpaulin.

f. Units should conduct daily inspections of vehicles secured in the AHA (more often during high winds or inclement weather) to ensure vehicles are properly covered.

g. Special instructions to vehicle drivers. A DD Form 836 will be prepared by Surveillance for all shipments leaving the ASP, and will remain with the load until the ammunition is expended or turned in. This form describes the nature of the explosive hazards within the load, fire fighting instructions, fragmentation hazards in case of explosion, proper distances to maintain from other vehicles, and other pertinent safety information. Surveillance personnel brief drivers on instructions contained on this form prior to releasing explosive-laden vehicles from the ASP.

h. DD Form 626. This form originates at the unit's motor pool (items 1 through 16) for all empty vehicles provided to transport ammunition on Fort Hood. Loaded vehicles at the ASP, AHA, or on the range, will receive an on-site inspection. Items 18 through 26 are checked prior to releasing loaded vehicles. Vehicle drivers arriving at the ASP or AHA to pick up or deliver ammunition will have a properly prepared DD Form 626 for each vehicle.

i. Explosive placards. Explosive placards will be displayed on all four sides of the vehicle(s) and/or trailer(s) containing ammunition. Surveillance personnel note placard requirements on the DD Form 626 when ammunition is picked up at the ASP. Note: Placards will be displayed for the greatest hazard to be transported on the vehicle. Placards must not be displayed on empty vehicles.

6-3. Transporting explosives in a passenger vehicle

Explosives will not be transported in the passenger compartment of a vehicle except in cases involving limited quantities (no more than two full outer packs of small arms ammunition). The ammunition must be in closed containers, properly secured in the vehicle and seats available for all personnel. The use of privately owned vehicles to transport explosives is prohibited, excluding ROTC and marksmanship programs when a government-owned vehicle is not available. It is permissible to transport limited quantities of HC/D 1.4 small arms ammunition in trucks of government-owned, sedan-type vehicles, or in cargo compartments of government-owned, van-type vehicles.

Chapter 7
Temporary Storage of Ammunition

Section I
Unit Area

7-1. Temporary storage locations

a. Ammunition may only be temporarily stored in the AHA, on the range, or (with certain limitations) in the unit arms room.

b. Security requirements outlined in Fort Hood Regulation 190-3 must be adhered to.

c. One hundred percent accountability (by the DODIC, lot number, and serial number) will be maintained at all times.

d. Compatibility of ammunition must be observed. Field storage is not authorized for "Zone of the Interior" (ZI) (United States and its territories). However, "Theater of Operations" (TO) (all areas other than ZI) storage is authorized at NTC. Ammunition with a blast or mass fire hazard maintained in the training areas will be located away from troop living areas, POL points, vehicle parks, and maintenance areas. Ammunition stored on the ground will be stored at unbarricaded inhabited building distance and unbarricaded public traffic route distance (see DA PAM 385-64). Ammunition stored on vehicles or trailers will be stored by compatibility grouping (see Appendix F) and unbarricaded aboveground magazine distance.

e. Ammunition will be stored under the provisions of AR 704-1, TM 743-200-1, AR 385-64, DA Pam 385-64 or public law, whichever is more restrictive.

f. Sensitive, classified, and pilferable items require special controls when stored or moved. Stocks will be stored, secured, and protected according to the Controlled Inventory Item Code (CIIC) as listed on http://www.dac.army.mil/vista/catalog/.

g. Magazine Data Cards (Appendix L) are working documents that help control the receipt, storage, issue, and inventory of ammunition or explosives within a storage location. Magazine data cards are not formal accountable documents. Magazine data cards will be used in all storage locations, including ASPs/field ASPs, holding areas, field storage sites, and unit storage locations.

7-2. Limitations for ammunition stored in unit areas

a, General:

(1) AHAs or ASPs will be used unless such use would adversely impact operations or result in an unnecessary commitment of resources (e.g., require unit personnel to provide 24-hour security or extended travel). For purposes of this policy extended travel is considered 20 miles (35 km) from an established ammunition storage facility and the training facility where the ammunition is to be expended.

(2) Authorized munitions for storage in arms rooms are limited to military typed classified HD (04)1.2, HD 13, and 1-ID 1.4. The term "limited quantities" is defined as the minimum amount of ammunition required to support operational missions (e.g., for security guard forces, military police, etc.) or to support the immediate training requirements of the unit owning the facility.

(3) When storage in an arms room is necessary, the following time limitations on such storage apply:

(a) Reserve component units that are conducting weapons qualification during inactive duty training may, when required and under the conditions stated in this policy, store limited quantities of HD 1.4 munitions inside an arms room for limited period of time not to exceed seven days per training period.

(b) Active component units that meet the requirements in paragraph 7-2a, may, when

required and under the conditions stated in this policy, store limited quantities (i.e.. the amount required to support their immediate training needs) of HD 1.4 munitions inside an arms room overnight and, when absolutely necessary over a weekend, not to exceed 72 hours.

(c) Units with missions requiring HO ammunition as stated in this policy may request to extend storage times to coincide with mission requirements. Requests will be through III Corps G1 safety office, III Corps ACofS G4, Deputy Commanding General, III Corps to the Deputy Commanding General, FORSOOM,

b. Battalions may store one eight-pound bottle of CS powder (K768), and up to fifty, CS capsules (K765) in a locked CONEX. The CONEX will not be located within inhabited building distance 90 feet of troop billets. Exceptions must be submitted in writing to the III Corps G4 for further coordination with the III Corps Provost Marshal Office and with the III Corps G1 Safety Office.

c. CADs/PADs devices awaiting installation on an aircraft or unserviceable devices awaiting turn-in cannot be stored in unit areas.

Section II
Ammunition Holding Area

7-3. Ammunition stored in the ammunition holding area (AHA)

a. Ammunition is normally stored on unit vehicles.

b. CONEX containers are available for storage of certain types and quantities of training ammunition.

c. Ammunition items in Category I/II must be secured in a locked CONEX while in storage at the Fort Hood AHA. Ammunition items not CAT I/II, but similar to those, may be stored on vehicles in sealed or banded containers. The contents of the container must be inventoried and recorded on FH Form 700-X4.

d. Prior to allowing an ammunition-laden vehicle in the AHA, a joint inventory performed by AHA personnel and a unit representative must be completed. Vehicle inspection and inventory is recorded on the FH Form 700-X4. Both the AHA representative and unit representative will sign the FH Form 700-X4 when it is agreed that the inventory is accurate. Units will not be authorized access to the AHA live yard without AHA personnel.

e. Temporary storage of ammunition or residue in the AHA is limited to eight days. One eight-day extension can be coordinated with the AHA through the 553d CSB Logistics Operations Office. An automatic extension will be granted when the turn-in date is scheduled beyond the original eight days. Units exceeding extension will be restricted from storage in the AHA for 72 hours. Upon notification, units must remove ammunition from the AHA. Units with delinquent accounts will not be extended in the AHA. Safety devices and shorting clips are required for ammunition stored in the AHA. Units should contact their DAO/equivalent, or the ammunition surveillance office for safety related questions. Compatibility of items stored in the AHA must be maintained at all times. Arrangements can be made with the 553d CSB SDO for after duty hours or contingency (emergency) access to the AHA.

f. EOD is authorized to store limited quantities of demolition materials in designated CONEXs for use in emergency destruction requirements for an unlimited time. An inventory will be conducted monthly of the on hand ammunition, according to DA Pam 710-2-1, and will be provided to the ASP stock records section and AHA personnel. Explosive limits will not be exceeded under any circumstance. Items returned from EOD responses will be segregated from serviceable materials.

g. All rockets and missiles should have the nose pointed toward the right (passenger) side of the vehicle.

h. Access to stored ammunition on weekends is by appointment only. Appointments must be made 48 hours in advance with the 553rd Support Operations, Ammunition section. Unit(s)

missing appointments will be denied access until the following working day. If unit(s) does not have an appointment, access to the AHA will be denied.

i. Tarpaulins are required when storing vehicles in the AHA. Unit commanders are responsible for providing tarpaulins for all of their vehicles in the AHA. Vehicles will not be allowed entry into the AHA without covers.

j. Units will conduct daily inspections to ensure vehicles are properly covered and ammunition is secure.

k. Trans-loading of ammunition in or around the operations building or live yard of the AHA is not allowed.

l. Daily inventories will be conducted by owning unit personnel.

CHAPTER 8
RANGE AND TRAINING AREA OPERATIONS

Section I
Range Operations

8-1. Responsibilities

a. All unit commanders of units receiving ammunition support from Fort Hood will ensure:

(1) Accountability of ammunition, ammunition components, and ammunition residue according to AR 710-2 (Inventory Management Supply Policy Below Wholesale Level), DA Pamphlet 710-2-1 (Using Unit Supply System (Manual Procedures), and this regulation.

(2) The conduct of range operations is in accordance with this regulation.

(3) Compliance with safety regulations during the storage, transportation, and handling of ammunition by the unit.

(4) OICs maintain safety and accountability of ammunition on the range.

(5) All soldiers on the range receive proper training and instruction on safety requirements and hazards involved in handling ammunition.

(6) The reliability and trustworthiness of personnel before assignment to duties involving control or handling of ammunition and explosives.

(7) Their unit does *not* forecast, draw, or expend more training ammunition than necessary to meet their training requirements and remains within authorizations.

(8) Ammunition is expended for its intended purpose only.

(9) That ammunition is *not* abandoned, destroyed, fired indiscriminately or otherwise disposed of to avoid returning it to the ASP.

(10) Ammunition is *not* removed from the outer or inner packing containers until required for use. This prevents unused ammunition from becoming unserviceable or losing lot identity.

(11) The procedures in DA Pamphlet 700-19, Procedures of the United States Army Munitions Reporting System, are adhered to when firing missiles. Use forms included in DA Pamphlet 700-19 to comply with missile and rocket firing guidelines.

(12) Suspected bad ammunition is immediately reported to Range Operations on FM 30.45, or call 287-3321.

8-2. Accountability of ammunition on ranges

a. Units must maintain all ammunition documents applicable to their training. The purpose of these documents is to account for the unit's Class V ammunition, control issue of all ammunition items, and ensure that unexpended ammunition, missiles, and residue are controlled and accounted for by the unit until returned to the ASP.

(1) The following forms should be on hand:

(a) DA Form 581.

(b) DA Form 3151.
(c) DA Form 5515.
b. Units will continuously account for ammunition by DODIC quantity, lot number, and serial number (if assigned) until the unit is relieved from responsibility for that ammunition. Units will account for training ammunition at each level of distribution down to the first-line supervisor.
c. Units will not maintain more ammunition in the field than is expected to be used within a 48-hour period.
d. Following the completion of unit training for each 24-hour period (or portion thereof), the unit will report to Range Control all ammunition expended by DODIC and quantity.

Section II
Safety

8-3. Security of arms, ammunition and explosives (AA&E)
a. Unit commanders are responsible for the security and control of the unit's ammunition and for ensuring that only authorized personnel receipt for class V materiel drawn from the ASP. Unit commanders will ensure that:
(1) Ammunition is secured at all times under the provisions of this regulation, AR 190-11 (Physical Security of Weapons, Ammunition, and Explosives), and Fort Hood Regulation 190-3. Paragraph 4-13 covers specific actions units must take to secure ammunition and explosives during training and while in a field environment.
(2) Immediate action is taken according to Fort Hood Regulation 190-3, AR 190-40, AR 190-11, and AR 710-2 if any class V items cannot be accounted for during an inventory.
b. The Range OIC will notify Range Control when ammunition has arrived on the range and is accounted for and secured according to this regulation, Fort Hood Regulation 350-40, and Fort Hood Regulation 190-3.
(1) Ammunition will not be stored on ranges overnight without Range Control approval.
(2) Units approved to store ammunition or explosives on the range overnight must maintain radio contact with Range Control throughout the period. The following additional guidelines for storage are provided:
(a) Units may store ammunition and explosives in a Range Control building or vehicle under constant surveillance.
(b) Ammunition and explosives will be consolidated in one location.
(c) A perimeter barrier with three strands of concertina wire stacked in a pyramid shape should be erected to secure munitions. The barrier should have one entry or exit point. Use single strands of concertina if the exercise is a mobile situation (that is, being in one location less than 24 hours).
(d) Provide security lighting at the storage site if available (generator and light sets).
(e) Post the area with restricted area signs. Signs can be obtained from DPW.
(f) Supervisory personnel should conduct periodic checks to ensure guards are on duty and to deter the presence of unauthorized personnel.
(g) Entry and exit procedures will include spot checks of personnel and vehicles for unauthorized material.
(h) Use security identification cards, badges, or sign-in and out system for admission to ammunition storage areas.
(i) Only government vehicles are allowed entry to the storage area.
c. Commanders must refer to Fort Hood Regulation 190-3 before deciding whether to post arm guards to protect ammunition. After making a determination based on regulatory guidance, commanders will review AR 190-14 (Carrying of Firearms and Use of Force for Law Enforcement and Security Duties) before arming guards. Unit commanders must notify Range Control before arming guards.

(1) If guards are armed, commanders must provide them a briefing on AR 190-14 and ensure they are qualified with their assigned weapons. If armed guards are used, they will remain outside the site perimeter.

(2) The use of armed guards for security of ammunition issued to crews of tanks, self-propelled artillery, or crew served weapons and stored within vehicles is at the discretion of the unit commander.

(3) Personnel performing guard duties should have a communication system other than voice (i.e. radio, whistles, or horns) as a means of reporting intrusions or requesting assistance from the Sergeant-of-the-Guard or other appropriate response force.

(4) Units must notify Range Control immediately if any ammunition (unused or dud) or explosive material is found within the maneuver area. Do not attempt to move the discovered ammunition.

8-4. Ammunition recovery on ranges

a. Unit commanders will establish procedures that ensure maximum recovery of live ammunition and residue before departing the field site.

b. Supervisors will brief soldiers on their responsibility for authorized use, turn-in, and reconciliation of ammunition items issued to them. This briefing will be given before and immediately following any training activity that includes ammunition. Blocks 19 and 20 of DA Form 5515 contain the required briefing and debriefing certificates.

c. Range OICs will ensure that personnel turn-in ammunition or residue in their possession when the training event is complete (“No Brass, No Ammo” checks).

d. After personnel have turned-in ammunition and residue, range personnel and supervisors will conduct a safety inspection to ensure they do not have live ammunition or residue in their possession, equipment, or vehicles.

e. If any class V items are unaccounted for during an inventory, units will take immediate action according to Fort Hood Regulation 190-3 and AR 190-40.

f. Units will turn-in residue and unexpended ammunition to reconcile the original DA Form 581 at the ASP when the training is complete.

8-5. Range safety

a. The Range OIC and Range Safety Officer (RSO) will:

(1) Remain on the range when the range is "hot."

(2) Comply with the provisions of:

(a) AR 385-63.

(b) AR 385-62.

(c) AR 385-64.

(d) Field Manuals and TMs pertinent to specific firing operations.

(3) Attend Range Division briefings.

(4) Properly clear all weapons or weapons systems before leaving the firing line.

(5) Conduct an inspection prior to departure from the range or training facility to ensure personnel do not depart the range in possession of:

(a) Unauthorized ammunition.

(b) Explosives.

(c) Pyrotechnics.

(d) Residue.

(e) UXO.

b. Police of ranges.

(1) Before departing a range or training facility, the OIC will contact Range Control and request a range inspector.

(2) Using units collect and remove brass, tank sabot petals, and wire from TOW and DRAGON firing on ranges. The only exception is the collection of spent brass expended from aircraft mounted weapons over extended terrain or otherwise in an inaccessible area (that is, impact areas containing unexploded high explosive ordnance).

c. Unauthorized removal of the following items is prohibited on all ranges.

(a) Brass.

(b) Scrap metal or munitions containers (boxes, cans, etc.).

(c) Live ammunition.

(d) Any type of residue.

(e) Any item from ranges or impact area.

(f) UXO.

d. Range residue and scrap will be treated as prescribed in Fort Hood Regulation 350-40.

Chapter 9
Training and Certification of Ammunition Personnel

Section I
Hazardous Material (HAZMAT)

9-1. General

This chapter implements training and certification requirements for personnel involved with ammunition and explosives planning and operations. The III Corps intent is to increase munitions safety awareness, technical and accountability knowledge, and operational proficiency of all ammunition personnel.

9-2. References

a. Title 49 Code of Federal Regulation.

b. DoD 6055.9, Ammunition and Explosives Safety.

c. DoD 4500.9, Transportation and Traffic Management.

d. AR 55-355, Defense Traffic Management Regulation.

e. AR 600-55, Army Driver and Operator Standardization Program.

f. DA PAM 385-64, Ammunition and Explosives Safety Standards.

g. FORSCOM Reg 700-4, Ammunition Logistics.

h. FORSCOM Reg 350-10, Training and Certification Program.

9-3. Hazardous material (HAZMAT) certification

All personnel who are designated to certify (e.g. sign DD Form 836) shipments of ammunition and explosives must have attended the Technical Transportation of Hazardous Materials Course. The Defense Ammo Center Accredited Off Campus Instruction (AOCI) offers the course at Fort Hood. For more information, telephone 287-7607.

9-4. Hazardous material (HAZMAT) awareness training

Unit Commanders are responsible for ensuring that all personnel involved with packaging of or preparation of ammunition for transportation shall be provided HAZMAT awareness and familiarization training.

a. Table 9-1 lists recommended computer based training courses.

