

11 January 2010

Inspection of Supplies and Equipment

INSPECTION OF AMMUNITION FOR COMBAT LOAD AND
MISCELLANEOUS ACTIVITIES

***This regulation supersedes Eighth United States Army Regulation 742-2, 5 November 2002.**

FOR THE COMMANDER:

LEWIS F. SETLIFF III
Colonel, GS
Chief of Staff

OFFICIAL:



GARRIE BARNES
Chief, Publications and
Records Management

Summary. To establish policy and procedures for the Ammunition Combat Load (CL) Inspection and technical assistance visit requirements of SB 742-1.

Applicability. This regulation is applicable to all 8th Army major subordinate commands (MSC), assigned units, tenant activities, and other activities having units which maintain ammunition for Combat Load (CL) or ammunition for operational or miscellaneous activities (AMA). This regulation does not apply to training ammunition except as specifically defined.

Forms. AK forms are available at http://8tharmy.korea.army.mil/g1_ag/.

Supplementation. Supplementation of this regulation and issuance of command and local forms by subordinate command is prohibited unless prior approval is obtained from HQ 8th Army G-4, (EAGD-PSS), Unit # 15236, APO AP 96205-5236.

Internal Control Provisions. This regulation does not contain Management Control Checklists.

Records Management. Records created as a result of processes prescribed by this regulation must be identified, maintained, and disposed of according to AR 25-400-2. Record titles and descriptions are available on the Army Records Information Management System (ARIMS) website at <https://www.arims.army.mil>.

Suggested Improvements. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) to the Commander, 8th Army G-4, (EAGD-PSS), Unit #15236, APO AP 96205-5236.

Distribution. Electronic Media Only (EMO).

CONTENTS

Chapter 1

Introduction, page 1

- 1-1. Purpose
- 1-2. References
- 1-3. Explanation of Abbreviations and Terms
- 1-4. Background

Chapter 2

Responsibilities, page 1

- 2-1. 8th Army
- 2-2. 19th Sustainment Command (Expeditionary) (ESC)
- 2-3. Major Subordinate Commands (MSCs)
- 2-4. Units

Chapter 3

Policy and Procedures, page 4

- 3-1. Sustainment Command (Expeditionary) (ESC)
- 3-2. Ordnance Company
- 3-3. Cartridge/Propellant Actuated Devices (CADS/PADS)
- 3-4. Missiles and Large Rockets
- 3-5. Training Ammunition

Chapter 4

Reports, page 6

- 4-1. Units
- 4-2. Ordnance Company
- 4-3. 19th ESC SPO
- 4-4. Spreadsheet

Appendixes, page 8

- A. References
- B. Inspection Checklist and Recommendations
- C. Required Contents of Unit Continuity Book
- D. Inspection Report Memo and Inspection Findings
- E. Format for Ammunition Combat Load (CL) Inspection Scheduling Notification
- F. Procedures for Inspection of Missiles in Ammunition Combat Load
- G. Format for Ammunition Data Reports
- H. Suggested Format for Unit CAD/PAD Control Spreadsheet

Glossary, page 19

Chapter 1

Introduction

1-1. Purpose

To establish policy and procedures for the Ammunition Combat Load (CL) Inspection and technical assistance visit requirements of SB 742-1.

1-2. References

Required and related references are listed in appendix A.

1-3. Abbreviations And Terms

Abbreviations and terms used in this regulation are explained in the glossary.

1-4. Background

Serviceability and reliability of ammunition in ammunition combat loads is a prerequisite of unit readiness. Commanders at all levels have a critical need for periodic technical review of storage and accountability procedures. SB 742-1 requires an inspection of all aspects of ammunition combat and operation loads, and provides criteria. These procedures provide for implementation of the requirements, for verification that ammunition remains suitable, and that storage, unit maintenance, and accountability meets minimum standards.

Chapter 2

Responsibilities

2-1. 8th Army

The Commander, 8th Army is responsible for—

- a. Establishing policies and procedures to ensure all ammunition in combat load, operational load, and ammunition retained for miscellaneous activities is inspected in accordance with (IAW) SB 742-1 and AK Reg 700-3.
- b. Publishing and revising this regulation and issuing changes thereto.
- c. Resolving issues referred by subordinate units.

