

**BY ORDER OF THE COMMANDER  
MOUNTAIN HOME AFB**

**MOUNTAIN HOME AFB INSTRUCTION**

**21-201**

**6 MAY 2013**

**Maintenance**



**LOCAL MUNITIONS MANAGEMENT  
PROCEDURES**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This instruction supplements requirements outlined in Air Force Instruction (AFI) 21-201, *Conventional Munitions Maintenance Management*, and ACC Supplement; Technical Order (TO) 00-20-9, Forecasting Replacement Requirements for Selected Calendar and Hourly Time Change Items; ACCI 21-165, MHAFB Supplement, *Flying Programming and Scheduling Procedures*, MHAFBI 21-203, *Storage, Transportation, Handling, Accountability and Control of Impulse Cartridges*. This instruction applies to all personnel involved in the use, handling and accountability of munitions supplied by 366th Equipment Maintenance Squadron, Munitions Flight (366 EMS/MXMW). This publication does not apply to Air National Guard units or the Air Force Reserve Command. Waiver requests will be submitted in writing to Munitions Flight Commander/Chief, or by email to 366 AMMO Storage Area Supervision mailbox. Ensure that all records (e.g., munitions forecasts; munitions requests; AF Form 2407, Weekly/Daily Flying Schedule Coordination; AF IMT 2434, Munitions Configuration and Expenditure Document; AF IMT 4331, Munitions Transaction Sheet; Universal Ammunition Loading System (UALS)/Linkless Ammunition Loading System (LALS) data sheets; AFTO Form 350, Repairable Item Tag, etc.) created as a result of processes prescribed in this publication are maintained IAW Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of IAW Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS). Contact supporting records managers as required. Refer recommended changes and questions about this publication to the OPR using AF Form 847, *Recommendation for Change of Publication*, route AF Forms 847 from the field through the appropriate functional's chain of command. See **Attachment 1** for a *Glossary of References and Supporting Information*.

***SUMMARY OF CHANGES***

**This document has been substantially revised and must be completely reviewed.** Major changes include updated the link to the 366th Fighter Wing Aircrew Training Allocation Database. Added procedures to gain access to Combat Ammunition System (CAS) for expeditors. Added procedure for Aircraft Maintenance Unit (AMU) Expeditors to process CAS transactions. Added Post-Post procedures.

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**1. Accountability for Aircrew Training Munitions:****1.1. 366th Operations Support Squadron, Weapons and Tactics (366 OSS/OSK) will:**

1.1.1. Act as the focal point to distribute, prioritize, monitor and forecast aircrew training munitions for assigned fighter squadrons.

1.1.2. Ensure 366 FW leadership is notified of expenditure rates and forecasts to ensure AF expenditure goals are met for all weapon types.

1.1.3. Determine training munitions levels for each flying squadron and allocate as appropriate. Redistribute munitions allocations between squadrons as appropriate and agreed to by squadron Director of Weapons (DOW).

1.1.4. Monitor expenditure rates and recommend Out-of-Cycle Request (OOCR) to the appropriate fighter squadron DOW/Weapons Element. When OOCRs are received from DOWs, 366 OSS/OSK will adjust, if appropriate and forward to Air Combat Command, (ACC/A3) and courtesy copy 366 EMS/MXMWMA (Munitions Operations) and Munitions Accountable Systems Officer (MASO).

1.1.5. Ensure squadron DOW review status of available aircrew training munitions utilizing the wing allocation database located on intranet group pages at \\muo-fs366mun001\Aircrew Training Database. Resolve training discrepancies through applicable fighter squadron and 366 EMS/MXMW.

1.1.6. Approve aircrew training allocation transfers. Note: Squadrons transferring munitions to another base for Exercises; e.g., RED FLAG, MAPLE FLAG, etc., lose the transferred quantity until Munitions Operations receives the After Action Report (AAR). Complete adjustments to allocations after Munitions Operations and MASO review the AARs. One ATR request must be submitted per event when more than one event attended consecutively or during one deployment event (i.e. Red Flag and WSEP consecutively require two ATRs)

**1.2. Fighter Squadron Weapons Officers will:**

1.2.1. Submit quarterly munitions flying schedule forecasts no later than (NLT) the first week of the month prior to the effective quarter and monthly forecasts NLT 5 duty days prior to the beginning of the effective month to 366 EMS/MXMWSC (Munitions Scheduling), Munitions Operations and appropriate AMU.