Table 9-1. Recommend courses

Title	Course Number
Introduction to Ammunition	AMMO 45
HAZMAT Familiarization & Safety in Transportation	AMMO 67

b. The courses in Table 9-1 courses can be ordered from the Defense Ammunition Center at the following web page: http://www.dac.army.mil/AS/produ.html .

9-5. Drivers license hazardous material (HAZMAT) endorsement

a. All drivers of ammunition vehicles must be trained at unit level to familiarize with HAZMAT procedures for ammunition pickups from the ASP. The HAZMAT training must be according to AR 55-355 and AR 600-55. Hazardous materiel familiarization must be annotated on the driver's license.

b. Training in transporting hazardous materials will be consistent with part 171, title 49, Code of Federal Regulations; AR 600-55; and AR 55–355. Military vehicle operators must meet normal licensing requirements, and must receive, as a minimum, introductory or familiarization training in the following areas:

(1) Definition of hazardous materials.
(2) Placard requirements.
(3) Handling (loading and unloading) hazardous materials.
(4) Regulations and procedures pertaining to transporting hazardous materials.
(5) Operation of emergency equipment to include fire extinguishers.
(6) Forms and records (includes accident reporting).
(7) Blocking and bracing.
(8) Emergency response procedures (for example, spillage).
(9) Vehicle parking rules.
(10) Route selection.

c. Commanders may obtain the following materials to assist in developing a training program for transporting HAZMAT:

(1) DA PAM 385-64 with changes, "Ammunition and Explosive Safety Standards."
(2) Course number SMPT–5, Hazardous Materials Handling. For information about this course kit, write to the following address: Dean, School of Military Packaging Technology, ATTN: AMXMC–SMPT–A, Aberdeen Proving Ground, MD 21005–5001.
(3) DLAH 4145.6, Hazardous Materials Storage and Handling Handbook, published by the Defense Logistics Agency; available through normal publication channels.
(4) FM 21–305, Manual for the Wheeled Vehicle Operator.

d. Unit instructors must be certified as in paragraph 9-2, familiar with the subjects in paragraph 9-4b, and must be designated in writing by the commander as qualified instructors for familiarization training.

Section II
Ammunition Training

9-6. Ammunition awareness course

The III Corps and Fort Hood Troop School, sponsors and instructs a one-day course on ammunition accountability and safety. The course is required for certification.

9-7. Installation ammunition certification board
An installation board will review and certify training proficiency of military and civilian ammunition handlers. The Fort Hood Certification Board will be chaired by III Corps G4 and consist of representatives of the following:
a. III Corps ACofS, G4.
b. 1CD DAO.
c. 4ID DAO.
d. 13th COSCOM.
e. III Corps ACofS, G1, Safety.
f. QASAS.
g. Director of Logistics (as required).
h. Director of Civilian Personnel (as required).

9-8. Ammunition supply procedures course (ASPC)
The ASPC is a recommended course for brigade and battalion level ammunition managers who are serviced by the G3, III Corps, 4th CMMC (COSCOM), and Fort Hood ASP. Personnel attending the course should be in the grade of SGT or above, however commanders are not restricted to the grade of the personnel that they select for attendance. The Corps Ammunition Management Office (CAMO) sponsors and conducts these classes. Each course date will be announced by 4th CMMC via E-mail to the MSCs (Reserve Component units should contact the CAMO for dates). Attendance is restricted to 40 personnel per class and classes will only be conducted provided a minimum attendance threshold is met. Commanders desiring to send personnel to the course simply submit the names, ranks, units of assignments and supervisor's telephone number to the CAMO at least one week prior to course start date.

Section III
Records

9-9. Training records
a. Units will maintain records of all training completed according to paragraphs 9-3, 9-4, 9-5, and 9-6.
b. These records must include as appropriate:
(1) The name of the HAZMAT qualified individual.
(2) The most recent training completion date of the training.
(3) A description, copy, or the location of the training materials used.
(4) The name and address of the person providing the training.

9-10. Technical assistance
Get assistance from:
a. III Corps G4, 288-3638.
b. 13th COSCOM, 287-1238.
c. 4th CMMC, 287-4815.
d. AMC LAO, 287-0942.
e. QASAS, 288-1891

Appendix A
References

Section I.
Required References

AR 5-13 (cited in para 3-1)
Training Ammunition Management Systems

AR 15-6 (cited in para 2-2g; 4-9)
Procedures for Investigating Officers

AR 55-355 (cited in para 6-2a; c1; 9-2; 9-5)
Defense Traffic Management Regulation

AR 75-1 (Cited in para 2-4f; 2-5f (1); 2-6c e; 4-10h)
Malfunctions Involving Ammunition and Explosives (RCS GSLO01961 (MIN))

AR 190-1 (Cited in para 1-5e; 2-2a,g,h 2-14(3) 2-16c,e; 4-4(4) 4-9i; 4-9(2) 8-3a,c)
Security of Army Property at Unit or Installation Level

AR 190-11* (cited in para 1-5e; 2-2a,g, h; 2-14(3) 2-16c,e; 4-2b;4-4(4) 4-9i Figure L-5 (9))
Physical Security of Weapons, Ammunition, and Explosives

AR 190-14 (Carrying of Firearms and Use of Force for Law Enforcement and Security Duties)
(cited in para 8-3c)

AR 190-40 (cited in para 2-2g; 4-4i; 4-9(3); 8-3(2))
Serious Incident Reporting

AR 385-62 (cited in para 1-5g; 8-52b)
Regulation for Firing Guided Missiles and Heavy Rockets, for Training, Practice, and Combat

AR 385-63 (cited in para 1-5 (1g); 8-5 2b)
Policies and Procedures for Firing Ammunition for Training, Target Practice and Combat

AR 385-64 (cited in para 2-3a; 6-2a(1) c-(1); 7-1e)
Ammunition and Explosives Safety Standards

AR 385-65 (cited in para 2-2b(2))
Identification of Inert Ammunition and Ammunition Components

AR 702-5 (cited in para 1-5e (14))
Missile Firing

AR 710-2*(cited in para 1-5c(1)e (2), 2-2(11), 2-9h, 4-9c(2), 8-1a(1), 8-3a(2), Appendix (2))
Supply Policy Below the Wholesale Level

AR 735-5*(cited in para 2-2(11), 4-9a/d, 4-10i(1))
Policies and Procedures for Property Accountability

DA Pam 350-38 (cited in para 3-1a)
Standard in Weapons Training

DA Pam 385-64 (cited in para 6-1h, 6-2a(5)/c(1), 7-1d/e, 9-2f, 9-5c(1))
Ammunition and Explosive Safety

DA Pam 710-2-1*(cited in para 4-2a, 4-2b, 7-3f, Appendix J(2))
Using Unit Supply System (Manual Procedures)

FM 54-8 (cited in para 1-5d(2))
Division Materiel Management Center

TM 743-200-1 (cited in para 7-1e)
Storage and Material Handling

TB 9-1300-385 (cited in para 2-9g(3))
Munitions Restricted or Suspended

SB 742-1 (cited in para 1-5a(3), 2-8i, 2-14b(2))
Ammunition Surveillance Procedure

FORSCOM Regulation 700-4* (cited in para 9-2g)
Ammunition

FH Reg 190-3*(cited in para 4-9h, 8-3a(1)/c)
Administration and Management Physical Security

CTA 50-909*(cited in para 2-8a(1)/b/d(1)/j(1,2), 3-1a(4), Appendix B(c))
Common Table of Allowances

*Units should have these regulations on hand.

Consult DA Pam 25-30 for current updates

Section II
Related References
This section not used

Section III
Referenced Forms

DA Form 581 (cited in para 1-5g(8), 2-7d(2), 2-8g, 2-8j(5), 2-9c(1), 2-9d, 2-10, 2-11b(2), 2-12a, 3-1b, 4-2b, 4-2d, 4-3, 4-4c(1), 4-4d(2)(a), 4-5b(5), 4-6a(4), 4-6d(1), 4-8b, 4-8d, 4-8h, 4-9a, 4-9e, 4-10a, 4-10m, 4-10p(3), 4-10g(9), 4-11a, 4-11b, 4-11f, 4-13, 4-13a, 5-1a, 5-1b, 5-1c, 5-1d, 5-3e, 5-3h, 5-4a(4), 5-6g(1), 8-2a(1)(a), 8-4f, Appendix B, App C, App D, Figure L-2(9), Fig L-10, Fig L-11, Fig L-12 Part II)
Request for Issue and Turn in of Ammunition

DA Form 581-1 (cited in para 4-3d, 4-3d(2), Figure L-7)
Ammunition Continuation Sheet

DA Form 1687 (cited in para 1-5j(17), 4-2, 4-2b, 4-2d, 4-2e, 4-2f, 4-4a(5), 4-14b, Figure L-5, Fig L-6, Figure L-11(13)(a))
Notice of Delegation of Authority – Receipt of Supplies

DA Form 2064(cited in para 4-6a(7), 4-6d, Figure L-1)
Document Register for Supply Actions

DA Form 3020-R(cited in para 4-9g(2), Figure L-16)
Magazine Data Card

DA Form 3151-R(cited in para 4-6d(4), 4-8b, 4-10n, 4-10q(3), 4-10q(4), 4-10q(6), 4-10q(8), 5-6q(5))
Ammunition Stores Slip

DA Form 5203(cited in para 4-6a(2), 4-6d(1), 4-6d(5), 4-6d(6), Figure L-2)
DODIC Master Record

DA Form 5204(cited in para 4-6a(3), 4-6d, 4-6d(1), 4-6d(2), Figure L-3)
Serial Number Record

DA Form 5514-R(cited in para 4-6a(1), Figure L-4)
TAMIS Training Ammunition Forecast Report

DA Form 5515(cited in para 1-4, 2-8d(1), 2-8j(2), 4-6a(6), 4-7b, 4-8d, 4-8d(1), 4-8d(1)(a), 4-8d(1)(c), 4-8i(4), 4-9e, 4-15, 8-2a(1)(c), 8-4b, Figure L-2(a), Fig L-3(6), Fig L-9)
Training Ammunition Control Document, Sub-Issue

DA Form 5692(cited in para 4-6a(9), 4-10n, 4-11b)
Ammunition Consumption Certificate

DA Form 5811-R
Certificate of Lost or Damaged Class 5 Ammunition Items

DA Form 7281-R(cited in para 4-2b)
Command Oriented Arms, Ammunition, and Explosives (AA&E) Security Screening and Evaluation Record

DD Form 626(cited in para 4-4a(1), 4-4a(2), 4-4c(1), 4-4c(2), 4-4c(6), 4-4d(2)(e), 4-10p(3)(b), 4-10q(2), 4-10q(3), 6-1b, 6-1b(1), 6-1b(3), 6-1b(4), 6-2a(3), 6-2b, 6-2c(1), 6-2h, 6-2j, Figure L-14)
Vehicle Inspection

DD Form 836(cited in para 4-4b(6), 4-4d(2)(d), 4-10p(3)(b), 4-10q(2), 6-2g, 9-3, Figure L-17)
Special Instruction for Motor Vehicle Drivers

FH Form 700-X4(cited in para 7-3c, 7-3d, Figure L-15)
AHA Vehicle Inspection

Appendix B
Ammunition Excluded from Training Ammunition Management Information System-Redesign (TAMIS-R)

The following types of ammunition are not reportable under the present TAMIS program and are not part of the fiscal year authorization from FORSCOM. Separate DA Forms 581 are required for non-TAMIS items. (All non- TAMIS items may be listed on the same DA Form 581 as long as the proper authorizations are stated.)

a. Components for missile, for example. batteries, rocket motors, clamps, spacers.
b. Targets, for example Ballistic Aerial Targets (BATS).
c. Ammunition authorized by CTA 50-909, for example guard ammunition.
d. Dummy, drill, and inert ammunition.
e. Any ammunition used for a FORSCOM, TRADOC, or DA approved test.
f. Test and experimental ammunition that has not been assigned a standard NSN.
g. Stock funded ammunition (5W and 5L items, for example, CADs/PADs).
h. Contingency and operational ammunition (for example, Garden Plot).

Appendix C
Action Codes

The following list the action codes to be used in block 22 of DA Form 581 for ammunition issues.

Table C-1. Action codes

Code	Description
BLR	Turn-in of Basic Load
FOI	Found on Installation
IBL	Issue of Basic Load
IFT	Issue for test
IOL	Issue for Operational Load
NIS	Normal Issue for Training and Combat
NTI	Normal Turn-in of Combat
ROL	Turn-in of Operational Load
TAR	Training Asset Return (Live Ammunition Turn-in)
TIR	Residue Turn-in
TIS	Issue Training Ammunition

Appendix D
Training Event Codes
Training Ammunition Management Information System-Redesign (TAMIS-R) Codes

When requesting training ammunition, enter training event codes on the DA Form 581 to describe the intended use of the ammunition. When turning in training ammunition, enter training event codes on the DA Form 581 to describe the actual use of the ammunition.

Training event codes are two or three character codes. Two character codes are expanded to three character codes, where appropriate, by adding a suffix or more fully describe the training event. For example, if ammunition items were expended for rifle qualification, the training event code is "R1Q," not "R1."

Table D-1 (below) is the training event codes for institutional training, unit training, field training exercises (FTX), competitive marksmanship, and miscellaneous use. Also listed are suffixes used to expand two-character training event codes to three-character codes.

Table D-1. Training event codes

Training event	Code/remarks
1. Institutional Training	Training conducted as a part of the course of instruction at a training center, a service school, the USMA, or as part of the ROTC program.
a. Airborne/Pathfinder	ABP
b. Aircraft Qualification AH-1	AQ1
c. Aircraft Qualification AH-54	AQ6
d. Aircraft Qualification Instructor Pilot	AQI
e. Aircraft Qualification MOI Instructor	AQM
f. Advanced individual training	AT
g. Basic Non-Commissioned Officer Course	BN
h. Basic combat training /basic training	BT
i. COHORT training	CO
j. Drill Sergeant training	DS
k. FBI training	FBI
l. Infantry Mortar Platoon Leader	IMP
m. Individual Ready Reserve Pre-Mobilization	IRP
n. Interim TOW Vehicle	ITV
o. Junior ROTC program	JR
p. U.S. Military Academy training	MA
q. Master Gunnery Training	MG
r. Master Gunner Transition	MGT

Table D-1. Training event codes (continued)

Training event	Code/remarks
s. NCO advanced course	NC
t. NCO Academy	NO
u. Officer advanced course	OA
v. Officer basic course	OB
w. Officer candidate school	DC
x. One station unit training	OS
y. Pre-Command Course	PCC
z. Primary Leadership Development Course	PLC
aa. Permanent Party Training	PP
bb. Infantry Reserve Component Professional Refresher	RCP
cc. Ranger, Light Leader, Long Range Recon	RGL
dd. Senior ROTC summer program training	SC
ee. Tank Commanders Certification Course	TCC
ff. Scout Commander Certification Course	SCC
gg. Special Forces training	SF
hh. Sniper course	SN
2. Unit Training	Codes for collective or individual training conducted by a unit to prepare unit personnel to accomplish the unit's TOE/TDA mission.
a. TRC-A training under an approved AMTP	R1
b. TRC-B training under an approved AMTP	R2
c. TRC-C training under an approved AMTP	R3
d. TRC-D training for USAR Training Division	R4
e. TRC-A external AMTP Evaluation	E1
f. TRC-B external AMTP Evaluation	E2
g. TRC-C external AMTP Evaluation	E3
3. Field Training Exercise (FTX)	Codes for field exercises conducted by the unit, which are not within the context of ATP, DRT, or ARTEP, and are conducted above battalion/squadron level.
a. Joint/Combined FTX	JFX
b. Corps FTX	CFX
c. Division FTX	DFX
d. Brigade FTX	BFX
e. Command Field Exercise	JTX
f. Battalion FTX	BNX
g. Company FTX	COX
h. Live Fire Exercise	LFX
i. Field Training Exercise	FTX
j. Fire Coordination Exercise	FCX
k. Deployment Exercise	OPX
l. Combined Training Exercise	CTX
m. Combined Arms Live Fire Exercise (CALFEX)	CAL

Table D-1. Training event codes (continued)

Training event	Code/remarks
n. Gunnery Simulation Training	GST
o. Gunnery Qualification	GQT
4. Competitive Marksmanship	CMK. Codes for training and participation in competitive marksmanship activities under AR 350-6.
5. Training Event Code Suffixes	
a. Engagement Simulation Training, including MILES	S
b. Qualification and/or familiarization with weapons and weapon systems (less tank gunnery and aerial) gunnery training as prescribed in AR 350-4.	Q
c. Tank Gunnery. Included Annual Qualification Preparatory Training for Annual Qualification and Off-Season Gunnery, if applicable.	T
d. Aerial Gunnery Training. Includes Qualification Preparatory Training for Qualification and Sustaining Gunnery Training Conducted between formal qualification firings.	A

Appendix E
Ammunition Management Codes

Following are definitions of codes used in this appendix:

a. CIIC: Controlled Inventory Item Code. Indicates the standard for physical handling, storing, transportation, and issuing of item.

(1) CIIC 1 (highest sensitivity): Category I; non-nuclear missiles and rockets in a ready-to-fire configuration (e.g., AT-4, REDEYE, STINGER, LAW, DRAGON) and explosive rounds for non-nuclear missiles and rockets. This category applies also in situations where the launcher (tube) and explosive rounds, though not in "ready to fire" configuration, are jointly stored or transported.

(2) CIIC 2 (high sensitivity): Category II Arms, Ammunition, and Explosives (e.g., fragmentation grenades, high explosive demolition materiel, mines, some HE rockets).