2-2. 19th Sustainment Command (Expeditionary) (ESC)

19th Sustainment Command (Expeditionary) (ESC) is responsible for directing and executing inspections of ammunition combat load throughout 8th Army.

- a. 19th Sustainment Command (Expeditionary) (ESC is designated is responsible for—
 - (1) Management of the ammunition CL inspection program to ensure timely scheduling and completion of ammunition CL inspections for each unit with combat load (CL) and AMA ammunition stock.
 - (2) Continuing review of the inspection program to identify adverse trends or systemic problems.

(3) Consolidating ammunition data from inspection reports and maintaining a master list for inspection status, corrective action reports from units, an overall ammunition CL ammunition list.

(4) Resolving issues referred by the 6th Ord Bn and forwarding unresolved issues to 8th Army G4.

(5) Provision of management data to G4 and 6th Ord Bn on inspection status, inspection findings, and corrective action reports received from units.

(6) Annual coordination with each major subordinate command, to identify all assigned subordinate units/detachments with combat and operational load, location and designation of the unit, and a point of contact (POC) (telephone and email) for scheduling, conduct and response to inspections.

b. 6th Ord Bn is responsible for execution of the ammunition CL inspections to include--

(1) Ensuring that ammunition CL inspections and technical assistance visits are scheduled and completed as required by SB 742-1 and this regulation.

(2) Verifying ammunition CL inspection reports are accurate and submitted to inspected units in a timely fashion.

(3) Resolving issues referred by Ordnance Companies and submitting unresolved issues to the 19th ESC SPO.

c. Ordnance Company, Chief of Surveillance, is responsible for

(1) Scheduling and performance of inspections, and conduct of entrance/outbriefings.

(2) Reporting results of inspections to battalion level (or next higher level HQ), with copy to unit, and setting a suspense for response.

(3) Receiving and assessing corrective action and following-up if a corrective action response from an inspected unit is not received or is not adequate.

(4) Providing technical assistance to units when deemed necessary or requested by unit.

(5) Requesting assistance from Cdr, 6th Ord Bn (EANC-SBO-QA), when units do not reasonably comply with inspection scheduling, provide timely corrective action responses, or have other unresolved issues.

2-3. Major Subordinate Commands (MSCs)

MSCs are responsible for compliance with this regulation by assigned units to include the following:

a. Ensuring that units are available and comply with ammunition CL inspection schedules established by the supporting ordnance company, or coordinate to identify an alternate inspection schedule acceptable to Ordnance Company.

- b. Verifying that subordinate unit corrective action reports are accurate, timely, and fully implemented to resolve any deficiencies identified during the inspection.
- c. Conducting command inspections to identify and correct subordinate unit deficiencies.
- d. Notifying supporting Ordnance Company if no ammunition CL inspection has been conducted within the past 12 months and/or providing any changes in unit and/or ammunition combat load status.
- e. Ensuring subordinate units have a "continuity book" that contains the documents required by appendix C and that these documents are up-to-date.
- f. Scheduling a re-inspection of subordinate units for correction of critical or repeat deficiencies within 30 days of receipt of an inspection report. Re-inspection will be performed by Ord Co that performed the original inspection.
- g. Forwarding approved ammunition CL Letter of Authorization (LOA) to 19th Sustainment Command (Expeditionary) (ESC) Support Operations (SPO) Surveillance and Storage Section, Munitions Branch.
- h. Establishing a procedure for checking ammunition CL against Notices of Ammunition Reclassification (NARs) to prevent the use of suspended ammunition and to ensure that suspended ammunition is turned in and replaced. Notifying the 19th Sustainment Command (Expeditionary) (ESC) Support Operations (SPO) Surveillance and Storage Section, Munitions Branch of personnel assigned the task of screening ammunition CL stocks against Ammunition Suspension Notices. Providing quarterly updates on change of personnel due to permanent change of station or reassignment (furnish a copy of appointment orders for ammo officer/NCO and property book officer.
- i. Ensuring ammunition on unit property book is correct and matches monthly ammunition inventory

2-4. Units

Units with combat and/or operational load ammunition will--

- a. Ensure that all ammunition in unit's possession is made available for the inspection.
- b. Schedule unit activities to ensure that the unit will be available for all scheduled inspections.
- c. Provide an accountable officer or NCO to assist the Quality Assurance Specialist (Ammunition Surveillance) (QASAS) during conduct of the inspection and supervise repackaging of ammunition opened for inspection.
- d. Furnish sufficient unit personnel and banding/tools for unpacking and repackaging of ammunition into standard packing configuration.

e. Make unit property book, hand receipts, stored ammunition combat load documentation, aircraft logbooks, and continuity book documents (appendix C) available for review by QASAS inspectors.

f. Provide property book officer a copy of each DA Form 581 (Request for Issue and Turn-In of Ammunition).