1.2.2. Ensure changes to the quarterly/monthly projected munitions forecast are coordinated between 366 OSS/OSK, Munitions Scheduling, Munitions Operations and appropriate AMU production and weapons flight. Ensure munitions forecast include type and quantity of munitions.

1.2.3. Enter the following week's munitions requirements into the Patriot Excalibur (PEX) NLT 2 duty days before the weekly 366th Maintenance Group (366 MXG)/366th Operations Group (366 OG) scheduling meeting.

1.2.4. Ensure a detailed munitions request is submitted NLT 60 days prior to CONUS TDY and 90 days prior to OCONUS TDY to include tactical (TAC)-ferry munitions (e.g., 20 millimeter (mm), chaff, flare and missiles). If these timelines are not met,

affected allocation transfers and squadrons may expect diminished or no munitions support. Submit all munitions request to 366 OSS/OSK for coordination. They will then forward the request to 366 EMS/MXMWSC, Munitions Operations and MASO, as well as, a courtesy copy to 366 EMS/MXMW and the Wing Weapons Manager (366 MXG/MXL).

1.2.5. Coordinate munitions requirements for departing TDY aircraft, to include spares, through Munitions Scheduling, Munitions Accountability, and the AMU production and weapons section at least 2 weeks prior to scheduled departure.

1.2.6. Provide Munitions Control, Munitions Scheduling, and appropriate AMU with a properly coordinated AF Form 2407, Weekly/Daily Flying Schedule Coordination, IAW ACCI 21-165, MHAFB Supp for all changes affecting scheduled munitions support.

**1.3. Munitions Flight (MXMW) will:**

1.3.1. Be responsible for the overall management, accountability, maintenance and handling of munitions assigned to the 366 FW.

1.3.2. Ensure Flight Supervision and applicable munitions personnel coordinate with Lead Command, Major Command (MAJCOM), C-NAF, or GACP as outlined in AFI 21-201.

1.3.3. Ensure organizations involved in flightline munitions operations are briefed on their responsibilities.

1.3.4. Coordinate with 366 OSS/OSK to develop wing level guidance for unit specific requirements as needed.

**1.4. Munitions Accountable Systems Officer (MASO) will:**

1.4.1. Oversee the effective and efficient management of the 366 FW munitions stockpile and ensure allocation transfers are authorized, coordinated and completed IAW guidance.

1.4.2. Review AAR and adjust allocation levels as necessary.

1.4.3. Update wing munitions allocation database.

1.4.4. Grant CAS access rights to flightline expeditors. Expeditors will be appropriately trained on CAS screens and training is tracked and documented on AF IMT 797, or locally created Training Business Area task group prior to requesting CAS access.

**1.5. Munitions Control Element (MXMWSA) will:**

1.5.1. Ensure flying squadrons are provided only allocated munitions.

1.5.2. Review munitions allocation database with published flying schedule to ensure allocations are not exceeded.

1.5.3. Review published flying schedule, Air Tasking Order (ATO) or AF Form 2407 to ensure sufficient quantities of munitions are assembled and loaded on trailers. Notify affected 366 EMS/MXMW Elements of shortfalls or potential issues.

1.5.4. Ensure requested munitions are identified on the approved flying schedule or AF Form 2407.

1.5.5. Ensure munitions expenditures are completed by each AMU Weapons Section striving to meet the Air Force goal of 1 hour to the maximum extent possible after the landing of the last aircraft from each Go. Resolve discrepancies discovered during reconciliation and take actions necessary to resolve within 12 hours. Notify 366 EMS/MXMWP (Munitions Production Superintendent) and/or 366 EMS/MXMW if the problem cannot be resolved. If required, 366 EMS/MXMW and 366 MXG/MXL will elevate to 366 MXG/CC/CD.

1.5.6. Validate munitions trailer inventory quantities reported by Munitions Storage Area (MSA) Elements against MC2 SharePoint and CAS.

1.5.7. Direct delivery of munitions trailers from flightline to PGM or Conventional Maintenance for post-load inspection and create workorder in MC2 Sharepoint. Trailers returning from flightline with no change in munitions contents, do not require postload.

1.5.8. Ensure missiles requiring 20-flight inspections are coordinated with appropriate AMU and returned to MSA. Provide the AMU Weapons Flight with 20-flight status reports from MC2 on the last flying day of each week.