(3) CIIC 3 (moderate sensitivity): Category III Arms, Ammunition, and Explosives (e.g., blasting caps, detonating cord, HE small arms rounds).

(4) CIIC 4 (low sensitivity): Category IV Arms, Ammunition, and Explosives (e.g., illumination grenades, incendiary destroyers, and most small arms rounds).

(5) CIIC 5 (highest sensitivity): Category I Arms, Ammunition, and Explosives with a physical security classification of SECRET.

(6) CIIC 6 (highest sensitivity): Category I Arms, Ammunition, and Explosives with a physical security classification of CONFIDENTIAL.

(7) CIIC 7 (low sensitivity): Category IV Arms, Ammunition, and Explosives (e.g., blanks, propelling charges, large projectiles, and igniters).

(8) CIIC 8 (high sensitivity): Category II Arms, Ammunition, and Explosives with a physical security classification of CONFIDENTIAL.

(9) Pilferable Items.

(a) P – Ammunition and explosives that are unclassified, non-sensitive, have commercial resale value or civilian application and high theft potential.

(b) J - Pilferable item, due to its size, shape, and utility, which does not fall under one of the above categories. Pilferage controls may be designated by the coding activity to items coded U (Unclassified) by recoding the items to J.

b. HCD: HAZARD CLASS and Division – The first number denotes that the hazard class is in UNO Class 1, Explosives. The second number is the division of the hazard class based on the character and predominance of the associated hazards and of the potential for causing personnel casualties or property damage, not upon compatibility groupings or intended use. See HC and divisions below (there are other HCDs, however those below are the ones most commonly associated with ammunition and explosives).

1.1 Explosives (mass explosion hazard).
1.2 Explosives (projection hazard).
1.3 Explosives (predominantly a fire hazard).
1.4 Explosives (no significant blast hazard).
1.5 Explosives (very sensitive; blasting agents).
1.6 Explosives (extremely insensitive detonating agents).

c. Storage compatibility group (SCG). Primary groups into which ammunition is segregated for storage. A detailed definition of each group is contained in Appendix G of this regulation. See compatibility mixing chart for correct storage.

Appendix F
Ammunition Packaging Data

All units should use the Defense Ammunition Center and School Ammunition Catalog Data web site at: http://www.dac.army.mil/vista/catalog/.

Appendix G
Compatibility Table for Class 1 (Explosive) Materials (Motor Vehicle Transportation)

Refer to 49 Code of Federal Regulations and unit HAZMAT qualified personnel.

Note: In view of ammunition and explosives storage principles and the considerations for mixed storage, ammunition and explosives are assigned to the appropriate one of 12 storage compatibility groups (A through H, J, K, L, and S).

1. Group A: Initiating explosives. Bulk initiating explosives, which have the necessary sensitivity to heat, friction, or percussion to make them suitable for use as initiating elements in an explosive train. Examples are wet lead azide, wet lead styphnate, wet mercury fulminate, and wet tetracene; and dry PETN.
2. Group B: Detonators and similar initiating devices. Items containing initiating explosives that are designed to initiate or continue the functioning of an explosive train. Examples are detonators, blasting caps, small arms primers, and fuses.
3. Group C: Bulk propellants, propellant charges, and devices containing propellant with or without their means of ignition. Items that upon initiation deflagrate, explode or detonate. Examples are single-, double-, triple-base, and composite propellants, rocket motors (solid propellant), and ammunition with inert projectiles.
4. Group D: Black powder, high explosives (HE), and ammunition containing HE without its own means of initiation and without propelling charge. Ammunition and explosives that can be expected to explode or detonate when any given item or component thereof is initiated. Examples are: Bulk TNT, Comp B, black powder, and wet RDX or PETN, bombs, projectiles, CBUs, depth charges, and black powder saluting charges.
5. Group E: Ammunition containing HE without its own means of initiation and with propelling charge. Ammunition or devices containing HE and containing propelling charges. Examples are artillery ammunition, rockets, or guided missiles.
6. Group F: Ammunition containing HE with its own means initiation and with or without propelling charges. HE ammunition or devices (fused) with or without propelling charges. Examples are items initiated by means of a bouchon firing device, grenades, sounding devices, and similar items having an in-line explosive train in the initiator.
7. Group G: Fireworks, illuminating, incendiary, smoke including HC, or tear producing munitions other than those munitions that are water activated or which contain white phosphorus, or flammable liquid or gel. Ammunition that, upon functioning, results in an incendiary, illumination, lachrymatory, smoke, or sound effect. Examples are flares, signals, incendiary or illuminating ammunition and other smoke or tear producing devices.
8. Group H: Ammunition containing white phosphorus or other pyrophoric material with or without explosives. Ammunition in this group contains fillers, which are spontaneously flammable

when exposed to the atmosphere. Examples are WP, PWP, or other ammunition containing pyrophoric material.

9. Group J: Ammunition containing flammable liquids or gels with or without explosives. Ammunition in this group contains flammable liquids or gels other than those that are spontaneously flammable when exposed to water or the atmosphere. Examples are liquid or gel filled incendiary ammunition.

10. Group K: Ammunition containing toxic chemical agents with or without explosives. Ammunition in this group contains chemicals specifically designed for incapacitating effects more severe than lachrymation. Examples are artillery or mortar ammunition, fused or unfused grenades, rockets or bombs filled with a lethal or incapacitating chemical agent.

11. Group L: Ammunition not included in other compatibility groups. Ammunition having characteristics that do not permit storage with other types of ammunition, or kinds of explosives, or dissimilar ammunition of this group. Examples are water activated devices, prepackaged liquid-fueled rocket engines, fuel-air explosive devices (FAE), TPA (thickened TEA), and damaged or suspect ammunition of any group. Types presenting similar hazards may be stored together but not mixed with other groups.

12. Group S: Ammunition presenting no significant hazard. Ammunition so designed or packed that an explosive effect when in storage is confined and self-contained within the item or package. An incident may destroy all items in a single pack but must not be communicated to other packs so all are destroyed. Examples are thermal batteries, explosive switches or valves, and other ammunition items packaged to meet the criteria of this group.

Appendix H
Ammunition Items

All units should use the Defense Ammunition Center and School Ammunition Catalog Data Web Site at: http://www.dac.army.mil/vista/catalog/

Appendix I
Salvage and Residue Weights

1. Users may weigh expended small arms ammunition cartridges to determine if the ammunition issued to the unit was fired and if the total quantity of ammunition issued, less live ammunition turned-in, equals the amount of residue turned-in. http://www.dac.army.mil/vista/catalog/ gives the weight for each type of small arms cartridge casing. Casings not listed there will be determined locally.

2. Use the weights in this appendix to compute the total weight of residue for each small arms DODIC issued.

3. To determine brass weight from the quantity of live ammunition issued, multiply the number of live rounds by the weight factor (pounds) given in this appendix. For example:

> A user that is issued 30,000 rounds of 5.56mm ammunition must return 405 pounds (184 kg) of brass (30,000 X .0135 = 405 lbs.).

A user that is issued 30,000 rounds of 5.56mm ammunition and turns-in 12,000 rounds of live 5.56mm ammunition, must return 243 pounds (110 kg) of brass (30,000 – 12,000 X .0135 = 243 lbs.).

4. To determine the number of rounds from the weight of brass, divide the brass weight by the weight factor (pounds). For example:

Table I-1. Brass conversion chart

Case Type	Case Wt. in LBS		Case Type	Case Wt. in LBS
.22 caliber, brass, short	.0008		.50 caliber, steel, all	.111
.22 caliber, brass, long	.0014		5.56 millimeter, brass, all	.0135
.30 caliber, brass, carbine	.0101		7.62 millimeter, brass, all	.026
.30 caliber, steel, carbine	.0081		9 millimeter, brass, parabellum	.009
.30 caliber, brass, all other	.0286		20 millimeter, brass, small	.2
.38 caliber, brass, all	.009		20 millimeter, brass, large	.25
.45 caliber, brass, all	.0124		Shotgun, brass	.035
.45 caliber, steel, all	.012		.25 MM, steel, all	.48
.50 caliber, brass, all	.121		All other brass	Indiv count

Note:
1 Pound = .454 Kilograms
1 Kilogram = 2.2 pounds

Appendix J
Ammunition Supply Procedures Course (ASPC)

1. General. The ASPC is intended for brigade and battalion level ammunition managers who are serviced by the G3, III Corps, 4th CMMC (COSCOM), and Fort Hood ASP. Personnel attending the course should be in the grade of Sergeant or above, however commanders are not restricted to the grade of the personnel that they select for attendance. Classes are conducted quarterly by personnel of the Corps Ammunition Management Office (4th CMMC). Each course date will be announced by 4th CMMC in 4th CMMC newsletter and via E-mail to the MSCs (Reserve Component units will be informed by the III Corps Reserve Component Ammunition Manager). Attendance is restricted to 40 personnel per class. Commanders desiring to send personnel to the course must submit, in writing the following information: Attendee's name, rank, SSN, Company, Battalion, Unit Commander and telephone number. Allocations are: 1CD (8), 4ID (8), 13th COSCOM (8), 3d Sig Bde (5), 89 MP (3), 504 MI (3), III Corps (3), 13 FIN (1), and 3 PG (1).

2. Purpose. The purpose of this course is to familiarize ammunition managers with the ammunition procedures contained in AR 710-2, DA Pam 710-2-1, 664th Ordnance Company External SOP, and this regulation. The course runs for 40 hours (5 days). Course curriculum is below:

a. Administrative data.
b. Forecasting procedures.
c. Ammunition safety.
d. Ammunition requisitioning procedures.
e. Ammunition issue procedures.
f. Ammunition turn-in procedures.
g. Reconciliation procedures surveillance/security procedures.
h. Hazardous materials (HAZMAT) procedures.
i. ASP tour.
j. ABL.
k. HAZMAT transportation procedures.
l. ASPC practical exercise.
m. Review practical exercise.
n. Course critique.
o. Graduation and presentation of certificates

3. 4th CMMC POC is the Operations Officer/Operations Sergeant. Commercial telephone number is (254) 287-4815. DSN is 737-4815. Mailing address is: CDR, 4th CMMC, 13th COSCOM, ATTN: AFVG-CMMC-CAMO, Fort Hood, Texas 76544.

Appendix K
Ammunition Basic Load (ABL) Computation Sheet

This appendix provides instructions for completing FORSCOM Form 149-R, Ammunition Basic Load Computation Sheet.

Table K-1. Ammunition basic load (ABL) computation

Column	Instructions
UNIT, UIC, & LOCATION	Enter the unit designation and UIC as they appear on the Morning report. The location is the installation to which the unit is assigned.
TOE	Enter the MTOE number. In this column enter the LIN of the authorized weapon, equipment, or munitions (WEM).
TYPE OF WPN 3	Enter the type of WEM as shown in FC Reg 700-3, Appendix A, Table A-1.
TOTAL WPN	Enter the total quantity of WEM authorized.
ROUND PER WPN	Enter the quantity authorized as listed in the QTY PER WEM column of FC Reg 700-3, Appendix A, Table A-1.
Nomenclature or round or item	Enter the nomenclature of authorized ammunition as contained in the AMMO DESCRIP column of FC Reg 700-3, appendix A, Table A-1.
NSN and DOD CODE	Enter the NSN and DODAC, as contained in DODAC or NSN column in FC Reg 700-3, Appendix A, Table A-1.
Auth Qty	Enter the product obtained by multiplying the quantity in the TOTAL WPN column by the quantity in the ROUND PER WPN column.
Currently on hand	Enter the total amount of ammunition currently on hand within the unit or at the installation and earmarked for the unit.
TO BE RQN FOR INSTL STOR	Enter the quantity of ammunition requisitioned for the unit for storage at the installation.
CURRENTLY IN AMC STORAGEFACILITY	Enter the quantity of ammunition for storage at AMC facilities for which status has been received.
TO BE RQN FOR AMC FACILITY	Enter the difference obtained by subtracting the sum of the CURRENTLY ON HAND, - TO BE RQN FOR INSTL STOR and CURRENTLY IN AMC STORAGE FACILITY columns, as appropriate, from the quantity shown in the AUTH QTY column.

Appendix L
Sample Forms and Illustrations

Figure L-1. DA Form 2064, document register for supply actions

DOCUMENT REGISTER FOR SUPPLY ACTIONS *For use of this form, see DA PAM 710-2-1.* *The proponent agency is ODCSLOG*	ELEMENT KEEPING THE REGISTER	DODAAC ACTIVITY ADDRESS CODE	UNIT IDENTIFICATION CODE	PAGE NUMBER

DOCUMENT NUMBER		DOCUMENT SENT TO	STOCK NUMBER	NOUN	REQUEST FOR	FD	INITIALS	QUANTITY			DATE FOLLOW-UP DUE	DATE COMPLETED	REMARKS
DATE	SERIAL							REQUEST	RECD/ TURN IN	DUE IN			
a	*b*	*c*	*d*	*e*	*f*	*g*	*h*	*i*	*j*	*k*	*l*	*m*	*n*

sample

DA FORM 2064, JAN 82 EDITION OF SEP 65 IS OBSOLETE USAPPC V2.00

Figure L-2. Instructions for DA Form 5203, DODIC Master Record

(1) Draw a line through LOT LOCATOR in the form title.
(2) CC: Leave this block blank.
(3) LOC: Leave this block blank.
(4) Date: Enter the Julian date of the transaction posting.
(5) Date/Serial: Enter the Julian date and serial number of the transaction document number.
(6) DODAAC: Enter the unit designation.
(7) Trans Code Gain: Leave this block blank.
(8) Trans Code Loss: Leave this block blank.
(9) Gain Quantity: Enter the quantity of live ammunition received from the DA Form 581 or DA Form 5515-R.
(10) Loss Quantity: Enter the quantity of live ammunition turned-in on DA Form 581 or issued on DA Form 5515-R.
(11) Remarks: Enter unit designation.
(12) DODIC: Enter the DODIC.
(13) FSC/NSN: Enter the National Stock Number.
(14) Description: Enter the nomenclature.
(15) Remaining columns of blocks: Leave all other columns or blocks blank.

Figure L-2. DA Form 5203, DODIC Master/Lot Locator Record (continued)

DA FORM 5203, May 83

DODIC MASTER/LOT LOCATOR RECORD

For use of this form, see DA PAM 710-2-2; the proponent agency is TRADOC.

BALANCE ON HAND	CC N/A	CC	CC	CC
	LOC	LOC	LOC	LOC

DATE	DATE / SERIAL	DODAAC	TRANS CODE GAIN	TRANS CODE LOSS	GAIN QUANTITY	LOSS QUANTITY	BALANCE BROUGHT FORWARD				
5121	5121 / 0009	1/505 Arty			10,000						
5124	5124 / 0001	C Btry				3,360					

sample

REMARKS	QD CLASS	NEW	U/1	U/PK	U/PRICE
1-505 Arty BN	COMP GP	FS CAT	WGT/RD	WGT/PK	CUBE

DODIC	FSC/NSN	DESCRIPTION	CC	LOT NO.
A071	1305-00-926-3930	Ctg, 5.56mm Ball		

USAPPC V1.00

Figure L-3. Instructions for DA Form 5204, Serial Number Record

(1) DODIC: Enter the DODIC.
(2) NSN: Enter the National Stock Number.
(3) Description: Enter nomenclature and model number.
(4) Lot No: Leave this block blank.
(5) Cond. Code: Leave this block blank.
(6) Date Gain: Enter the Julian date the item is received on DA Form 581 or DA Form 5515-R.
(7) Gain Date/Serial: Enter the Julian date and serial number from the transaction document number.
(8) Gain DODAAC: Enter the unit designation.
(9) Serial Number: Enter the item serial number.
(10) Loc Code: Leave this block blank.
(11) Date of Mfg: Leave this block blank.
(12) Trans Code Gain: Leave this block blank.
(13) Trans Code Loss: Leave this block blank.
(14) Date Loss: Enter the Julian date the item is issued on DA Form 5515- R or turned-in on DA Form 581.
(15) Loss Date/Serial: Enter the Julian date and serial number from the transaction document number.
(16) Loss DODAAC: Enter the designation of the activity to which the item is issued or turned-in.
(17) Remarks: Enter the unit designation.
(18) DODIC: Enter the DODIC.
(19) NSN: Enter the National Stock Number.
(20) Description: Enter nomenclature and model number.
(21) Remaining columns of blocks: Leave all other columns or blocks blank.

Figure L-3. DA Form 5204, Serial Number Record (continued)

DA FORM 5204, May 83

SERIAL NUMBER RECORD

For use of this form, see TM 38-L69-11; the proponent agency is TRADOC.

DODIC	NSN	DESCRIPTION	LOT NO.	COND CODE.
PA44	1410-00-555-6185	Guided Missile Intercept		

DATE GAIN	GAIN DATE / SERIAL	GAIN DODAAC	SERIAL NUMBER	LOC CODE	DATE OF MFG	TRANS CODE GAIN	TRANS CODE LOSS	DATE LOSS	LOSS DATE / SERIAL	LOSS DODAAC
5121	5120 / 0009	1/505 FA	4112					5150	5149 / 0001	C Btry
5121	5120 / 0009	1/505 FA	4113					5150	5149 / 0002	B Btry
5121	5120 / 0009	1/505 FA	4114							
5121	5120 / 0009	1/505 FA	4115							

REMARKS	DATE OF MFG	GMLR TYPE	ASBL COMP DSG	SIC
1/505 FA				

DODIC	NSN	DESCRIPTION	LOT NO.	COND CODE.
PA44	1410-00-555-6185	Guided Missile Intercept		

USAPPC V1.00

sample

Figure L-4. Instructions for DA Form 5514-R, TAMIS Training Ammunition Forecast Report

(1) Creation Date: Enter the date the report is created.