Chapter 3 Policy and Procedures

3-1. 19th Sustainment Command (Expeditionary) (ESC)

The 19th Sustainment Command (Expeditionary) (ESC) will--

a. Coordinate with each MSC and publish annually a master inspection list not later than (NLT) 31 August. The master inspection list will identify each unit with combat/operational ammunition, local ordnance company, unit POC email and telephone number, date of last inspection and month of next inspection.

b. Provide, on request, an automated listing of unit ammunition from Property Book Unit Supply Enhanced (PBUSE) data. Ordnance Company inspectors will verify accuracy of property book (PBUSE) data. Updated data, with changes based on visual verification, will be returned to QA Branch as an enclosure to the email combat load inspection report. Format and codes are depicted in appendix G.

c. Continually review the inspection program to identify adverse trends or systemic problems.

d. Consolidate ammunition data from inspection reports and maintain a master list of inspection statuses, corrective action reports from units, and overall ammunition CL ammunition lists.

e. Resolve issues referred by the 6th Ord Bn and forward unresolved issues to 8th Army G4.

f. Provide management data to G4 and 6th Ord Bn on inspection status, inspection findings, and corrective action reports received from units.

g. Provide an annual ammunition CL inspection deficiency listing and report to G3/G4 depicting all deficiencies by unit and type.

h. Provide a monthly ammunition CL listing for 6th Ord Bn (Chief of Surveillance). The status report will include all units not inspected within the past 12 months, corrective action reports not received by ordnance companies within the 30 day suspense listed on inspection reports.

i. Maintain the NARNET for issuance of Notices of Ammunition Reclassification (NAR), Missile Supplemental Notices (MSN), Korea Notices of Reclassification (KAR), Ammunition Information Notices (AIN), Missile Information Notices (MIN), Korea Ammunition Information Notices (KAIN), Overhead Fire Supplemental Notices (OFS), ammunition Safety of Use

Messages (SOUM) and other pertinent ammunition information. Maintain an ammunition CL point of contact list.

j. Review each suspension/restriction action by the Joint Munitions Command, National Inventory Control Point (NICP), against the PBUSE data and notify the appropriate ordnance company when ammunition turn in is required by ammunition CL unit.

3-2. Ordnance Company

a. Ordnance Company will review their portion of the master list, make necessary changes to establish the annual inspection schedule, and return their adjusted portion of the list to QA Branch. Normally, inspections will be during the same month each year. Slight adjustment to the schedule is permitted, however, to accommodate the ordnance company mission and/or unit major mission or training events. The intent is to provide for an inspection of each unit every 12 months. Units with unpacked uploaded combat load ammunition will be scheduled/inspected at 6 month intervals. Combat loads stored in substandard structures and operational loads subjected to repeated handling will be inspected more frequently on a schedule determined by the Chief of Surveillance.

b. Surveillance organization of the Ordnance Company will provide email-automated notification of scheduled inspections to unit commanders and POCs 30 days prior to the inspection date. This notification will include essential information for units on the conduct/content of the inspection. See Appendix E for recommended format. For 2nd ID units, a copy will be provided to the 2nd ID Ammunition Logistics Assistance Representative (Ammo LAR). Units will respond by email NLT 10 working days prior to the inspection, confirming the inspection date or arranging a new date, within 30 days of the original date, which is acceptable to both the Ordnance Company and the unit.

c. The combat load inspection will also assess unit authorization, property book, inventory, security, storage, maintenance, availability of necessary publications and suspension/restriction control processes. Specific inspection points for this portion of the inspection are listed in appendix B. Unit ammunition continuity books will be reviewed for completeness (see appendix C) and currency.

d. The unit commander, or designated senior unit official, will be provided with an entrance briefing detailing the scope and methods to be used as well as findings from the previous inspection. He/she will also be out-briefed following the inspection. All findings and recommendations will be discussed, and any unit questions/concerns will be answered.

e. Upon notification, by 19th Sustainment Command (Expeditionary) (ESC) Support Operations (SPO) Surveillance and Storage Section, Munitions Branch, of suspended ammunition in a unit's ammunition CL, the supporting Ordnance Company will notify the unit by memorandum and e-mail, with a 30 day follow up memorandum if ammunition is not turned in.