1.5.9. Record captive air training missile flight data from AF IMT 2434 and input data to MC2 SharePoint.

1.5.10. Provide AF IMT 2434 daily to Precision Guided Munitions, Conventional Munitions Maintenance and Munitions Operations.

1.5.11. Coordinate with applicable AMU for resolving AF IMT 2434 discrepancies.

1.5.12. Coordinate download of all countermeasures with all AMUs the first Friday of each month or as directed by Munitions Flight.

1.5.13. For Republic of Singapore Air Force (RSAF) only: Process movement and expenditure data reported by the 428th Fighter Squadron (428 FS) AMU via AF Form 2434.

**1.6. Munitions Scheduling (MXMWSC) will:**

1.6.1. Ensure flying squadrons are aware of munitions allocation quantities.

1.6.2. Review allocation database against projected flying schedule to ensure allocations are not exceeded.

1.6.3. Review projected flying schedule, ATO and AF Form 2407 (as required) to ensure correct munitions types and quantities are assembled and loaded on trailers. Notify responsible Munitions elements of discrepancies.

**1.7. Conventional Munitions Maintenance Element (MXMWPA) will:**

1.7.1. Review allocation database to ensure allocations are not exceeded.

1.7.2. Verify lot number and quantities of munitions delivered for assembly.

1.7.3. Ensure sufficient quantities of munitions are assembled to meet the weekly flying schedule, ATO/munitions load out (MLO). Apply Complete Round Code (CRC)/Weapon Stock Number (WSN), field or color codes to built-up assets as applicable.

- 1.7.4. Verify quantity of chaff, flare, Bomb Dummy Unit (BDU)-33s, etc. required to support flying schedule, check allocation database for remaining levels and build required amount. Update build/movement information in CAS.
- 1.7.5. Physically count chaff, flare, impulse cartridge expenditures and safing gear. Verify impulse cartridges and safing gear against expeditors CAS processed expenditures. Immediately bring other expenditure discrepancies to the attention of Munitions Control. Provide Munitions Operations with daily reconciliation sheet.
- 1.7.6. Perform post-load inspections on all conventional munitions, excluding trailers that went to the flightline and returned without deliveries or receipts of munitions. Notify Munitions Control of discrepancies discovered.
- 1.7.7. Resupply BDU trailers with BDU-33s, lugs and ARD impulse cartridges as directed by Munitions Control. Update Munitions Control with quantity by WSN and update CAS to include C-block information.
- 1.7.8. Maintain build sheets for assembled munitions until all weapons on the sheet have been expended. As a minimum, this sheet will include the date assembled, WSN/CRC generated from CAS, component lot numbers and date entered in CAS.
- 1.7.9. Perform 7-level check and document completion on build for assembled munitions.
- 1.7.10. Perform weekly inventory/status of trailers inside and directly outside Conventional Maintenance facilities and report findings to Munitions Control.
- 1.7.11. Validate monthly countermeasure download for CRC/WSN, field or color codes from downloads, verify with CAS and consolidate smaller lots as applicable.
- 1.7.12. Inventory all chaff/flare magazines on the Special Purpose Recoverables Authorized Maintenance (SPRAM) account within the MSA monthly. Provide inventory results to AMU Weapons expeditors or supervision via email or local tracking products such as a spreadsheet.
- 1.7.13. Document **Attachment 2**, *UALS/LALS Upload on 20mm Ammunition Load Sheet*. Load sheet will accompany each UALS/LALS. Additionally, document upload in 20mm ammunition tracking log and CAS. Maintain load sheet until all 20mm ammunition from belt is returned.
- 1.7.14. Process returned UALS/LALS and transcribe information to **Attachment 3**, *20mm Ammunition Tracking Sheet*. If required, reload UALS/LALS and place new 20mm ammunition load sheet in toolbox and update CAS.
- 1.7.15. Physically hand count, 20mm ammunition. Immediately notify Munitions Control of inventory discrepancies. Provide Munitions Operations with daily reconciliation sheet upon processing expenditures in CAS.
- 1.7.16. Perform post-load inspection of all LALS/UALS, excluding those returning from the flightline without munitions deliveries or receipts. Notify Munitions Control whenever discrepancies are discovered
- 1.7.17. Inventory all LALS/UALS within the MSA weekly.