(2) UIC: Enter the name and unit identification code of the unit completing the report.

(3) Thru: Enter the address of the intermediate command or office the report must go through. The unit must ensure that one of these addressees is the office responsible for approving ammunition requests (block 7,a, DA Form 581).

(4) Signature: Enter the signature of the through addressee.

(5) TO: Enter the address of the command of office to which the report is made.

(6) Location: Enter the name of the installation on which the reporting unit is stationed.

(a) through (l): Enter the three-character abbreviation for the name of the first through twelve months covered by the report. In the columns under these blocks, enter the quantities by DODIC and supporting SSA forecasted for expenditure each month. Ensure that the total quantity of ammunition by DODIC forecasted for the current fiscal year does not exceed current authorizations. Current authorization does not apply to quantities forecasted in months of the next fiscal year.

(m): Enter the Department of Defense Identification Code (DODIC) for the ammunition item authorized; e.g., A071.

(n): Enter authorized quantity as contained in TAMIS.

(o): Subtract expenditures from authorized quantity and record the remaining quantity in this block.

(p1) through (p5): Enter the number designation of the ammunition SSA from which the unit will receive the ammunition.

Figure L-4. DA Form 5514-R, TAMIS Training Ammunition Forecast Report (continued)

TAMIS TRAINING AMMUNITION FORECAST REPORT

FOR USE OF THIS FORM, SEE DA PAM 710-2-1; THE PROPONENT AGENCY IS DCSLOG.

RCS: CSGLD-1941

CREATION DATE: 1 MAY 00

UIC: 180 Trans Bn WA6HAB

LOCATION: Ft Hood, TX

THRU: SIGNATURE

CAO, 4th CMMC
Ft. Hood, TX

THRU: SIGNATURE

S-3, 64 CSG

TO: G-3 Trng, III Corps
Ft Hood, TX

DODIC	AUTH QTY	REMAIN QTY	ASP	1st MON *a*	2nd MON *b*	3rd MON *c*	4th MON *d*	5th MON *e*	6th MON *f*	7th MON *g*	8th MON *h*	9th MON *i*	10th MON *j*	11th MON *k*	12th MON *l*
m A059	*n* 1000	*o* 800	*P1*	0	0	200	300	0	400	0	0	100	0	300	0
			P2												
			P3												
			P4												
			P5												
m A363	*n* 5000	*o* 4500	*P1*	1000	0	0	0	2000	0	1500	0	0	500	0	0
			P2												
			P3												
			P4												
			P5												
m B542	*n* 300	*o* 150	*P1*	0	0	50	0	100	25	100	25	0	0	0	0
			P2												
			P3												
			P4												
			P5												
m C995	*n* 50	*o* 10	*P1*	0	0	10	0	25	0	0	15	0	0	0	0
			P2												
			P3												
			P4												
			P5												

DA FORM 5514-R, APR 86 USAPPC V2.00

Figure L-5. Instructions for DA Form 1687, Notice of Delegation of Authority – Receipt of Supplies

(1) Date: Enter the calendar date the form is prepared.

(2) Organization Receiving Supplies: Enter the name of the unit and, if prepared by a hand or sub-hand receipt holder to delegate authority to request or receipt for ammunition items, the hand receipt number or name of the section involved.

(3) Location: Enter the name of the installation on which the unit is located.

Authorized Representative(s).

(4) Last Name, First Name, and Middle Initial: Enter the name and rank of the person(s) authorized to request or receive ammunition. Also enter the person's rank, and above the person's name, enter their ETS date. Ensure that the rank of the representative matches the scope of his/her responsibilities (i.e., Only SFC and above can request).

(5) Social Security Number: Leave blank. Enter "not used" on next available line when all lines are not used.

(6) REQ/REC: Enter "YES" in this block for each person authorized to request supplies. Otherwise, enter "NO." Enter "YES" in this block for each person authorized to receipt for supplies. Otherwise, enter "NO."

(7) Signature and Initials: Enter the signature and initials of authorized representatives. Authorization by Responsible Officer or Accountable Officer.

(8) Delegates To: Enter an "X" in this box to show that the authorized representative is delegated to request/receipt for supplies. Enter the statement, "Requisition or receipt of class 5 supplies as indicated above. "Withdraws From Leave blank. Procedures for adding and deleting persons are not authorized for class 5 supplies.

(9) Remarks: Enter the ASP or other activity to which form is being sent.
Enter following statement: "Authorized representatives listed above have passed security screening required by AR 190-11. Certified IAW FH Reg 700-15."

(10) Unit Identification Code: Enter UIC.

(11) DODAAC/Account Number: Enter the unit DODAAC and any locally assigned account number.

(12) Last name - first name - middle initial: Enter name of responsible person.

(13) Grade: Enter grade or rank of responsible person.

(14) Telephone Number: Enter telephone number of responsible person.

(15) Expiration Date: Enter expiration date of the card, not to exceed one year. Review cards quarterly for accuracy.

(16) Signature: Enter signature of responsible person.

Note. Upon any element of data becoming outdated on this card, the entire card is no longer valid and will be replaced with a new card. All entries except the signature and initials will be either printed in ink (legibly) or typewritten. The signatures, (payroll) and initials will be written in ink.

Figure L-5. DA Form 1687, Notice of Delegation of Authority – Receipt of Supplies (continued)

NOTICE OF DELEGATION OF AUTHORITY - RECEIPT FOR SUPPLIES
For use of this form, see DA PAM 710-2-1. The proponent agency is ODCSLOG.

DATE: 1 Oct 00

AUTHORIZED REPRESENTATIVE(S)

ORGANIZATION RECEIVING SUPPLIES: 1/505th FA BN

LOCATION: Ft Hood TX 76544

LAST NAME-FIRST NAME-MIDDLE INITIAL	SOCIAL SECURITY NUMBER	AUTHORITY REQ	AUTHORITY REC	SIGNATURE AND INITIALS
Smith, Joe CPT ETS:Indef		YES	YES	Joe Smith JS
Snuffy, James SFC ETS: Indef		YES	YES	James Snuffy JS
Black, John SGT ETS: 31 May 06		NO	YES	John Black JB
Brown, Jennifer SPC ETS: 15 Jan 01		NO	YES	Jennifer Brown JB

sample

AUTHORIZATION BY RESPONSIBLE SUPPLY OFFICER OR ACCOUNTABLE OFFICER

THE UNDERSIGNED HEREBY [X] DELEGATES TO [ ] WITHDRAWS FROM THE PERSON(S) LISTED ABOVE,
THE AUTHORITY TO: Request, Receive, Turn-in Class V supplies from ASP/AHA/ARY Fort Hood Tx 76544

REMARKS
Authorized representatives listed above have passed security screening as required IAW AR 190-11.

I ASSUME FULL RESPONSIBILITY

UNIT IDENTIFICATION CODE: WFK7TT

DODAAC/ACCOUNT NUMBER: WBPCLL

LAST NAME-FIRST NAME-MIDDLE INITIAL	GRADE	TELEPHONE NUMBER	EXPIRATION DATE	SIGNATURE
Peacock, Joe L.	O-3	287-0000	30 SEP 01	Joe Peacock

DA FORM 1687, JAN 82 EDITION OF DEC 57 IS OBSOLETE. USAPPC V3.00

Figure L-6. Instructions for DA Form 581, Request for Issue and Turn-in of Ammunition

(1) Issue: Check Issue block.
(2) Turn-In: Leave blank.
(3) Document Number: Enter unit document number from the expendable document register. The unit document number consists of the DODAAC, Julian date, and serial number.
(4) Enter either TNG, UBL, or OPL.
(5) Pages: Enter total number of DA Form 581 and 581-1s with this document number.
(6) N/A.
(7) Send To: Enter the name and address of the supporting ASP.
(8) Request From: Enter name, address, UIC of using unit, and the TAMIS-R UIC.
(9) Date Materiel Required: Enter primary pick-up date and two alternate dates.
(10) Priority: Leave blank.
(11) Allocation Period: Enter the month the ammunition is forecasted.
(12) DODAAC: Enter the using units DODAAC.
(a) Requested By: Enter name of authorized requestor, as indicated by using units DA Form 1687.
(b) Date: Enter the Julian date requested.
(c) Signature: Enter signature of authorized requestor, as indicated on using units DA Form 1687.
(a) Approved By: Enter the name of the authorized approving authority. Depending upon the type of organization, the approving officer may be an S4, division ammunition officer, or other authority.
(b) Date: Enter Julian date request approved.
(c) Signature: Enter signature of authorized approving authority.(15) Item: Enter item number.
(16) DODIC: Enter Department of Defense Identification Code (DODIC). List all entries in DODIC order.
(17) NSN: Enter Federal Supply Class.
(18) Nomenclature: Enter nomenclature. Enter the words "last item" after the last entry.
(19) UI: Enter unit of issue.
(20) Quantity Requested/Turned-in: Enter quantity requested.
(a) Request quantities required to the nearest unit pack (see Appendix E), not to exceed the unit's forecast.
(21) TEC: Enter Training Event Code (See Appendix D).
(22) Action Code: Enter the Action Code (See Appendix C).
(23-27) Leave blank.
(28) Remarks: Enter the following statements as applicable:
(a) "Quantities requested are within authorized allocations. Unexpended ammunition will be returned within 5 working days after the last firing date."
(b) "Inclusive firing dates are from _____ to _____.
(1) Inclusive firing periods will not exceed 30 calendar days. Exceptions to this rule are:
(a) Requests for ammunition, submitted by the DAO, to support Ammunition Transfer Point (ATP) operations may be for the entire period of the ATP exercises.
(b) Requests for ammunition to support "gunnery" are authorized up to the completion date of the gunnery.
(c) "POC: (Rank, name and phone number)".
(d) "Unit appointment date_____time_____".
(e) "Delinquent date _____ Unit must reconcile with DAO NLT_____".

Figure L-6. Instructions for DA Form 581, Request for Issue and Turn-in of Ammunition (continued)

(f) "Issue of Operational Load."
(g) "Initial Issue of Basic Load."
(h) "Turn-in of Basic Load."
(i) "Required to replenish Basic Load."
(j) "To be used for overhead fire." (Training only and as required).(29) Related Document Serial Numbers List all supporting DA Forms 581and 581-1.
(30-31) Leave blank.
(32) TAMIS Control No Leave blank.

Note. DA Form 581 is used to request all ammunition (Training, Basic Load, and/or Operational Load).

Figure L-6. DA Form 581, Request for Ammunition Issue (continued)

REQUEST FOR ISSUE AND TURN-IN OF AMMUNITION
For use of this form, see AR 710-2; the proponent agency is DCSLOG

1. ISSUE	X	3. DOCUMENT NO.	4. LOCAL USE	5. PAGE	6. FOR LOCAL USE
2. TURN-IN		DODAAC Unit DOC #	TNG	1 OF 1	

7. SEND TO Accountable Officer West Fort Hood ASP Fort Hood TX 76544	8. REQUEST FROM UNIT Fort Hood, TX 76544 UIC TAMIS-R UIC	9. DATE MATERIEL REQUIRED *(YYYYMMDD)* 2000/10/12	10. PRIORITY	11. ALLOCATION PERIOD October	12. DODACC DODAAC
		13a. REQUESTED BY Unit Requesting Authority	13b. DATE Julian Date	13c. SIGNATURE	
		14a. APPROVED BY DAO Equivalent Approving Authority	14b. DATE Julian Date	14c. SIGNATURE	

15. ITEM	16. DOCIC	17. NSN	18. NOMENCLATURE	19. UI	20. QTY REQUESTED/ TURNED IN	21. TEC	22. ACTION CODE	23. QTY ISSUED/ RECEIVED	24. LOT/SERIAL NO.	25. CC	26. POSTED BY	27. DATE *(YYYYMMDD)*
1	A059	1305	CTG 5.56mm Ball	EA	10080	R1Q	TIS					
2	A363	1305	CTG 9mm Ball	EA	2000	R1Q	TIS					
3	B546	1310	CTG 40mm HE	EA	15	R1Q	TIS					

sample

28. REMARKS
1. Quantities requested are within authorized training allocations. Unexpended ammunition will be returned within 5 working days after the last firing date.

2. Inclusive firing dates are from _____ to _____.

3. POC: Rank, Name, Telephone #.

4. Unit appointment Date _____ Time _____.

5. Deliquent Date _____ Unit must reconcile with DAO NLT _____.

29. RELATED DOCUMENT SERIAL NOS.

30a. ISSUED BY	30c. DATE *(YYYYMMDD)*	31a. RECEIVED BY	31c. DATE *(YYYYMMDD)*	32. TAMIS CONTROL NO.
30b. SIGNATURE		31b. SIGNATURE		

DA FORM 581, JUL 1999 EDITION OF AUG 89 MAY BE USED USAPA V1.00

Figure L-7. DA Form 581-1, Ammunition Continuation Sheet

REQUEST FOR ISSUE AND TURN-IN OF AMMUNITION CONTINUATION SHEET

For use of this form, see AR 710-2; the proponent agency is DCSLOG

1. ISSUE	X	3. DOCUMENT NO.	4. LOCAL USE	5. PAGE	6. FOR LOCAL USE
2. TURN-IN		DODAAC, Unit Doc #	TNG	2 OF 2	

15. ITEM	16. DOCIC	17. NSN	18. NOMENCLATURE	19. UI	20. QTY REQUESTED/ TURNED IN	21. TEC	22. ACTION CODE	23. QTY ISSUED/ RECEIVED	24. LOT/SERIAL NO.	25. CC	26. POSTED BY	27. DATE (YYYYMMDD)
8	B568	1310	CTG 40mm HE	EA	200	R1Q	TIS					
9	G922	1330	Grenade, Riot	EA	10	R1Q	TIS					
10	G930	1330	Grenade, Smoke	EA	16	R1Q	TIS					

sample

DA FORM 581-1, JUL 1999 EDITION OF AUG 89 MAY BE USED USAPA V1.00

Figure L-8. DA Form 3151-R, Ammunition Stores Slip

AMMUNITION STORES SLIP For use of this form, see DA PAM 710-2-2; the proponent agency is DCSLOG	AUTHORITY	DATE

FROM	NAME OF ACTIVITY
TO	VEHICLE NO.
RECEIPT ☐ ISSUE ☐ OTHER *(Specify)* ☐ TURN-IN	DRIVER

NSN DODIC NOMENCLATURE	LOT NO.	ACC	LOCATION		PLTS / BXS	TOTAL ROUNDS	INIT
			FROM	TO			

REMARKS

DATE	SIGNATURE OF ISSUING CHECKER	DATE	SIGNATURE OF ISSUING CHECKER

DA FORM 3151R, APR 76 REPLACES DA FORM 3151, 1 JUL 66 WHICH MAY BE USED UNTIL EXHAUSTED USAPPC V1.00

sample

Figure L-9. Instructions for preparing DA Form 5515, Training Ammunition Control Document, Sub-Issue

(1) Document Number The activity that draws the ammunition from the ASP on DA Form 581 (for example a battalion S4, or the supply activity in a non-divisional company) enters a document number from the expendable document register. Each subsequent issuer uses the same document number when preparing DA Forms 5515 to further issue the training ammunition. Enter document number obtained from issue 581. Issuing authority will add an alpha suffix code to document number for each sub-issue.

(2) Pages Enter total number of DA Forms 5515 (Training Ammunition Control Document) and DA Forms 5515-1 (Continuation Sheet) with this document number.

(3) N/A

Section A

(4) From Enter the name, address of the sub-issuing activity.

(5) To Enter sub-receiving activity name and address.

(6) Date Issued Enter the calendar sub-issue date.

(7) Date Turned In Leave blank.

(8) Item Enter the item number.

(9) DODIC/Nomenclature Enter the DOD Identification Code DODIC and the item nomenclature. Enter the words "Last Item" after last entry.

(10) Lot/Serial Number Enter the Lot Number. Also serial number for each item if item has a serial number.

(11) Qty Issued Enter the quantity issued.

(12) Qty Residue Required Enter nomenclature and amount of residue required to be returned. (Residue return requirements are shown in Table J).

(13) Qty Residue Turned In Leave blank.

(14) Qty Live Turned In Leave blank.

(15) Issued By The individual making the sub-issue will sign payroll signature this block.

(16) Received By The individual receiving the sub-issue will sign their payroll signature in this block.

(17-18) Leave blank.

(19) Briefed By and Date Complete this block when ammunition is sub-issued or issued for consumption. Individual conducting the briefing will sign his or her payroll signature and enter the calendar date of the briefing.

(20-22) Leave blank.

Section B

(23-38) Leave blank.

(39) Remarks Enter all related document serial numbers.