3-3. Cartridge/Propellant Actuated Devices (CADs/PADs)

a. All ammunition in stored combat and operational load (AMA), miscellaneous ammunition, CAD/PAD assembled to aircraft, and aircraft crew life support equipment, is to be included in the combat load inspection. Review of unit records and service life controls is required for assembled CAD/PAD.

b. Service life for CAD/PAD, assembled to aircraft, will be verified by a review of the unit control mechanism (spreadsheet) and a sampling comparison of data against the aircraft logbooks DA Form 2408-15 (Historical Record for Aircraft). An example with required data is in appendix H.

3-4. Missiles And Large Rockets

Appendix F contains the procedures for inspection of missiles/large rockets in the ammunition CL.

3-5. Training Ammunition

Training ammunition is not normally inspected, except when stored with ammunition CL/AMA, then any noted deficiencies will be included, especially any related to storage.

Chapter 4 Reports

4-1. Units

Each unit will respond, by mail or email, to the ordnance company inspection report with details of actions taken or planned to correct each listed deficiency. Projected completion date will be listed for each action. A copy will be provided to 19th ESC SPO Surveillance and Storage Section, Munitions Branch. For 2nd ID units, a copy will go to the Ammunition Logistics Assistance Representative (Ammo LAR).

4-2. Ordnance Company

a. Surveillance Chief will provide a formal report of the inspection, listing all deficiencies, unserviceable ammunition, and recommendations, NLT fifteen days following completion. A signed copy of the report will be mailed and sent via email to the battalion level (or equivalent) unit commander, with a copy to the commander of the inspected unit and his designated POC. The report will include a suspense permitting 30 calendar days for unit response. Copies will be furnished to 19th ESC SPO Surveillance and Storage Section, Munitions Branch. For 2nd ID units, a copy will go to the Ammunition Logistics Assistance Representative (Ammo LAR). Format and instructions are in appendixes B and D. Copies of any inspection reports containing critical readiness or safety deficiencies, or repeat deficiencies, will be sent to the S4/G4 of the major subordinate command.

b. Follow up (preferably by email) is required by ordnance company surveillance, if the unit does not respond by the suspense date. The follow-up will include a 15 calendar day extension, with copies to the unit commander, his ammunition POC, S4/G4 of the major subordinate command, and 19th ESC SPO Surveillance and Storage Section, Munitions Branch. For 2nd Infantry Division units, a copy will go to the Ammunition Logistics Assistance Representative (Ammo LAR). Should the unit not respond within the extended suspense, the ordnance company will forward the report to the 6th Ord Bn Chief of Surveillance for resolution.

c. Ammunition identified, during an inspection, as unserviceable, over authorized quantity, suspended or restricted will be listed in a memo, signed by the inspector, requiring/authorizing turn-in and replacement. Turn-in and replacement requirements are to be tracked by the

ordnance company and the unit notified (with follow-up as in paragraph 4-2b above) if not turned in/replaced within 30 days.

4-3. The 19th Sustainment Command (Expeditionary) (ESC)

The 19th Sustainment Command (Expeditionary) (ESC) will review each suspension/restriction action by the National Inventory Control Point (NICP), against the PBUSE data (and consolidated data from paragraph c above) and notify the appropriate ordnance company when turn in is required.

4-4. Spreadsheet

The spreadsheet in Appendix G is to be used to update all data from each inspection. A copy is to be attached to the inspection report described in Appendix D that is e-mailed to 19th ESC SPO Surveillance and Storage Section, Munitions Branch.

Appendix A References

Section I. The following publications are required by this regulation.

DA Pam 700-19 (Procedures for the United States Army Munitions Reporting System).