**1.8. Munitions Line Delivery Element (MXMWPB) will:**

1.8.1. Maintain positive control and security of munitions at all times. Do not leave munitions unattended when outside a restricted area. When outside a restricted area, secure munitions IAW AFI 31-101 (e.g., constant observation and armed guards as required). When inside a restricted area, owner/user must provide security for munitions not loaded on aircraft.

1.8.2. Inventory loaded munitions trailers by CRC/WSN, color code or serial/lot number, quantity and type of munitions delivered to/from flightline. Provide results to Munitions Control.

1.8.3. Ensure **Attachment 2**, *UALS/LALS Upload on 20mm Ammunition Load Sheet*, are properly completed prior to transporting UALS/LALS.

1.8.4. Inventory all BDU-33 safing blocks, expended impulse cartridges and safing gear after each aircraft Go with AMU Weapons Section Expeditors.

1.8.5. Return all safing gear and munitions residue to applicable elements.

1.8.6. Ensure unserviceable munitions and/or equipment returned from the flightline is affixed with a properly filled out **Attachment 4**, *Air Force Technical Order (AFTO) Form 350, Reparable Item Tag*.

1.8.7. When CAS mobile connectivity is available, annotate munitions trailer/ALS movements to and from flightline locations.

1.8.8. When CAS mobile connectivity is unavailable, perform the below actions:

1.8.8.1. Contact Munitions Control via radio/telephone for direct input of munitions trailer/ALS movements to and from the flightline, and for munitions up/download to aircraft or trailer/ALS. Manually deliver the munitions movement sheet if necessary. Crews should always strive for near “real-time” reporting.

1.8.8.2. Ensure AMU Weapons Section Expediter prints name clearly on AF IMT 2434 during communication outages. Validate AF IMT 2434 for completeness, accuracy and legibility, and then deliver AF IMT 2434 and 4331 to Munitions Control.

**1.9. Precision Guided Munitions (PGM) Element (MXMWPC) will:**

1.9.1. Prepare captive air training missiles (CATM) to support weekly flying schedule.

1.9.2. Perform weekly inventory of trailers within the element’s area of responsibility and provide to Munitions Control.

1.9.3. Update Tactical Munitions Record System (TMRS) with missile flight information provided by Munitions Control.

1.9.4. Perform post-load inspections on all missiles, excluding trailers returned from the flightline without munitions deliveries or receipts.

### 1.10. AMU Weapons will:

- 1.10.1. Supervise accountability efforts and management of munitions on the flightline. These processes will strive to meet the Air Force goal to the maximum extent possible after last aircraft of each go has landed.
- 1.10.2. Use CAS to manage munitions upload, download, cross-load and expenditure data.
- 1.10.3. Perform munitions reconciliation after aircraft Go. Make every effort to process expenditure information in CAS as aircraft activity occurs throughout the flying day. As a minimum, process required transactions between aircraft Go's.
- 1.10.4. Ensure munitions are only loaded on aircraft scheduled to fly in support of the printed weekly flying schedule. As a general rule, these do not require downloading if aircraft is scheduled to fly within three consecutive flying days. 20mm ammunition may remain loaded unless aircraft is required for maintenance/serviceability inspections, or as directed by Munitions Flight.
- 1.10.5. Document **Attachment** 20mm ammunition upload and download on load sheet ().
- 1.10.6. In the event of 20mm ammunition jam during aircraft loading or downloading, Munitions Flight will deliver gun jam trailer containing M548 containers. Download partial loads from aircraft into M548 containers. Line Delivery will transport jammed UALS/LALS and jam trailer to Armament Flight (366 EMS/MXMR) for ammunition download.
- 1.10.7. Request munitions from Munitions Control NLT 6-hours prior to aircraft take-off time for heavy bombs and 20mm ammunition, and NLT 3-hours prior to aircraft take-off for CATMs, BDU-33s and countermeasures, based on weekly flying schedule. Coordinate flying schedule changes IAW the MHAFB Supplement to ACCI 21-165.
- 1.10.8. Annotate and attach an AFTO Form 350, *Reparable Item Tag*, (**Attachment 4**), to broken or suspect munitions, including training missiles, chaff/flare modules, cartridges from hung bombs and 20mm ammunition downloaded into M548 containers (one tag per can).
- 1.10.9. Coordinate TMU-72 argon coolant tank servicing with Munitions Control. To extent possible, exchange coolant tanks in quantities of 12 each.
- 1.10.10. Complete AF IMT 2434 with munitions currently loaded and expended on each aircraft after each Go. Send AF IMT 2434 to Munitions Control via fax, email or hard copy as soon as possible after each aircraft Go, but NLT 2-hours after engine shut down. The AF IMT 2434 will include cross-country or TDY aircraft. **Note:** It is essential during TDY tasking that expenditures and carry-forward munitions are tracked via AF IMT 2434. If no munitions personnel are TDY, turn AF IMT 2434 into Munitions Control the first duty day after aircraft return. Munitions will not be released for the next flying day until the AF IMT 2434 has been received and reconciliation is complete.
- 1.10.11. Ensure munitions are not delivered to unattended location/aircraft. Exceptions must be approved by Munitions Flight Supervision.