Figure L-9. DA Form 5515, Hand Receipt for Training Ammunition (continued)

TRAINING AMMUNITION CONTROL DOCUMENT
For use of this form, see AR 710-2; the proponent agency is DCSLOG

1. DOCUMENT NO. WK4ABC-9121-0009-A
2. PAGE 1 OF 1
3. DOCUMENT SERIAL NO. AA5515 000 000 027

SECTION A

4. FROM: S-4, 1-505th Arty Bn, Ft Knox, KY
5. TO: A Brty, 1-505th Arty Bn, Ft Knox, KY
6. DATE ISSUED: 30 May 89
7. DATE TURNED IN: 7 Jun 89

SECTION B

23. FROM
24. TO
25. DATE ISSUED
26. DATE TURNED IN

8. ITEM	9. DODIC/NOMENCLATURE	10. LOT/SERIAL NO	11. QTY ISSUED	12. QTY RESIDUE REQUIRED	13. QTY RESIDUE TURNED-IN	14. QTY LIVE TURNED-IN	27. QTY ISSUED	28. QTY RESIDUE REQUIRED	29. QTY RESIDUE TURNED-IN	30. QTY LIVE TURNED-IN
1	A071 CTG, 5.56mm ball, M193	LC 10-05	950	-------	9.5 lbs	250				
2	H557 Rocket, HE, 66mm, M72A2	12345678	10	10 launcher 10 blocks	10 launcher 10 blocks	0				
	LAST ITEM									

15. ISSUED BY: Kenneth Wright, SFC, S-4
16. RECEIVED BY: Bob Jones, SSG, A Btry
17. TURNED-IN BY: Bob Jones, SSG, A Btry
18. RECEIVED BY: Kenneth Wright, SFC, S-4
31. ISSUED BY
32. RECEIVED BY
33. TURNED-IN BY
34. RECEIVED BY

Before issue, soldiers told to return all A&E and residue upon request. Failure to do so punishable under UCMJ
19a. BRIEFED BY: Bob Jones, SSG, A Btry
19b. DATE: 6 Jun 89
35a. BRIEFED BY
35b. DATE

Upon turn-in request, soldiers told to return all A&E and residue upon request. Failure to do so punishable under UCMJ
20a. BRIEFED BY: Bob Jones, SSG, A Btry
20b. DATE: 6 Jun 89
36a. BRIEFED BY
36b. DATE

All issued ammunition was account for - either expended or turned-in
21a. VERIFIED BY: Don Ogles, 1LT, XO
21b. DATE: 6 Jun 89
37a. VERIFIED BY
37b. DATE

The above residue items are inert and have been 100 percent inspected and contain no live A&E
22a. INSPECTED BY: Bob JOnes, SSG, A Btry
22b. DATE: 6 Jun 89
38a. INSPECTED BY
38b. DATE

39. REMARKS: Issue document SN#: AA581 000 000 047

DA FORM 5515, AUG 89 EDITION OF APR 86 IS OBSOLETE Copy 2

sample

Figure L-10. Instructions for DA Form 581, Request for Turn-In of Live Ammunition

(1) Issue: Leave blank.
(2) Turn-In: Check turn-in block.
(3) Document Number: Enter unit document number from the expendable document register. The unit document number consists of the DODAAC, Julian date, and serial number.
(4) For local use.
(5) Pages: Enter total number of DA Form 581 and 581-1s with this document number.
(6) N/A
(7) Send To: Enter the name and address of the supporting ASP.
(8) Request From: Enter name, address and UIC of using unit.
(9) Date Materiel Required: Enter appointment date and time at ASP.
(10) PRIORITY: Leave blank.
(11) Allocation Period: Enter the allocation period from the original draw document.
(12) DODAAC: Enter the using units DODAAC.
(13)
(a) Requested By: Enter name of authorized requestor, as indicated by using units DA Form 1687.
(b) Date: Enter the Julian date request prepared.
(c) Signature: Enter signature of authorized requestor, as indicated on using units DA Form 1687.
(14)
(a) Approved: By Enter the name of the authorized approving authority. Depending upon the type of organization, the approving officer may be an S-4, division ammunition officer, or other authority.
(b) Date: Enter Julian date request approved.
(c) Signature: Enter signature of authorized approving authority.
(15) Item: Enter item number.
(16) DODIC: Enter Department of Defense Identification Code (DODIC).
(17) NSN: Enter National Stock Number.
(18) Nomenclature: Enter nomenclature Enter the words "Last Item" after the last entry.
(19) UI: Enter unit of issue.
(20) Quantity Requested/Turned In: Enter quantity being turned in.
(21) TEC: Enter Training Event Code (See app I).
(22) Action Code: Enter one of the following codes:
NIS--Issue for training or combat
TAR--Training assets return
TIR--Turn-in residue
IBL--Initial Issue Basic Load
BLR--Basic Load receipts
RBL--Rotate Basic Load
NTI--Normal turn-in combat
(23) Leave blank.
(24) Enter lot number to be turned in. If multiple lot numbers, enter only one lot number per line.
(25-27) Leave blank.
(28) Remarks: Enter the following statements as applicable:
a. "The above items drawn on document number xxxxxxx were not expended. All other items drawn on that document number were properly expended." (Training only)
b. "Residue turn-in is under document number xxxxxxx." (Training only).

Figure L-10. Instructions for DA Form 581, Request for Turn-In of Live Ammunition (continued)

c. "The vehicle listed below passed the safety inspection required by figure 11-1" (Optional entry).

d. "As a result of shortages, DA Form 58-11R is attached." Note. (Enter this statement and attach completed DA Form 581-R when there is a shortage between the quantity of unexpended ammunition issued and ammunition returned to the ASP) (Training only).

(29) Related Document Serial Numbers: List all supporting DA Forms 581 and 581-1.

(30-31) Leave blank.

(32) TAMIS Control No: Leave blank.

Figure L-10. Instructions for preparing DA Form 581, request for live ammunition turn-in (continued)

REQUEST FOR ISSUE AND TURN-IN OF AMMUNITION
For use of this form, see AR 710-2; the proponent agency is DCSLOG

1. ISSUE		3. DOCUMENT NO.	4. LOCAL USE	5. PAGE	6. FOR LOCAL USE
2. TURN-IN	X	W81THH-0033-0100	LIVE T/I	1 OF 1	

7. SEND TO	8. REQUEST FROM	9. DATE MATERIEL REQUIRED (YYYYMMDD)	10. PRIORITY	11. ALLOCATION PERIOD	12. DODACC
Accountable Officer West Fort Hood ASP Fort Hood, Texas 76544	61st ASMB Fort Hood Texas 76544 WBHNAA TAMIS UIC WBHNAA				W81THH

13a. REQUESTED BY	13b. DATE	13c. SIGNATURE
Brown, James SFC		
14a. APPROVED BY	**14b. DATE**	**14c. SIGNATURE**

15. ITEM	16. DOCIC	17. NSN	18. NOMENCLATURE	19. UI	20. QTY REQUESTED/ TURNED IN	21. TEC	22. ACTION CODE	23. QTY ISSUED/ RECEIVED	24. LOT/SERIAL NO.	25. CC	26. POSTED BY	27. DATE (YYYYMMDD)
1	L306	1370-00-182-3408	Sig Illum Red Star Cluster	EA	7	R1Q	TAR					
2	L307	1370-00-756-2588	Sig Illum Grnd White Star Cluster	EA	5	R1Q	TAR					
3	L311	1370-00-629-2336	Sig Illum Grnd Red Star Para	EA	5	R1Q	TAR					
		LAST ITEM										

28. REMARKS
1. The above items were drawn on Document # W81THH-9327-0100 and were not expended. All other items drawn on that document were properly expended.

2. Residue turn-in is under Document # W81THH-0033-0101.

3. Unit appointment date is _____ Time _____.

4. POC: _____ Phone: _____

5. Delinquent date:_____.

29. RELATED DOCUMENT SERIAL NOS.

30a. ISSUED BY	30c. DATE (YYYYMMDD)	31a. RECEIVED BY	31c. DATE (YYYYMMDD)	32. TAMIS CONTROL NO.
30b. SIGNATURE		31b. SIGNATURE		

DA FORM 581, JUL 1999 EDITION OF AUG 89 MAY BE USED USAPA V1.00

sample

Figure L-11. Instructions for preparing DA Form 581, Request for Turn-In of Ammunition Residue

(1) Issue: Leave blank.
(2) Turn-in: Check turn-in block.
(3) Document Number: Enter unit document number from the expendable document register. The unit document number consists of the DODAAC, Julian date, and serial number.
(4) For local use.
(5) Pages: Enter total number of DA Form 581 and 581-1s with this document number.
(6) N/A
(7) Send To: Enter the name and address of the supporting ASP.
(8) Request From: Enter name, address and UIC of using unit.
(9) Date Materiel Required: Enter appointment date and time at ASP.
(10) PRIORITY: Leave blank.
(11) Allocation Period: Enter allocation period from the original draw document.
(12) DODAAC: Enter the using units DODAAC.
(13)
(a) Requested By: Enter name of authorized requestor, as indicated by using units DA Form 1687.
(b) Date: Enter the Julian date request prepared.
(c) Signature: Enter signature of authorized requestor, as indicated on using units DA Form 1687.
(14)
(a) Approved By: Enter the name of the authorized approving authority. Depending upon the type of organization, the approving officer may be an S-4, division ammunition officer, or other authority.
(b) Date: Enter Julian date request approved.
(c) Signature: Enter signature of authorized approving authority.
(15) Item: Enter item number.
(16) DODIC: Enter Department of Defense Identification Code (DODIC).
(17) NSN: Enter National Stock Number.
(18) Nomenclature: Enter nomenclature. Enter the words "Last Item" after the last entry.
(19) UI: Enter unit of issue.
(20) Quantity Requested/Turned In: Enter quantity being turned in.
(21) TEC: Enter Training Event Code (See app I).
(22) Action Code: Enter one of the following codes:

NIS--Issue for training or combat
TAR--Training assets return
TIR--Turn-in residue
IBL--Initial Issue Basic Load
BLR--Basic Load receipts
RBL--Rotate Basic Load
NTI-- Normal turn-in combat

(23-27) Leave blank.
(28) Remarks: Enter the following statements as applicable:
a. "The above items drawn on document number xxxxxxx were properly expended. All other items drawn on that document number are being returned under document number xxxxxxx" (Training only).

Figure L-11. Instructions for preparing DA Form 581, Request for Turn-In of Ammunition Residue (continued)

b. Contents have been inspected. Contents do not contain any live rounds, unfired primers, explosives, or other dangerous materiel. Signed (The individual who makes the inspection signs the statement (Required entry).

c. "The vehicle listed below passed the safety inspection required by figure 11-1" (Optional entry).

d. "As a result of shortages, DA Form 5811-R is attached." (Enter this statement and attach completed DA Form 5811-R when there is a shortage between the quantity of unexpended ammunition issued and ammunition returned to the ASP (Training only).

(29) Related Document Serial Numbers: List all supporting DA Forms 581 and 581-1.

(30-31) Leave blank.

(32) TAMIS Control No: Leave blank.

Figure L-11. DA Form 581, request for residue turn-in .

REQUEST FOR ISSUE AND TURN-IN OF AMMUNITION
For use of this form, see AR 710-2; the proponent agency is DCSLOG

1. ISSUE
2. TURN-IN X
3. DOCUMENT NO. W81THH-0033-0101
4. LOCAL USE RESIDUE T/I
5. PAGE 1 OF 1
6. FOR LOCAL USE

7. SEND TO
Accountable Officer
West Fort Hood ASP
Fort Hood, Texas 76544

8. REQUEST FROM
61st ASMB
Fort Hood Texas 76544
WBHNAA
TAMIS UIC WBHNAA

9. DATE MATERIEL REQUIRED (YYYYMMDD)
10. PRIORITY
11. ALLOCATION PERIOD
12. DODACC W81THH

13a. REQUESTED BY Brown, James SFC
13b. DATE
13c. SIGNATURE

14a. APPROVED BY
14b. DATE
14c. SIGNATURE

15. ITEM	16. DOCIC	17. NSN	18. NOMENCLATURE	19. UI	20. QTY REQUESTED/ TURNED IN	21. TEC	22. ACTION CODE	23. QTY ISSUED/ RECEIVED	24. LOT/SERIAL NO.	25. CC	26. POSTED BY	27. DATE (YYYYMMDD)
1	A080	8140	CTG 5,56MM BRASS	LB	5	R1Q	TIR					
2	G950	8140	PULL RINGS	EA	8	R1Q	TIR					
3	G950	8140	FIBER CONTR	EA	8	R1Q	TIR					
		LAST	ITEM									

sample

28. REMARKS
1. The above items were drawn on document number W81THH-9357-0100 and were properly expended. All other items drawn on that document are being returned under document number W81THH-0033-0100.

2. Contents have been inspected. Contents do not contain any live rounds, unfired primers, explosives or other dangerous materials. Signed _____.

3. Unit appointment date is _____ Time _____.

4. POC: _____ Phone: _____

5. Delinquent date:_____.

29. RELATED DOCUMENT SERIAL NOS.

30a. ISSUED BY
30b. SIGNATURE
30c. DATE (YYYYMMDD)
31a. RECEIVED BY
31b. SIGNATURE
31c. DATE (YYYYMMDD)
32. TAMIS CONTROL NO.

DA FORM 581, JUL 1999 EDITION OF AUG 89 MAY BE USED USAPA V1.00

L-12. Instructions for DA Form 5811-R, Certificate of Lost or Damaged Class 5 Ammunition Items

Part I

(1-5) Items short will be described in detail and quantity.
(6) Circumstances surrounding the loss or damage will be described.
(7) Organizational commander will sign and date PART I.

Part II

(8-12) First LTC in the chain of command will review the circumstances surrounding the loss or damage and determine the appropriate action to be taken because of the loss or damage to government property. The DA FORM 5811 must be signed by an officer in the rank of 0-5 (LTC or higher) in the units chain of command, an 0-4 Acting Commander CANNOT sign this form.

Note. Completed DA Form 5811-R will accompany turn in documents to the ASP. When a shortage exists, this document is required to complete reconciliation with the ASP.

Figure L-12. DA Form 5811-R, certificate of lost or damaged class 5 ammunition items

CERTIFICATE - LOST OR DAMAGED CLASS 5 AMMUNITION ITEMS

For use of this form, see DA PAM 710-2-1; the proponent agency is DCSLOG

PART I - CERTIFICATION

I certify that the item(s) described in blocks 1-5 below were as stated. Circumstances of the loss or damage are accurately described below.

1. STOCK NO.	2. DESCRIPTION	3. QUANTITY	4. ITEM WAS *(Check)*		5 DAMAGED BY NEGLIGENCE? *(Check)*	
			a. LOST	b. DAMAGED	a YES	b NO
1305-A131	CTG 7.62MM BRASS	500 LBS	X			
1305-A131	CTG 7.62MM LINKS	200 LBS	X			

6. CIRCUMSTANCES OF LOSS OR DAMAGE

The above items were not recoverable from the range due to the ammunition was fired from an aircraft while in flight.

sample

7a. SIGNATURE	7b. DATE
TED A. JONES, CPT, AV, Commanding	4 NOV 00

PART II - ACTION

8. I have reviewed the evidence pertaining to the loss or damage as stated. I agree ☒ do not agree ☐ that the loss or damage to the class 5 item *(s)* was ☐ was not ☒ due to negligence, willful misconduct, or deliberate unauthorized use. The following actions shall be taken.

	CHECK ALL THAT APPLY
9. No further action is required.	X
10. An administrative adjustment shall be made in the property book for the class 5 item *(s)* that were not lost through negligence, willful misconduct, or deliberate unauthorized use.	
11. The damaged class 5 item *(s)* shall be repaired as fair wear and tear as the damage was not caused by negligence, willful misconduct, or deliberate unauthorized use.	
12. The circumstances surrounding the loss or damage warrant the processing of a formal Report or Survey that will be initiated immediately by the responsible property officer.	

13a. SIGNATURE	13b. TITLE	13c. DATE
	ROBERT J. SMITH, LTC, AV, Commanding	4 Nov 00

DA FORM 5811-R, AUG 89 USAPPC V1.01

Figure L-13. DA Form 5692, Ammunition Consumption Certificate

AMMUNITION CONSUMPTION CERTIFICATE

For use of this form, see AR 710-2-1, the proponent agency is DCSLOG

UNIT	RANGE AND LOCATION
HHC 1-502 FT HOOD TX 76544	RANGE 29 FT HOOD, TX

DOCUMENT NO.	DATE
W81RTR-0021-0100	28 JAN 00

ITEM	DODIC	NOMENCLATURE	LOT NUMBER	QUANTITY CONSUMED
1	C995	AT-4 LAUNCHER	HJA-90B010-004	15

sample

CERTIFYING OFFICIAL

I certify that I saw the above items consumed during training on *(indicate date)* → DATE 29 JAN 00

NAME *(Typed or Printed)*	SIGNATURE
JERRY JONES, CPT	Jerry Jones
UNIT HHC 1-502	POSITION RANGE SAFETY OFFICER

DA FORM 5692-R, MAY 88 USAPPC V1.00

Figure L-14. DD Form 626, Vehicle Inspection

INSTRUCTIONS

SECTION I - DOCUMENTATION

General Instructions.

All items (2 through 9) will be checked at origin prior to loading. Items with an asterisk (*) apply to commercial operators or equipment only. Only Items 2 through 7 are required to be checked at destination.

Items 1 through 5. Self explanatory.

Item 6. Enter operator's Commercial Driver's License (CDL) number or Military OF-346 License Number. CDL and OF-346 must have the HAZMAT and other appropriate endorsements IAW Part 383.

Item 7. *Enter the expiration date listed on the Medical Examiner's Certificate.