AK Reg 700-3 (Conventional Ammunition). Cited in paragraph 2-1.

SB 742-1 (Inspection of Supplies and Equipment Ammunition Surveillance Procedures. Cited in paragraphs 1-1, 1-4, 2-1, 2-2b(l) and appendix E.

Section II. The following publications are required to be maintained by units.

AR 75-1 (Malfunctions Involving Ammunition and Explosives).

AR 190-11 (Physical Security of Army, Ammunition, and Explosives).

AR 385-10 (The Army Safety Program)

DA Pam 385-64 (Ammunition and Explosives Safety Standards).

TB 9-1300-385 (Munitions Restricted or Suspended).

AK Reg 700-3 (Conventional Ammunition).

AK Reg 742-2 (Inspection of Ammunition for Combat Load and Miscellaneous Activities).

Section III. The following are related publications.

AR 700-19 (U.S. Army Munitions Reporting System).

AR 702-12 (Quality Assurance Specialists (Ammunition Surveillance) (QASAS).

AR 710-2 (Supply Policy Below National Level).

SB 742-1 (Inspection of Supplies and Equipment Ammunition Surveillance Procedures).

SB 742-1410-92-005 (Ammunition Surveillance Procedures, Guided Missile Surface Attack BGM Series and Guided Missile Practice BTM Series (TOW/Tow 2 Heavy Antitank/Assault Weapons System).

SB 742-1425-92-002 (Ammunition Surveillance Procedures for Guided Missile Intercept-Aerial Guide Missile System, FIM-92 Series (Stinger Air Defense Guided Missile System).

SB 742-1427-92-002 (Ammunition Surveillance Procedures for Javelin Surface Attack Guided Missile and Launcher: FGM-148 series).

SB 742-1340-92-011 (Ammunition Surveillance Procedures for Multiple Launch Rocket System Rocket Pod).

SB 742-1427-92-014 (Ammunition Surveillance Procedures for Army TACMS Guided Missile and Launching Assembly (GLMA) M39).

SB 742-1410-92-009 (Ammunition Surveillance Procedure for Guided Missile Intercept-Aerial MIM-104, MIM-104, and XM91 Series, and Trainers M37, and XM51 Patriot Air Defense Guided Missile System (Patriot Air Defense Guided Missile System)).

SB 742-1410-92-011 (Ammunition Surveillance Procedure for Hellfire and Hellfire Longbow)

TM 9-1300-251-20&P (Unit Maintenance Manual (Including repair parts and special tools lists) for Artillery Ammunition for Guns, Howitzers, Mortars, Recoilless Rifles, and 40-MM Grenade Launchers).

Indicates the publications is available electronically only.

Army administrative pubs: www.usapa.army.mil

Army Technical Manuals and Supply Bulletins: <https://www.logsa.army.mil/etms/online.cfm>

Army in Korea pubs:

http://8tharmy.korea.army.mil/g1_AG/Programs_Policy/Publication_Records_Reg_AK.htm?cache=20090817

TB 9-1300-385 Conventional: <https://mhp.redstone.army.mil/> or <http://www.jmc.army.mil/DCG/Quality/AmmunitionDivision.aspx>

TB 9-1300-385 Missile: <https://mhp.redstone.army.mil/>

**Appendix B
Inspection Checklist and Recommendations**

The following list contains items checked by a ammunition CL inspector and is intended for use as a checklist during inspections, during Command Inspections and for unit self evaluation. Included are all deficiencies identified during ammunition CL inspections throughout Korea, during the past 5 years. A report of deficiencies, attached to a ammunition CL inspection report sent to a unit, must have a reference and recommendation for each finding listed as well as the severity category, i.e., critical, major or other. Report verbiage should clearly explain the deficiency and required corrective action in terms that stand alone and can be fully understood by unit personnel.

Critical Readiness and Safety Deficiencies

<u>Inspection Point</u>	<u>Recommendation</u>
1. Unit has no current Letter of Authorization for ammunition CL	- Obtain current LOA thru Command channels
2. Unit has no current LOA for AMA	- Obtain current LOA thru Command channels
3. Unit missing ammunition CL and/or AMA authorized in LOA	- Submit DA Form 581 (Request or Issue and Turn in of Ammunition) for missing quantity
4. Visually unserviceable ammunition in ammunition CL/AMA listed by lot, and quantity	- Initiate DA Form 581 for turn-in and replacement of listed lots/quantities using this report as authority
5. Suspended/Restricted ammunition	- Request turn-in and replacement
6. Explosive safety violation not in approved waiver/ Certificate of Risk Acceptance	- Contact local safety office for assistance
7. Unit does not have copy of storage site license/approval	- Contact local safety office for copy
8. Shelf or service life expired or lot/installation dates are unknown for CAD/PAD installed	- Request replacement base on unit forecast for CAD/PAD requirements
9. Aircraft crew life support equipment (flares) is unserviceable	- Request turn in and replacement
10. Flammable material (vegetation) within 50 ft of ammo storage	- Cut/remove all flammable material
11. Rocket ammunition not stored	- Orient rockets/missiles nose ends down

nose down or pointed away from inhabited targets

- | | |
|---|---|
| 12. Missing lightning protection or no current test | - Contact Director of Public Works (DPW) for test |
| 13. Power lines too close to storage structure | - Work order to DPW to move lines |
| 14. Storage incompatibility | - Remove incompatible ammo |

Major Deficiencies

- | | |
|--|--|
| 1. Ammunition requires repackaging and/or remarking | - Contact supporting Ord Co for technical assistance |
| 2. Ammunition CL/AMA property book exceed current LOA | - Turn in excess quantities using DA Form 581 |
| 3. Training ammo stored with ammunition CL/AMA | - Segregate and maintain separate in storage |
| 4. Opened and/or unsealed packing, or missing banding | - Contact supporting Ord Co for technical assistance |
| 5. Monthly inventory not conducted/ documented | - Initiate monthly inventories |
| 6. Property book/PBUSE not accurate | - Correct entries using documentation audit trail |
| 7. No Hand Receipt from Property Book holder | - Request/obtain hand receipt |
| 8. Missing or inadequate unit fire Plan | - Draft fire plan in coordination with post fire marshal |
| 9. Missing or inadequate unit malfunction reporting SOP | - Draft SOP |
| 10. Unit suspension/restriction monitoring system inadequate and no memo from HQ stating that it is done at HQ | - Contact QA Branch for addition of unit POC to NARNET |
| 11. Missing or incorrect fire/chemical symbols | - Requisition and place at storage site |
| 12. Inadequate firefighting equipment (identify missing items) | - Replace missing items |

- | | |
|---|--|
| 13. Stacks not stable or touching side of structure or vehicle | - Restack with dunnage IAW drawing |
| 14. A minimum of 2 inch dunnage not present under all boxes | - Replace missing dunnage. <i>Note: Dunnage between uncleaned boxes of unpalletized combat load ammunition is not required IAW DA PAM 385-64 paragraph 14-9.</i> |
| 15. Minimum of 18 inches of ventilation space between uploaded or outside stored ammo and cover | - Raise the cover for 18 inches of air space above ammo |
| 16. Uploaded ammunition not covered with tarpaulin | - Construct overhead cover (see #15) |
| 17. Missile monthly humidity indicator check not conducted | - Initiate/maintain monthly unit inspection |

Appendix C

Required Contents of Unit Continuity Book

Units should maintain an ammunition continuity book. If a unit does not have the following items in such a book, there is a likelihood that the unit will not be able to keep its records current and may not be able to find them quickly during the ammunition CL inspection, Department of Defense Explosives Safety Board (DDESB) survey, command inspection, etc. The result will be increased difficulty in correctly maintaining/storing ammunition CL/AMA ammunition, especially during personnel changeover, and a corresponding increase in deficiencies. Inspectors should recommend the following items be kept in a continuity book:

- C-1. List of unit ammo POCs, MSCs POCs, and local ordnance company
- C-2. Appointment orders for ammo officer/NC0 and property book officer.
- C-3. Ammunition CL Letter of Authorization (LOA).
- C-4. AMA Letter of Authorization (LOA).
- C-5. Current list of ammunition CL/AMA ammo from the property book.
- C-6. DA Forms 581 with approval for alternate storage of ammunition CL (if applicable).
- C-7. Copy of latest inventory document.
- C-8. Copy of storage license/storage agreement with the unit controlling the storage site.
- C-9. Explosive safety waiver (if applicable).
- C-10. Copy of memo indicating who is checking suspensions and restrictions. This is required if the suspension /restriction system is maintained, and ammunition CL/AMA ammo checked by higher HQ.
- C-11. Unit ammunition malfunction response and reporting SOP.
- C-12. Unit ammunition SOP to include Fire Plan and Amnesty Program.
- C-13. Results of most recent lightning protection system (LPS) test.
- C-14. Vehicle Load Plans (if applicable)

Appendix D Inspection Report Memo and Inspection Findings

D-1. Use current formats for memorandums. The body of the Inspection Report will include the following (as a minimum):

- Date and time of in/out brief to unit.
- Who was unit's representative at briefing. If not the commander, then explain why commander not briefed.
- Request for response to findings (if any). State areas the response must cover (projected completion dates for repairs, creation of documentation, etc).
- Point of contact for Ordnance Company inspection and report.
- Copy furnished to MSC S4/G4 and 19th ESC SPO Surveillance and Storage Section, Munitions Branch.

D-2. If no discrepancies were noted during inspection, memorandum should state so and indicate "job well done".

D-3. Attach list of discrepancies. The list should utilize the same format as depicted in Appendix B. Format of findings enclosure can be modified as long as it has a reference and recommendation for each finding listed as well as the severity category, i.e., critical, major or other. Report verbiage should clearly explain the deficiency and required corrective action in terms that can be fully understood by unit personnel.

Appendix E

Format for Ammunition Combat Load (CL) Inspection Scheduling Notification

E-1. Use current formats for memorandums. The body of the Inspection Scheduling Notification will include the following (as a minimum):

a. References:

- SB 742-1, Ammunition Surveillance Procedures (current date)
- AK Reg 742-2, Inspection of Ammunition for Combat Load and Miscellaneous Activities, (current date)

b. An ammunition combat load inspection is scheduled for your unit on (Date). The ammunition officer should be present for the inspection and assure that all unit ammunition, and records (continuity book) are readily available to the inspector. The following personnel will be on the inspection team:

NAME

GRADE

SSN

SECURITY CLEARANCE

c. This inspection is an important measure of unit readiness and the primary purpose is to verify that your combat load/operational ammunition meets serviceability standards and is within authorized levels. Safety, security, storage and accountability will also be reviewed. Unit procedures for performance of these functions will be scrutinized for adequacy.

d. Unit preparedness is strongly encouraged to minimize problems and increase efficiency of the inspectors. 8th Army Reg 742-2, Appendix B, provides a checklist to assist you in preparing for this inspection and to assist in early correction of deficiencies and for review to prevent occurrence of deficiencies between inspections.

e. Sufficient unit personnel should be present to assist with movement, unpack and repack operations.

f. The inspector will out brief the commander or his designated representative prior to departing the area. A formal inspection report will be forwarded within 15 workdays.

g. Request regular mail or email confirmation is received at least 10 days prior to the scheduled inspection date. Response will indicate you agree with the inspection date or provide an alternate date.

E-2. This memo will be sent to the unit 30 days prior to proposed date of inspection.

Appendix F

Procedures for Inspection of Missiles In Ammunition Combat Load

F-1. Missile inspection procedure supply bulletins (SBs), for use during ammunition CL inspections, are listed in references in Appendix A.

F-2. In general, guided missile and large rocket items will be inspected to the same criteria as other items. Additional inspections and tests are required for many of these items, in the item SB (see Appendix A). Reliability/serviceability tests, and visual inspections in conjunction with a visit by the Aviation and Missile Command (AMCOM) on-site test team, will satisfy the annual requirement.

F-3. Unit missile log books and records of monthly humidity indicator checks will be reviewed to ascertain that units are conducting required inspections and maintaining necessary records.

F-4. Property books will be checked, for all items with required serial number accountability, to verify serial number accuracy. All missile serial numbers will be annotated on the Ammunition Data Report and submitted with the ammunition CL report.

F-5. Missile items requiring turn-in, will be identified by serial number and lot number.