Item 8.a. APPLIES TO MILITARY OPERATORS ONLY. Military Hazardous Materials Certification. In accordance with applicable service regulations, ensure operator has been certified to transport hazardous materials.

b. *Valid Lease. Shipper will ensure a copy of the appropriate contract of lease is carried in all leased vehicles and is available for inspection. (Defense Transportation Regulation (DTR) requirement.)

c. Route Plan. Prior to loading any Hazard Class/Division 1.1, 1.2, or 1.3 (Explosives) for shipment, ensure that the operator possesses a written route plan in accordance with 49 CFR Part 397. Route Plan requirements for Hazard Class 7 (Radioactive) materials are found in 49 CFR 397.101.

d. Emergency Response Guidebook (ERG) or Equivalent. Commercial operators must be in possession of an ERG or equivalent document. Shipper will provide applicable ERG page(s) to military operators.

e. *Driver's Vehicle Inspection Report. Review the operator's Vehicle Inspection Report. Ensure that there are no defects listed on the report that would affect the safe operation of the vehicle.

f. Copy of 49 CFR Part 397. Operators are required by regulation to have in their possession a copy of 49 CFR Part 397 (Hazardous Materials Driving and Parking Rules). If military operators do not possess this document, shipper may provide a copy to operator.

Item 9. *Commercial Vehicle Safety Alliance (CVSA) Decal. Check to see if equipment has a current CVSA decal and mark applicable box. Vehicles without CVSA, check documentation of the last vehicle periodic inspection.

SECTION II - MECHANICAL INSPECTION

General Instructions.

All items (12.a. through 12.t.) will be checked on all incoming empty equipment prior to loading. All UNSATISFACTORY conditions must be corrected prior to loading. Items with an asterisk (*) shall be checked on all incoming loaded equipment. Unsatisfactory conditions that would affect the safe off-loading of the equipment must be corrected prior to unloading.

SECTION II *(Continued)*

Item 12.a. Spare Electrical Fuses. Check to ensure that at least one spare fuse for each type of installed fuse is carried on the vehicle as a spare or vehicle is equipped with an overload protection device (circuit breaker). (49 CFR 393.95)

b. Horn Operative. Ensure that horn is securely mounted and of sufficient volume to serve purpose. (49 CFR 393.81)

c. Steering System. The steering wheel shall be secure and must not have any spokes cracked through or missing. The steering column must be securely fastened. Universal joints shall not be worn, faulty or repaired by welding. The steering gear box shall not have loose or missing mounting bolts or cracks in the gear box mounting brackets. The pitman arm on the steering gear output shaft shall not be loose. Steering wheel shall turn freely through the limit of travel in both directions. All components of a power steering system must be in operating condition. No parts shall be loose or broken. Belts shall not be frayed, cracked or slipping. The power steering system shall not be leaking. (49 CFR 396 Appendix G)

d. Windshield/Wipers. Inspect to ensure that windshield is free from breaks, cracks or defects that would make operation of the vehicle unsafe; that the view of the driver is not obscured and that the windshield wipers are operational and wiper blades are in serviceable condition. Defroster must be operative when conditions require. (49 CFR 393.60, 393.78 and 393.79)

e. Mirrors. Every vehicle must be equipped with two rear vision mirrors located so as to reflect to the driver a view of the highway to the rear along both sides of the vehicle. Mirrors shall not be cracked or dirty. (49 CFR 393.80)

f. Warning Equipment. Equipment must include three bidirectional emergency reflective triangles that conform to the requirements of FMVSS No. 125. FLAME PRODUCING DEVICES ARE PROHIBITED. (49 CFR 393.95)

g. Fire Extinguisher. Military vehicles must be equipped with two serviceable fire extinguishers with an Underwriters Laboratories rating of 10 BC or more. (Commercial motor vehicles must be equipped with one serviceable 10 BC Fire Extinguisher). Fire extinguisher(s) must be located so that it is readily accessible for use and securely mounted on the vehicle. The fire extinguisher must be designed, constructed and maintained to permit visual determination of whether it is fully charged. (49 CFR 393.95)

h. Electrical Wiring: Electrical wiring must be clean and properly secured. Insulation must not be frayed, cracked or otherwise in poor condition. There shall be no uninsulated wires, improper splices or connections. Wires and electrical fixtures inside the cargo area must be protected from the lading. (49 CFR 393.28, 393.32, 393.33)

DD FORM 626, SEP 1998 Page 2 of 3 Pages
USAPA V1.00

Figure L-14. DD Form 626, Vehicle Inspection (continued)

INSTRUCTIONS

SECTION II *(Continued)*

i. Lights/Reflectors. (Head, tail, turn signal, brake, clearance, marker and identification lights, Emergency Flashers). Inspect to see that all lighting devices and reflectors required are operable, of proper color and properly mounted. Ensure that lights and reflectors are not obscured by dirt or grease or have broken lenses. High/Low beam switch must be operative. Emergency Flashers must be operative on both the front and rear of vehicle. (49 CFR 393)

j. Fuel System. Inspect fuel tank and lines to ensure that they are in serviceable condition, free from leaks, or evidence of leakage and securely mounted. Ensure that fuel tank filler cap is not missing. Examine cap for defective gasket or plugged vent. Inspect filler necks to see that they are in completely serviceable condition and not leaking at joints. (49 CFR 393.83 and 396 Appendix G)

k. Exhaust System. Exhaust system shall discharge to the atmosphere at a location to the rear of the cab or if the exhaust projects above the cab, at a location near the rear of the cab. Exhaust system shall not be leaking at a point forward of or directly below the driver compartment. No part of the exhaust system shall be located where it will burn, char or damage electrical wiring, fuel system or any other part of the vehicle. No part of the exhaust system shall be temporarily repaired with wrap or patches. (49 CFR 393.83 and 396 Appendix G)

l. Brake System (to include hand brakes, parking brakes and Low Air Warning devices). Check to ensure that brakes are operational and properly adjusted. Check for audible air leaks around air brake components and air lines. Check for fluid leaks, cracked or damaged lines in hydraulic brake systems. Ensure that parking brake is operational and properly adjusted. Low Air Warning devices must be operative. (49 CFR 396 Appendix G)

m. Suspension. Inspect for indications of misaligned, shifted or cracked springs, loosened shackles, missing bolts, spring hangers unsecured at frame and cracked or loose U-bolts. Inspect for any unsecured axle positioning parts, and sign of axle misalignment, broken torsion bar springs (if so equipped). (49 CFR 396 Appendix G)

n. Coupling Devices (Inspect without uncoupling). Fifth Wheels: Inspect for unsecured mounting to frame or any missing or damaged parts. Inspect for any visible space between upper and lower fifth wheel plates. Ensure that the locking jaws are around the shank and not the head of the kingpin. Ensure that the release lever is seated properly and safety latch is engaged. Pintle Hook, Drawbar, Towbar Eye and Tongue and Safety Devices: Inspect for unsecured mounting, cracks, missing or ineffective fasteners (welded repairs to pintle hook is prohibited). Ensure safety devices (chains, hooks, cables) are in serviceable condition and properly attached. (49 CFT 396 Appendix G)

o. Cargo Space. Inspect to ensure that cargo space is clean and free from exposed bolts, nuts, screws, nails or inwardly projecting parts that could damage the lading. Check floor to ensure it is tight and free from holes. Floor shall not be permeated with oil or other substances. (49 CFR 177.815(e)(1) and 398.94)

p. Landing Gear. Inspect to ensure that landing gear and assembly are in serviceable condition, correctly assembled, adequately lubricated and properly mounted.

SECTION II *(Continued)*

q. Tires, Wheels and Rims: Inspect to ensure that tires are properly inflated. Flat or leaking tires are unacceptable. Inspect tires for cuts, bruises, breaks and blisters. Tires with cuts that extend into the cord body are unacceptable. Thread depth shall not be less than: 4/32 inches for tires on a steering axle of a power unit, and 2/32 inches for all other tires. Mixing bias and radial on the steering axle is prohibited. Inspect wheels and rims for cracks, unseated locking rings, broken, loose, damaged or missing lug nuts or elongated stud holes. (49 CFR 396 Appendix G)

r. Tailgate/Doors. Inspect to see that all hinges are tight in body. Check for broken latches and safety chains. Doors must close securely. (49 CFR 177.835(h))

s. Tarpaulin. If shipment is made on open equipment, ensure that lading is properly covered with fire and water resistant tarpaulin. (49 CFR 177.835(h))

t. Other Unsatisfactory Condition. Note any other condition which would prohibit the vehicle from being loaded with hazardous materials.

Item 14. For AA&E and other shipments requiring satellite surveillance, ensure that the Satellite Motor Surveillance System is operable. Shipper will instruct the driver to send a "test" emergency message to DTTS by having the driver activate the "emergency (panic) button". Shipper will contact DTTS at 1-800-826-0794 to verify that test message was received. Message must be received by DTTS for system to be considered operational.

SECTION III - POST LOADING INSPECTION

General Instructions.

All items will be checked prior to the release of loaded equipment. Shipment will not be released until deficiencies are corrected. All items will be checked on incoming loaded equipment. Deficiencies will be reported in accordance with applicable service regulations.

Item 18. Check to ensure shipment is loaded in accordance with 49 CFR Part 177.848 and the applicable Segregation or Compatibility Table of 49 CFR 177.848.

Item 19. Check to ensure the load is secured from movement in accordance with applicable service outload drawings.

Item 20. Check to ensure seal(s) have been applied to closed equipment; fire and water resistant tarpaulin applied on open equipment.

Item 21. Check to ensure each transport vehicle has been properly placarded in accordance with 49 CFR Part 172 Subpart F.

Item 22. Check to ensure operator has been provided shipping papers that comply with 49 CFR Part 172 Subpart C. For shipments transported by Government vehicle, shipping paper will be DD Form 836.

Item 23. Ensure operator(s) sign DD Form 626, are given a copy and understand the hazards associated with the shipment.

Item 24. Applies to Commercial Shipments Only. If shipment is made under DOT Exemption 868, ensure that shipping papers are properly annotated and copy of Exemption 868 is with shipping papers.

DD FORM 626, SEP 1998 Page 3 of 3 Pages
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Figure L-14. DD Form 626, Vehicle Inspection (continued)

MOTOR VEHICLE INSPECTION (TRANSPORTING HAZARDOUS MATERIALS)
(Read Instructions before completing this form.)

This form applies to all vehicles which must be marked or placarded in accordance with Title 49 CFR.

1. GOVERNMENT BILL OF LADING/TRANSPORTATION CONTROL NUMBER

SECTION 1 - DOCUMENTATION	ORIGIN a.	DESTINATION b.
2. CARRIER/GOVERNMENT ORGANIZATION	HHC 1-502	
3. DATE/TIME OF INSPECTION	4 NOV 2000	
4. LOCATION OF INSPECTION	FT HOOD, TX	
5. OPERATOR(S) NAME(S)	SGT SMITH, PFC JONES	
6. OPERATOR(S) LICENSE NUMBER(S)	S5643, J7866	
7. MEDICAL EXAMINER'S CERTIFICATE*	N/A	

8. *(X if satisfactory at origin)*

a. MILITARY HAZMAT ENDORSEMENT	X	d. ERG OR EQUIVALENT COMMERCIAL:	YES	NO	
b. VALID LEASE*		e. DRIVER'S VEHICLE INSPECTION REPORT*			
c. ROUTE PLAN		f. COPY OF 49 CFR PART 397			

9. CVSA DECAL DISPLAYED ON COMMERCIAL EQUIPMENT*

	YES	NO
a. TRUCK/TRACTOR		
b. TRAILER		

SECTION II - MECHANICAL INSPECTION
All items shall be checked on empty equipment prior to loading. Items with an asterisk shall be checked on all incoming loaded equipment.

10. TYPE OF VEHICLE(S): M998, HMMWV

11. VEHICLE NUMBER(S): HQ-4

12. PART INSPECTED *(X as applicable)*	ORIGIN (1) SAT	ORIGIN (1) UNSAT	DESTINATION (2) SAT	DESTINATION (2) UNSAT		ORIGIN (1) SAT	ORIGIN (1) UNSAT	DESTINATION (2) SAT	DESTINATION (2) UNSAT	COMMENTS (3)
a. SPARE ELECTRICAL FUSES					k. EXHAUST SYSTEM	X				
b. HORN OPERATIVE	X				l. BRAKE SYSTEM*	X				
c. STEERING SYSTEM	X				m. SUSPENSION	X				
d. WINDSHIELD/WIPERS	X				n. COUPLING DEVICES					
e. MIRRORS	X				o. CARGO SPACE	X				
f. WARNING EQUIPMENT	X				p. LANDING GEAR*					
g. FIRE EXTINGUISHER*	X				q. TIRES, WHEELS, RIMS	X				
h. ELECTRICAL WIRING	X				r. TAILGATE/DOORS*	X				
i. LIGHTS AND REFLECTORS	X				s. TARPAULIN*	X				
j. FUEL SYSTEM*	X				t. OTHER *(Specify)*					

13. INSPECTION RESULTS *(X one)* ACCEPTED [X] REJECTED [ ]
(If rejected give reason under "Remarks". Equipment will be approved if deficiencies are corrected prior to loading.)

14. SATELLITE MOTOR SURVEILLANCE SYSTEM: *(X one)* ACCEPTED [ ] REJECTED [ ]

15. REMARKS

16. INSPECTOR SIGNATURE *(Origin)*

17. INSPECTOR SIGNATURE *(Destination)*

SECTION III - POST LOADING INSPECTION
This section applies to Commercial and Government/Military vehicles. All items will be checked prior to release of loaded equipment and shall be checked on all incoming loaded equipment.

	ORIGIN (1) SAT	ORIGIN (1) UNSAT	DESTINATION (2) SAT	DESTINATION (2) UNSAT	COMMENTS (3)
18. LOADED IAW APPLICABLE SEGREGATION/COMPATIBILITY TABLE OF 49 CFR	✓				
19. LOAD PROPERLY SECURED TO PREVENT MOVEMENT	✓				
20. SEALS APPLIED TO CLOSED VEHICLE; TARPAULIN APPLIED ON OPEN EQUIPMENT	✓				
21. PROPER PLACARDS APPLIED	✓				
22. SHIPPING PAPERS/DD FORM 836 FOR GOVERNMENT VEHICLE SHIPMENTS	✓				
23. COPY OF DD FORM 626 FOR DRIVER	✓				
24. SHIPPED UNDER DOT EXEMPTION 868	✓				

25. INSPECTOR SIGNATURE *(Origin)*

26. DRIVER(S) SIGNATURE *(Origin)*

27. INSPECTOR SIGNATURE *(Destination)*

28. DRIVER(S) SIGNATURE *(Destination)*

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USAPA V1.00

Sample

Figure L-15. FHT Form 700-X4, AHA Vehicle Inspection

AHA VEHICLE INSPECTION

1. Unit/Organization:	2. Vehicle Bumper #:	3. Control #:

4. Vehicle/Conex Location:	7a. Date/Time In: Date Due Out:
5. Unit Point of Contact: Telephone #:	7b. Date of First Extension: New Date Due Out:
6. Conex Seal #:	7c. CAMO Extension:

8. AMMUNITION HOLDING AREA JOINT INVENTORY OF VEHICLE

DODIC	CLASS	MIX #	LOT NUMBER	QTY IN	QTY OUT

sample

9. Items listed above were present on vehicle at time of this inventory.

Unit Representative		
	(In) Print/Sign Above	(Out) Print/Sign Above
AHA Representative		
	(In) Print/Sign Above	(Out) Print/Sign Above

FHT FORM NOV 98 700-X4 (COSCOM) REPLACES FH FORM 802 (DEC 84) WHICH IS OBSOLETE

Figure L-15. FHT Form 700-X4, AHA Vehicle Inspection (continued)

AMMUNITION HOLDING AREA CHECKLIST

SECTION I

Ammunition loaded vehicles will not be accepted into the AHA unless items 1 through 10 in this section are checked 'YES' (If the question does not apply check 'YES').

	YES	NO
1. Has the unit provided a completed DD Form 626 signed by a unit representative indicating the vehicle has been inspected IAW the DD Form 626, and has the vehicle been spot inspected by the AHA Representative for compliance with the DD Form 626?		
2. Is the ammunition stowed for transport on the vehicle IAW Fort Hood Pamphlet 700-15 and current vehicle load drawings?		
3. Are all ammunition items packed in wooden boxes, metal containers or original manufacturer's package (except separate loading projectiles) and are all containers sealed?		
4. Has a joint inventory been conducted?		
5. Is the ammunition load compatible?		
6. Have correct explosive placards been securely affixed to all four sides of the vehicle or the conex if required?		
7. Have all ammunition (DODICS) on the sensitive items list been secured in a conex?		
8. Has a lock and seal been provided when ammunition is stored in a conex?		
9. Has the vehicle/trailer been chocked to prevent movement and has the parking brake been set?		
10. Is the ammunition covered with a tarpaulin?		

sample

SECTION II

All questions in this section must be answered 'YES' prior to releasing a vehicle hauling ammunition from the AHA, (check 'YES' if the question does not apply).

	YES	NO
11. Has the unit provided a completed DD Form 626 signed by a unit representative indicating the vehicle has been inspected IAW the DD Form 626, and has the vehicle been spot inspected by the AHA Representative for compliance with the DD Form 626?		
12. Is ammunition stowed for transport on the vehicle IAW Fort Hood Pamphlet 700-15 and current load drawings?		
13. Has a joint inventory been conducted?		
14. Have current explosive placards been securely affixed to all four sides of the vehicle if required, are 2-10 BC Fire Extinguishers on the vehicle and is the ammunition load compatible?		

Figure L-16. Instructions for DA Form 3020-R, Magazine Data Card

(1) DODIC: Enter DOD Identification Code (DODIC)
(2) NSN: Enter National Stock Number.
(3) Lot No: Enter Lot No of munition.
(4) Location: Enter storage site or structure identity.
(5) Description: Enter nomenclature of item to include model number. A though E Local use (such as grid, CIIC, QD, SCG, or color code the blocks to indicate unit, truck, platoon, etc, for upload of UBL).
(6) Date: Enter the date in DD MM YY format that an activity occurs.
(7) Document Number: Document number causing the activity to take place.
(8) Action/Purpose: Reason for the activity. Entry should be short and informative, i.e., issued to (organization), receipt from (organization), moved to or moved from another storage location, inventory and type, adjustment, test (and organization), etc.
(9) Quantity: Exact quantity of the transaction in the appropriate block: (a) Gain.
(b) Loss.
(10) Balance: Add or subtract the quantity for that activity and enter into the balance column. Verify that the quantity entered in the balance column agrees with what is actually on hand.
(11) Printed Name: Print first, middle initial and last name of individual performing the activity.

Note.
1. Complete Instructions. Make all entries neat, legible, and with a ballpoint pen. Do not use felt tip pens or pencils. Make all entries at the time of the activity.
2. Protection--If MDCs deteriorate as a result of climatic conditions, or the actions of rodents or insects, etc., place the forms in plastic envelopes (or a substitute) to prevent deterioration. The GSA catalog contains items in the 7510 class that may be used for the purpose. An example is Envelope, Transparent, NSN 7510-00-272-9804. This item is made of plastic, has bound edges and metal eyelets for hanging.

Figure L-16. DA Form 3020-R, Ammunition Data Card (continued)

1. DODIC	2. NSN	3. LOT NO.	4. LOCATION	B.	D.
A059	1305-01-082-5459	LC-98A010-003	8013		
5. DESCRIPTION			A.	C.	E.
CTG 5.56MM BALL					

6. DATE	7. DOCUMENT NO.	8. ACTION/PURPOSE	9. QUANTITY A. GAIN	9. QUANTITY B. LOSS	10. BALANCE	11. PRINTED NAME
5 JAN 00	W81RTR-0001-0500	Issued from ASP	10,080		10,080	Jones
6 JAN 00	W81RTR-0005-5000	Issued to C Company		5,040	5,040	Turner
7 JAN 00		Inventory			5,040	Jones

sample

DA FORM 3020-R, AUG 89 **MAGAZINE DATA CARD**

For use of this form, see DA PAM 710-2-1; the proponent agency is DCSLOG

Continued on Reverse

PREVIOUS EDITION IS OBSOLETE

USAPPC V1.01

Figure L-17. DD Form 836, Special Instructions for Motor Vehicle Drivers

HAZMAT INST//HAZMAT INST//HAZMAT INST//HAZMAT INST

INSTRUCTIONS FOR COMPLETING DD FORM 836,
DANGEROUS GOODS SHIPPING PAPER/DECLARATION AND EMERGENCY RESPONSE INFORMATION
FOR HAZARDOUS MATERIALS TRANSPORTED BY GOVERNMENT VEHICLES/CONTAINERS OR VESSEL

GENERAL

DD Form 836 shall be completed by a **qualified*** individual from a transportation office, unit or other organization offering hazardous material (HAZMAT) for transportation in areas accessible to the general public.

*An individual is considered qualified to complete and sign (certify) DD Form 836, only after having satisfactorily completed either a DoD authorized HAZMAT Course from one of the DoD-approved schools listed in the Defense Transportation Regulation (DTR) or technical specialist training in accordance with DTR, Part II, Chapter 204, Para (e). This person shall be appointed in writing by the activity or unit commander, to include scope of authority.

Item 1. Fill in the nomenclature, model number, TCN, and bumper number/serial number, of the vehicle/container. For containers carrying sensitive or classified items, the container security seal is required.

Item 2. Enter the shipper's address and telephone number of the HAZMAT origination. Telephone number is for **NOTIFICATION PURPOSES ONLY.** Emergency assistance shall be obtained from the appropriate **24 HOUR EMERGENCY ASSISTANCE TELEPHONE NUMBER(S)** in Item 11c. on the first page of this form.

Item 3. Enter the place/date the HAZMAT was certified (e.g., C, Company 66 Armor Motor Pool, Fort Myer, VA 1 Sep 2000).

Item 4. Enter the date the HAZMAT will move.

Item 5. Enter the page number and total number of pages of this form for the vehicle/container carrying the HAZMAT. Example: "Page 1 of 4 Pages". If there are no continuation sheets, annotate "Page 1 of 1".

Item 6a. Enter the proper shipping name of the HAZMAT and if applicable include the technical name. (Enter additional information as required by 49 CFR, 172.203 - Example: RQ, Inhalation Hazard or by the IMDG Code General Introduction 9.3 - Example: Flashpoint.)

Item 6b. Enter the Hazard class/division and, if applicable, the Compatibility Group.

Item 6c. Enter the identification numbers (e.g., NA, UN). The letters "UN" or "NA" must be noted. "NA" may not be used for OCONUS.

Item 6d. Enter the packing group (e.g. I, II, or III) of the HAZMAT.

Item 6e. Enter the total number of packages/items.

Item 6f. Enter the type of packaging (e.g., container, box, drum, pallet), the HAZMAT is packed in.

Item 6g. Enter the total net quantity for non-explosive material in metric measure. U.S. measure may be added in parentheses underneath the metric measure. For vessel shipments, add the total gross mass in metric measure.

Item 6h. Enter total Net Explosive Weight (NEW) in kilograms for ammunition/ explosive (Class 1 items). NEW information is found in the Joint Hazard Classification System (JHCS) in the entry for the NEW (Transportation Quantity). Example: 27.231 kg NEW.

Item 7. To be completed by Port Personnel. Enter the name of Port the HAZMAT is being discharged (e.g., Port of Damman, Saudi Arabia) for OCONUS only.

Item 8. To be completed by Port Personnel. Enter the name of the ship used (e.g., USS Watson) and Voyage number for OCONUS only.

Item 9. Enter the six digit Department of Defense Activity Address Codes (DODAAC) and/or the clear geographical location of the ultimate receiver or consignee of the HAZMAT shipment. If this is a unit move, the unit name will be the same as that for Item 2.) Additional information if needed can be annotated in Item 10 or the continuation of Item 10.

Item 10. Additional handling instructions/information.

Item 11. Self explanatory.
NOTE: For Radioactive Material Shipments only: Cross out the non-applicable numbers (e.g. Army shipments - cross out all but Army's radioactive response number.)

Item 12. To be completed by person responsible for packing the vehicle or container. Certifying person must type or print name legibly in 12a. and must sign in writing (longhand) in 12b.

Item 13. Certifying person must type or print name legibly in 13a. and must sign in writing (longhand) in 13b. 13c. - Self explanatory.

Item 14. For CONUS movements: (X) 49 CFR
For OCONUS movements: (X) 49 CFR and (X) IMDG

NOTES:
1. Units returning from firing range must have a certified or qualified person to ensure that all HAZMAT is properly repackaged and secured (i.e. braced, blocked, and tied down) prior to being transported back to base. **See exception below.**

2. Completion of a new DD Form 836 is not required. Original DD Form 836 may be used provided that:

a. Change Item 3. (Date Prepared) and Item 4. (Date of Travel) as needed.

b. Change Item 6. (Cargo):
(i) HAZMAT used shall be deleted from form by crossing out or lining through.
(ii) HAZMAT which remains, but is in different quantities shall have the correct amounts entered in the appropriate section(s).

EXCEPTION:
c. Change Item 13b.:
(i) A qualified individual (if available) shall sign in writing (longhand). If a qualified individual is not available, then the Officer-In-Charge (OIC) or Non-Commissioned Officer-In-Charge (NCOIC) shall sign in writing (longhand) to verify that the above procedures have been performed for the return trip to base.
(ii) Cross out original signature if different certifier will be used.

DD FORM 836 INSTRUCTIONS, MAY 2000 PREVIOUS EDITION IS OBSOLETE.

HAZMAT INST//HAZMAT INST//HAZMAT INST//HAZMAT INST

Figure L-17. DD Form 836, Special Instructions for Motor Vehicle Drivers (continued)

HAZMAT//HAZMAT//HAZMAT//HAZMAT//HAZMAT//HAZMAT

1.a. NOMENCLATURE: c. CONTAINER SEAL NO.: e. TCN NUMBER:
b. MODEL NO.: d. SERIAL NO.: f. BUMPER NO.

DANGEROUS GOODS SHIPPING PAPER/DECLARATION AND EMERGENCY RESPONSE INFORMATION FOR HAZARDOUS MATERIALS TRANSPORTED BY GOVERNMENT VEHICLES/CONTAINERS OR VESSEL

2. SHIPPER/ADDRESS/TELEPHONE NO.	3. LOCATION AND DATE SHIPMENT PREPARED	4. DATE OF TRAVEL	5. PAGE 1 OF ____ PAGES

6. CARGO *(To be completed by the unit or shipper Transportation Office (T.O.))*

PROPER SHIPPING NAME *(Include RQ, Technical Names, Additional Information per 49 CFR172.203, as required.)* a.	HAZARD CLASS/ DIVISION b.	UN/ID NUMBER c.	PACKING GROUP d.	PACKAGES NUMBER e.	PACKAGES KIND f.	NET TOTAL QUANTITY & GROSS WT. *(kg)* g.	TOTAL AMMO (NEW) h.

Sample

(Port personnel complete Items 7 and 8.)

7. PORT OF EMBARKATION *(OCONUS only)*	8a. SHIP NAME *(OCONUS only)*	b. VOYAGE NUMBER

9. CONSIGNEE

10. REMARKS

11a. COPY OF EMERGENCY GUIDE NUMBER(S) _____ ATTACHED *(See back of this form.)*

b. EMERGENCY NOTIFICATION. In all cases of accident, breakdown or fire, prompt notification must be given to shipper as noted in Item 2.

c. 24-HOUR EMERGENCY ASSISTANCE TELEPHONE NUMBERS:

DOD NON-EXPLOSIVE HAZMAT: 1-800-851-8061 AT SEA: 804-279-3131 (COLLECT)	DOD HAZ CLASS 1 (EXPLOSIVES) ONLY: 703-697-0218/0219 (COLLECT) (WATCH OFFICER)	SAFE HAVEN: 1-800-524-0331 NATIONAL RESPONSE CENTER (NRC): 1-800-424-8802 AT SEA: 202-267-2675 (COLLECT)	DOD RADIOACTIVE MATERIALS: ARMY: (703) 697-0218 (COLLECT) USAF: (202) 767-4011 USN/MC: (757) 887-4692/ 1-888/528-0148 DLA: (717) 770-5283

12. CONTAINER PACKING CERTIFICATE OR VEHICLE PACKING DECLARATION

It is hereby declared that the goods described above have been packed/loaded into the container/vehicle identified above in accordance with applicable provisions. *(Must be completed and signed for all container/vehicle loads by person responsible for packing/loading.)*

☐ CONTAINER NO. _____ ☐ VEHICLE NO. _____

a. TYPE OR PRINT NAME	b. SIGNATURE	c. DATE *(YYYYMMDD)*

13. SHIPPER'S CERTIFICATION

This is to certify that the above named materials are properly classified, described, packaged, marked and labeled, and are in proper condition for transportation according to the applicable regulations of the Department of Transportation, international and national governmental regulations.

a. TYPE OR PRINT NAME OF SHIPPER CERTIFIER	c. SIGNATURE(S) OF VEHICLE OPERATOR(S)
b. SIGNATURE OF SHIPPER CERTIFIER	

14. *(X as appropriate)* PREPARED IN ACCORDANCE WITH: ☐ 49 CFR ☐ IMDGC

DD FORM 836, MAY 2000 PREVIOUS EDITION IS OBSOLETE.

This form meets the requirements of SOLAS 74 Chapter VII, Regulation 5: MARPOL 73/78 Annex III, Regulation 4 and IMDG Code, General Introduction, Section 9.

HAZMAT//HAZMAT//HAZMAT//HAZMAT//HAZMAT//HAZMAT

Figure L-17. DD Form 836, Special Instructions for Motor Vehicle Drivers (continued)

HAZMAT EMERGENCY RESPONSE INFO

EMERGENCY RESPONSE INFORMATION

Guide Numbers 112 and 114 from the U.S. Department of Transportation North American Emergency Response Guide Book (RSPA P 5800.7) are reproduced hereon. These guides are applicable to Hazard Class 1 Materials (Explosives).

Mark an X in the appropriate box:

☐ **USE GUIDE 112 FOR EXPLOSIVES: (1.1), (1.2), (1.3), (1.5) or (1.6) Class A or B**

☐ **USE GUIDE 114 FOR EXPLOSIVES: (1.4) Class C**

For all other hazardous materials or substances, annotate appropriate Emergency Response Guide Book Guide Number in the block below, and attach a copy of the guide number page or pages.

GUIDE 112

POTENTIAL HAZARDS

FIRE OR EXPLOSION:

MAY EXPLODE AND THROW FRAGMENTS 1600 METERS (1 MILE) OR MORE IF FIRE REACHES CARGO.

HEALTH HAZARDS:

- Fire may produce irritating, corrosive and/or toxic gases.

PUBLIC SAFETY:

CALL CHEMTREC AT 1-800-424-9300.

- Isolate spill or leak area immediately for at least 500 meters (1/3 mile) in all directions. Move people out of line of sight of the scene and away from windows.
- Keep unauthorized personnel away and stay upwind.
- Ventilate closed spaces before entering.

PROTECTIVE CLOTHING:

- Wear positive pressure self-contained breathing apparatus (SCBA). Structural firefighters' protective clothing will only provide limited protection.

EVACUATION:

LARGE SPILL

- Consider initial evacuation for 800 meters (1/2 mile) in all directions.

FIRE

- If rail car or trailer is involved in a fire and heavily encased explosives such as bombs or artillery projectiles are suspected, ISOLATE for 1600 meters (1 mile) in all directions; also, initiate evacuation including emergency responders for 1600 meters (1 mile) in all directions.
- When heavily encased explosives are involved, evacuate the area for 800 meters (1/2 mile) in all directions.

EMERGENCY RESPONSE:

FIRE:

CARGO Fires: DO NOT FIGHT FIRE WHEN IT REACHES CARGO! CARGO MAY EXPLODE!

- Stop all traffic and clear the area for at least 1600 meters (1 mile) in all directions and let burn. Do not move cargo or vehicle if cargo has been exposed to heat.

TIRE or VEHICLE Fires:

- **Use plenty of water - FLOOD it!** If water is not available, useCO_2, dry chemical or dirt. If possible, and WITHOUT RISK, use unmanned hose holders or monitor nozzles from maximum distance to prevent fire from spreading to cargo area.
- Pay special attention to tire fires as re-ignition may occur. Stand by with extinguisher ready.

SPILL OR LEAK:

- ELIMINATE all ignition sources (no smoking, flares, sparks or flames in immediate area).
- All equipment used when handling the product must be grounded. Do not touch or walk through spilled material.
- **DO NOT OPERATE RADIO TRANSMITTERS WITHIN 100 METERS (330 feet) OF ELECTRIC DETONATORS.**
- **DO NOT CLEAN UP OR DISPOSE OF, EXCEPT UNDER SUPERVISION OF A SPECIALIST.**

FIRST AID:

- SEE GUIDE 114 FOR INSTRUCTIONS.

GUIDE 114

POTENTIAL HAZARDS

FIRE OR EXPLOSION:

MAY EXPLODE AND THROW FRAGMENTS 500 METERS (1/3 MILE) OR MORE IF FIRE REACHES CARGO.

HEALTH HAZARDS:

- Fire may produce irritating, corrosive and/or toxic gases.

PUBLIC SAFETY:

CALL Emergency Response Telephone Number on Shipping Paper first. If Shipping Paper not available or no answer,

CALL CHEMTREC AT 1-800-424-9300.

- Isolate spill or leak area immediately for at least 100 meters (330 feet) in all directions. Move people out of line of sight of the scene and away from windows.
- Keep unauthorized personnel away and stay upwind.
- Ventilate closed spaces before entering.

PROTECTIVE CLOTHING:

- Wear positive pressure self-contained breathing apparatus (SCBA). Structural firefighters' protective clothing will only provide limited protection.

EVACUATION:

LARGE SPILL

- Consider initial evacuation for 250 meters (800 feet) in all directions.

FIRE

- If rail car or trailer is involved in a fire, ISOLATE for 500 meters (1/3 mile) in all directions; also, initiate evacuation including emergency responders for 500 meters (1/3 mile) in all directions.

CARGO Fires: DO NOT FIGHT FIRE WHEN IT REACHES CARGO! CARGO MAY EXPLODE!

- Stop all traffic and clear the area for at least 500 meters (1/3 mile) in all directions and let burn. Do not move cargo or vehicle if cargo has been exposed to heat.

TIRE or VEHICLE Fires:

- **Use plenty of water - FLOOD it!** If water is not available, use CO_2, dry chemical or dirt. If possible, and WITHOUT RISK, use unmanned hose holders or monitor nozzles from maximum distance to prevent fire from spreading to cargo area.
- Pay special attention to tire fires as re-ignition may occur. Stand by with extinguisher ready.