F-6. Inspectors conducting ammunition CL inspections of missile items should coordinate with the unit, to assure availability of replacement desiccant and humidity indicators, and assist in replacement for missiles identified with high humidity. Turn-in of missile items, due to high humidity, should be accomplished when desiccant/indicator replacement is not authorized as unit level maintenance, or when surveillance personnel resources are not sufficient to provide timely technical assistance. Technical assistance visits are encouraged, in order to correct the defect as soon as possible.

F-7. Results of missile testing, where results must be reported to AMCOM (example is ATACMS), will be forwarded through the 19th ESC SPO Surveillance and Storage Section, Munitions Branch.

Appendix G
Format for Ammunition DATA Reports

CODE	UNIT NAME	UIC	L/INS	N/INS	ORD
24240	501ST SIGNAL CO	WH3JAA	9701	9801	52
LOCATION: HUMPHREYS APO/UNIT: 96271-0152 # 15216 MAJOR COMMAND: 1ST SIGNAL BRIGADE UNIT CO: CPT SMITH UNIT AMMO POC: SSG RANSOM UNIT POC PHONE: 753-6507 UNIT POC EMAIL: OUTBRIEFED: SSG RANSOM/SPC TYLER LOA ON HAND: YES WAIVER: N/A FIRE PLAN: YES PROPERTY BOOK: YES HAND RECEIPT: YES SUSP/RESTR CHK BY:					

DODIC NSN	LOT/SN NUMBER	C/C	T/S	U/C	QTY	MFD
A059 1305-01-155-5462	LC-86K082-123	A	W	B	120	86
A059 1305-01-155-5462	LC-86K082-121	A	W	B	12,840	86

Notes for above Data Input Spreadsheet.

G-1. This spreadsheet is to be used to update all data from each inspection. A copy is to be attached to the email inspection report (appendix D) for the copy provided to 19th ESC SPO Surveillance and Storage Section, Munitions Branch.

G-2. Unit designation, address, UIC, and unit personnel by name, DSN and email are to be included since these are all subject to change and provide for multiple use contact with the unit.

Appendix H
Suggested Format for Unit CAD/PAD Control Spreadsheets

Total Acft	Aug-00	MH 92	CARTRIDGE, FIRE EXTINGUISHER - FWD			
Req Rest	34	Shelf Life	216	Months	Qty per aircraft = 4	
ACFT	0	Installed Life	108	Months	1377-01-185-2622	
	Unit	Lot#	Date	Shelf	Installed	Service Life
			Made	Expiration	date	Expiration
H601	HHC, 1/52	ESD06M017-003	Dec-06	Dec-24	Apr-07	Mar-16
H603	HHC, 1/52	ESD06K017-002	Oct-06	Oct-24	Mar-08	Feb-17
A861	A, 1/52	ESD94A009-002	Jan-94	Jan-12	Apr-04	Jan-12.

Glossary

Section I. Abbreviations

AK	Army in Korea
AMCOM	Aviation and Missile Command
CAD	Cartridge Actuated Devices
CL	Combat Load
DAO	Division Ammunition Office
DDESB	Department of Defense Explosives Safety Board
DPW	Directorate of Public Works
ESC	Sustainment Command, Expeditionary
HQ	Headquarters
LAR	Logistics Assistance Representative (Ammunition LAR)
LPS	Lightning Protection system
MSC	Major Subordinate Command
NICP	national inventory control point
NLT	not later than
PAD	Propellant Actuated Devices
PBUSE	Property Book Unit Supply Enhanced
POC	point of contact
QASAS	Quality Assurance Specialist (Ammunition Surveillance)
QD	Quantity Distance
SAAS	Standard Army Ammunition System
SB	Supply Bulletin
SOP	Standing Operating Procedure
SPO	Support Operations

U.S.

United States (of America)

Section II. Terms

AMA - Ammunition Authorized for Operational and Miscellaneous Activities. A general term which includes quick reaction force, guard ammo, etc.

LOA - Letter of Authorization to a unit to maintain an ammunition combat load. There are annual LOAs for combat load and for operational load ammo.

NARNET - Ammunition CL E-mail point of contact listing maintained by the 19th Sustainment Command (Expeditionary) (ESC) Support Operations (SPO) Surveillance and Storage Section, Munitions Branch for issuance of ammunition suspension messages

QA Branch -The ammunition surveillance organization within 19th ESC SP