SPILL OR LEAK:

- ELIMINATE all ignition sources (no smoking, flares, sparks or flames in immediate area).
- All equipment used when handling the product must be grounded. Do not touch or walk through spilled material.
- **DO NOT OPERATE RADIO TRANSMITTERS WITHIN 100 METERS (330 feet) OF ELECTRIC DETONATORS.**
- **DO NOT CLEAN UP OR DISPOSE OF, EXCEPT UNDER SUPERVISION OF A SPECIALIST.**

FIRST AID:

- Move victim to fresh air. Call emergency medical care.
- Apply CPR if victim is not breathing.
- Administer oxygen if necessary.
- Remove and isolate contaminated clothing and shoes.
- Flush skin or eyes with running water for at least 20 minutes.
- Ensure that medical personnel are aware of the materials involved, and take precautions to protect themselves.

SUPPLEMENTAL INFORMATION:

Packages bearing the 1.4S label contain explosive substances or articles that are designed or packaged in such a manner that when involved in a fire, may burn vigorously with localized detonations and projection of fragments. Effects are usually confined to immediate vicinity of packages.

If fire threatens cargo area containing packages bearing the 1.4S label, consider initial isolation of at least 15 meters (50 feet) in all directions. Fight fire with normal precaution from a distance.

DD FORM 836 (BACK), MAY 2000

HAZMAT EMERGENCY RESPONSE INFO

Figure L-18. Reportable rates

Type of ammunition	Reportable Malfunction rate in percent	Minimum Number (1)
High-explosive, target-practice, and chemical ammunition with all types of fuses:		
Duds	5	2
Misfires	1	2
HEAT and HEP ammunition:		
Duds and failure to penetrate	5	2
Misfires	1	2
AP type:		
Failure to penetrate or poor performance	5	2
Misfires	1	2
Anti-personnel rounds:		
Failure to function	5	2
Misfires	1	2
Rockets:		
Duds and poor performance	5	2
Misfires	1	2
Guided Missiles:		
Duds	N/A	1
Misfires	N/A	1
Mines, grenades:		
Duds	5	2
Pyrotechnics (flares, signals, and so forth):		
Duds or poor performance	10	2
Illuminating shells:		
Failure to illuminate	15	2
Misfires	1	2
Bombs:		
Duds	5	4
Small arms (through .50 caliber):		
Misfires	0.1	4
Exception to the above:		
Artillery with fuses set DELAY-duds	15	5
Burning-type grenades-duds	20	5
Failure to trace (20-mm and above)	20	5
Failure to self-destroy (if applicable)	10	5
Flare, surface, trip M49 series-duds	10	2
Projectile, 155-mm; illuminating, M118 series-duds	20	4
Simulator, booby trap, illuminating, M188-duds	10	2
Ammunition, 20-mm duds, 150 rounds	3	5

Notes:
1. Minimum number of dud or misfire malfunctions that are required to be reported for the reportable percent defect rate listed.

Figure L-19. Suspect truck holding area (STHA) map

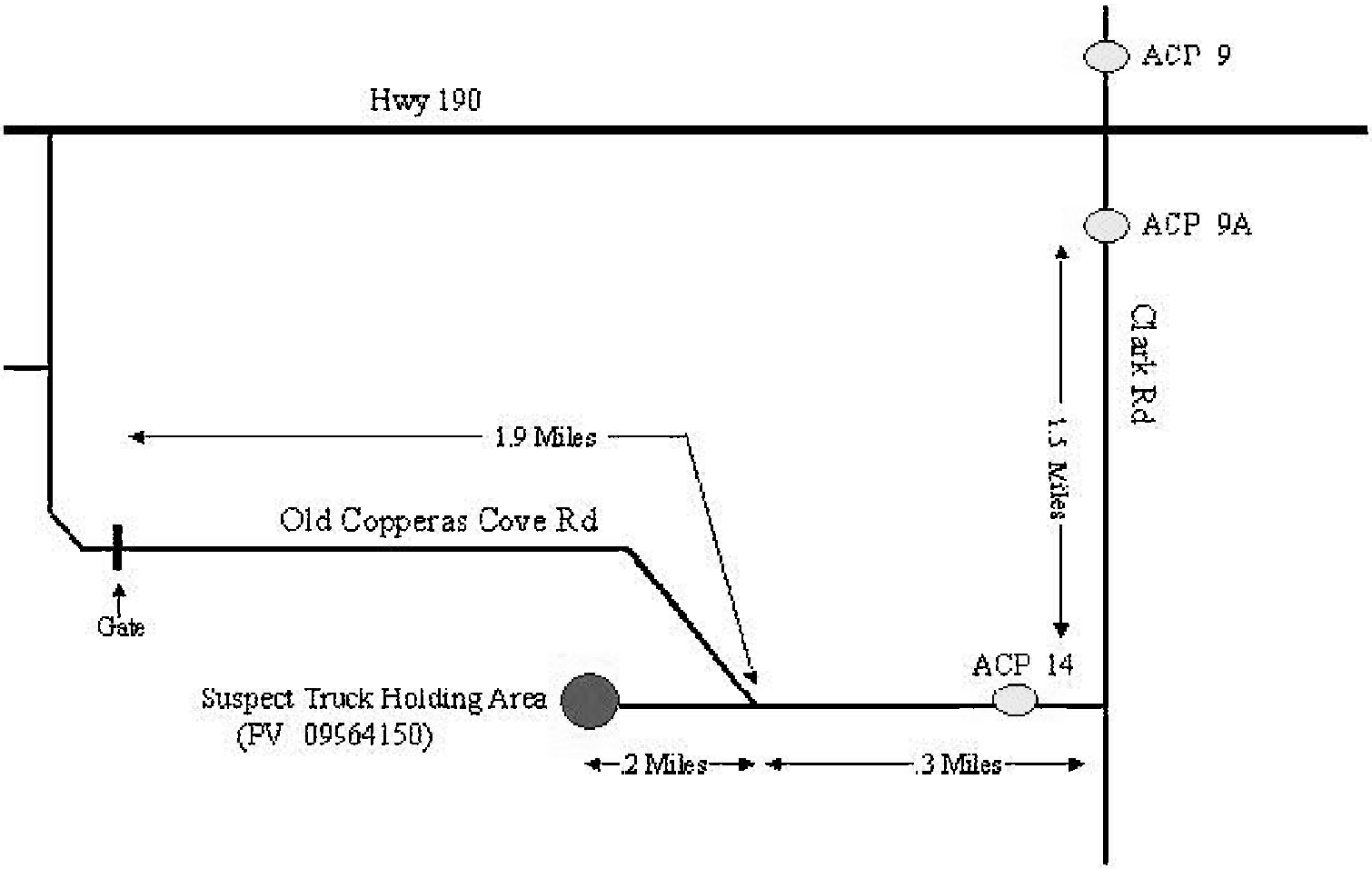
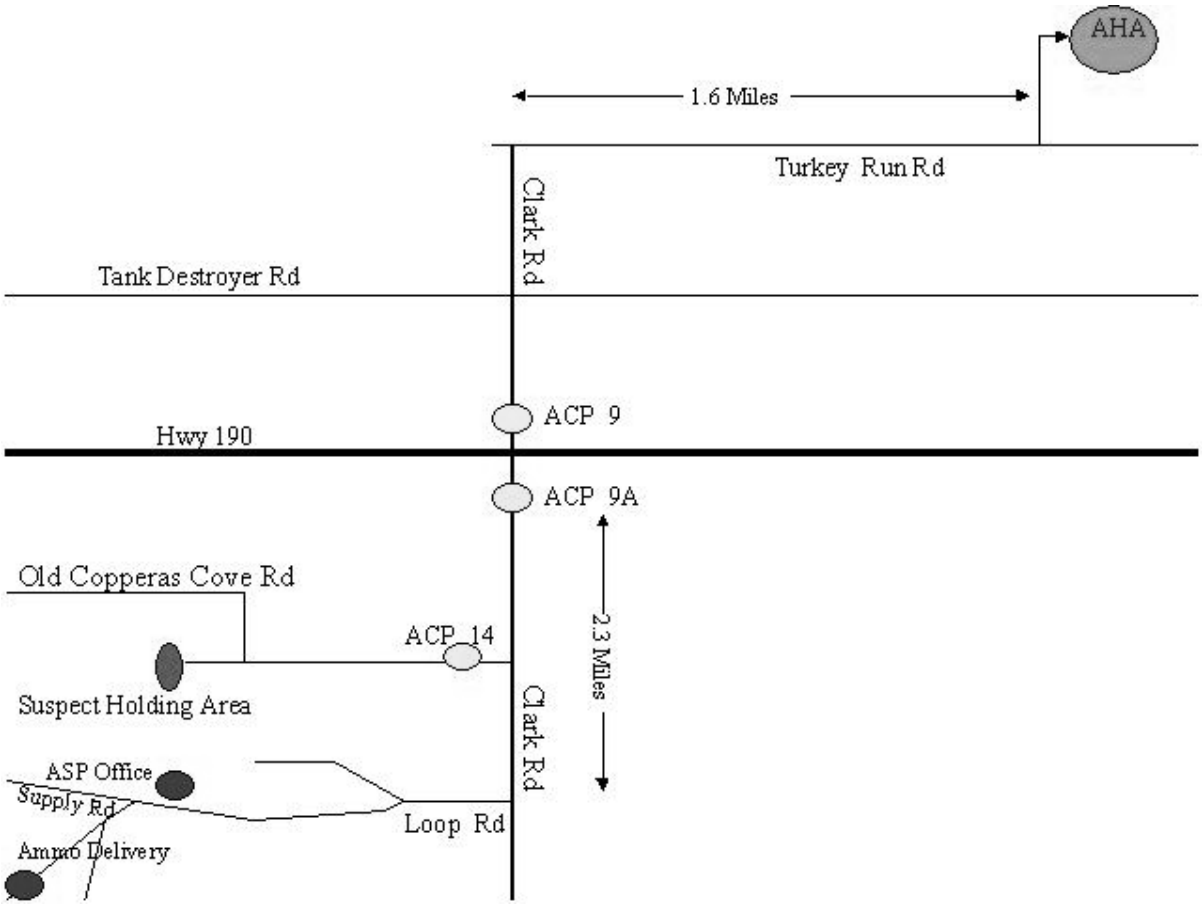


Figure L-20. Ammunition holding area (AHA) map



Glossary

Section I. Abbreviations

AA&E
Arms, Ammunition and Explosives

ABL
Ammunition Basic Load

ADS
Automated Data System

AFOP
Ammunition Found on Post

AG
Adjutant General

AHA
Ammunition Holding Area

AMDEF
Army Master Data File

AMM
Anti-Missile Missile

AP
Armor Piercing

APERS
Anti-Personnel

APT
Armor Piercing Tracer

AR
Army Regulation

ARCOM
United States Army Reserve Command

ARNG
Army National Guard

ARTEP
Army Training and Evaluation Program

ASL
Authorized Stockage List

ASO
Ammunition Surveillance Office

ASP
Ammunition Supply Point

ASW
Ammunition Surveillance Workshop

BAO
Brigade Ammunition Officer

BATS
Ballistics Aerial Targets System

B:C
Fire Extinguisher Classification

BTL
Bottle

CADs
Cartridge Actuated Devices

CIIC
Controlled Inventory Item Code

COC
Combat Operations Center

CONEX
Container Express

COSCOM
Corps Support Command

CRSI
Combat Readiness Special Inspection

CS
Tactical Riot Control Agent

CSR
Controlled Supply Rate

CTA
Common Table of Allowances

DAO
Division Ammunition Officer

DHR
Directorate of Human Resources

DISCOM
Division Support Command

DOD
Department of Defense

DODAC
Department of Defense Ammunition Code

DODIC
Department of Defense Identification Code

DOT
Department of Transportation

DPT
Deputy Plans and Training

DRC
Director Reserve Component

EDRE
Emergency Deployment Readiness Exercise

EOD
Explosive Ordnance Disposal

FM
Field Manual

FORSCOM
Forces Command

FSC
Federal Supply Classifications

FTX
Field Training Exercise

HMMWV
High Mobility Multipurpose Wheeled Vehicle

ITAM
Installation Training Ammunition Manager

LAO
Logistics Assistance Office

LAW
Light Antitank Weapon

MACOM
Major Army Command

MHE
Material Handling Equipment

MOS
Military Occupational Specialty

MSC
Major Subordinate Command

MTOE
Modification Table of Organization and Equipment

NCOIC
Non-commissioned Officer in Charge

NICP
National Inventory Control Point

NSN
National Stock Number

NTC
National Training Center

OIC
Officer in Charge

OPLAN
Operation Plan

PADs
Propellant Actuated Devices

PLL
Prescribed Load List

QASAS
Quality Assurance Specialist, Ammunition Surveillance

ROTC
Reserve Officer Training

SAAS-MOD
Standard Army Ammunition System – Modernized

SDO
Staff Duty Officer

TACCS
Tactical Army Combat Service Support

TAMIS-R
Training Ammunition Management Information System - Redesigned

TAMS
Training Ammunition Management System

TB
Technical Bulletin

TDA
Table of Distribution and Allowances

TEXCOM
Test and Experimentation Command

TM
Technical Manual

TOW
Tube-launched, Optically tracked, Wire-guided

TXNG
Texas National Guard

UBL
Unit Basic Load

USAR
United States Army Reserve

USMC
United States Marine Corps

USPFO
United States Property and Fiscal Officer

WARS
World Wide Ammunition Reporting System

4TH CMMC
Corps Ammunition Management Office

Section II. Terms

Accountability
Obligation of an individual officially designated to account for property according to a prescribed system showing authorized debits, credits, and available balances. The property does not have to be in their possession. Responsible officers have an accountability responsibility also.

AFOP/Amnesty
AFOP is ammunition or explosive items or residue abandoned at a training or cantonment area not belonging to the finding unit/element that should be turned in to the ASP with no questions asked and no paperwork required. Amnesty ammunition or residue is a small quantity of ammunition/explosives/residue turned in to the chain of command after the unit/element has reconciled and closed out the ammunition issue document.

Allocation
A release of a CALS item that is in short supply and managed intensively worldwide.

Ammunition and Explosives
Includes, but is not necessarily limited to all items of ammunition; chemical propellants, liquid and solid; high and low explosives; guided missiles; warheads; devices; signals; components thereof,

including chemical agent fillers; and substances associated therewith presenting real or potential hazards to life and/or property.

Authorization
An annual amount of ammunition a unit is allowed to expend.

Chemical Agent
A solid, liquid or gas, which, through its chemical properties, produces lethal or toxic effects on humans or animals. Excluded from chemical agents are fillers consisting of riot control agents, chemical herbicides, smokes and flame producing items, and individual disassociated components of chemical agent ammunition.

Compatibility
Ammunition of explosives are considered compatible if they may be stored or transported together without significantly increasing either the probability of an accident or, for a given quantity, the magnitude of the effects of such as accident. Refer to DA Pam 385-64.

Component
Any part of a complete item of ammunition.

Cook-off
Round of ammunition fired as a result of overheating.

DAO/Equivalent (Division Ammunition Office)
The single point of contact dealing with ammunition matters for the command.

DODIC
Department of Defense Identification Code – A suffix added to the DODAC (i.e., A071).

DUD
Munitions which was not armed as intended or which has failed to function after being armed.

Emergency Issue
An issue of ammunition of the following type: (a) Contingency stock issue; (b) Replacement of ammunition in the hands of units that has been suspended.

Forecast
Ammunition required by MSCs for training on a monthly basis. (This requirement is submitted through the S-3/G-3 channels.)

Hang-fire
See Malfunction.

Inert
Ammunition containing no explosives or chemical agents.

Magazine
Any building or structure except an operating building used for storage of ammunition, explosives, or loaded ammunition components. Includes such facilities as an aboveground magazine, igloo-type magazine, railroad car, motor truck, temporary shelter, or an open storage site.

Malfunctions
Failure of item to function according to its expected performance or functioning of the explosive components during a non-functional test. A critical malfunction is one, which may cause a hazard under the circumstances described above. For purpose of clarity, malfunctions do not include accidents and incidents resulting from negligence, malpractice or implementation in such situations as vehicle accidents, fires, etc. However, malfunctions do include abnormal or premature function of explosive ammunition during normal handling, maintenance, storage, transportation, and tactical performance. Malfunctions include cook-off, hang-fire, etc.

Misfire
A misfire is a failure of a round to fire after initiating action is taken. The failure may be due to a faulty firing mechanism or a faulty element in the propelling charge explosive train.

Munitions
Supplies and equipment needed by the military service for direct military purpose.

Net Explosive Weight (New)
The total quantity of explosive material or high explosive equivalency in each item or round to be used when applying quantity distance criteria or other standards.

Operating Building
Any structure except a magazine in which operations pertaining to manufacturing, processing, handling, loading, or assembling of ammunition and explosives are performed.

Residue
Includes wooden and metal boxes, packaging material, brass, links, clips, bandoleers, metal or fiber containers, lifting plugs, or other non-explosive items remaining after ammunition has been fired.

Responsibility
Obligation of an individual to take care of certain property entrusted to him. It rises from possession of property or from the obligation of command or supervision of others who have possession.

Riot Control Agent
A chemical that produces temporary irritating or disabling effects when in contact with the eyes, or when inhaled.

Storage Compatibility
A relationship between different items of ammunition explosives and other dangerous material whose characteristics are such that a quantity of two or more of the items stored or transported is no more hazardous than a comparable quantity of any one of the items stored alone.

Waiver
Written authority from a theater commander permitting deviation from a mandatory rule for a limited time pending correction of the condition or written authority from an installation commander permitting deviation from an advisory provision. The latter type local waivers are also granted for specific periods of time.