- 1.10.12. Record flights & hours for each CATM on AF IMT 2434.
- 1.10.13. Assist with completion of special inventories associated with restricted, suspended and/or one-time inspection of munitions, to include download, upload or cross-load as required.
- 1.10.14. Ensure munitions, trailer chocks and other accessories are secured IAW TO 11-1-38 or approved local guidance, prior to requesting movement of trailers. Munitions personnel will not hook up or move trailers unless/until munitions are properly configured and secured, and AFTO Form(s) 350 are attached if required.
- 1.10.15. Provide Munitions Flight with necessary parts required to maintain and repair chaff/flare modules assigned to each AMU.
- 1.10.16. Inventory safing gear, protective caps, BDU-33 safing blocks (C-blocks) and expended impulse cartridges and report shortages to Munitions Control. When munitions are expended, provide safing gear, protective caps, C-blocks and expended impulse cartridges to Line Delivery drivers. In the event of lost safing gear, protective caps, C-blocks and expended impulse cartridges, a lost tool/item report must be generated before like munitions or replacement safing gear are delivered.
- 1.10.17. Ensure all 20-flight missiles are downloaded for inspection as coordinated by Munitions Control. Weather delays or hangar aircraft preventing missile downloads will be taken into consideration for rescheduling of 20-flight downloads.
- 1.10.18. Download all countermeasures the first Friday of every month or as directed by Munitions Control to ensure inventory accuracy, as well as, enable consolidation of CRC/WSN, field or color codes.
- 1.10.19. Ensure personnel are trained in use of CAS. Document training in the Training Business Area (TBA) or other local product.
- 1.10.20. Request access to CAS system through Munitions Operations. Access will be requested and approved using a Memo for Record (MFR), from the workcenter supervisor, certifying all required CAS training has been accomplished
- 1.10.21. RSAF only:
  - 1.10.21.1. Capture munitions data on the AF IMT 2434 and ensure timely delivery to Munitions Control for processing in CAS.

## **2. Daily Reconciliation of Munitions:**

- 2.1. Reconciliation is a 2-part process that includes reporting and validating expenditures, as well as, accounting for/turn-in of safing gear and expendables; e.g., safing blocks, expended impulse cartridges, buffers, umbilical covers, etc., or any other accountable safing gear.
- 2.2. Reporting the expenditures of munitions aircraft should occur in near- real time to the maximum extent possible, striving to meet the Air Force goal of 1 hour to the maximum extent possible after the landing of the last aircraft from each Go
- 2.3. Weapons Expeditors will account for and turn-in safing gear and expendables to Line Delivery between aircraft Goes after processing expenditures in CAS.

- 2.4. Weapons Expeditors will calculate total expenditures by aircraft and annotate them on the AF IMT 2434, based on munitions loaded on each aircraft before take-off compared to munitions remaining after each Go. Expenditures will then be processed in CAS by weapons expeditors (excluding countermeasures and 20mm ammunition)
- 2.5. Munitions personnel will utilize completed AF IMT 2434 to validate expenditures during reconciliation, excluding countermeasures and 20mm.
- 2.6. Once all munitions have been accounted for by aircraft and expenditures are processed in CAS, consider reconciliation complete.
- 2.7. If discrepancies exist, refer to [1.5.5](#) for resolution.
- 2.8. Aircraft that did not expend munitions or fly, and are configured correctly for subsequent sorties based on the printed weekly flying schedule, or a coordinated AF Form 2407, do not require download if aircraft is scheduled to fly within 3 consecutive flying days.
- 2.9. Reconciliation is to be conducted by Munitions personnel and Weapons Expeditors.
  - 2.9.1. Munitions Control–DSN: 728-6221/1686, Comm: (208) 828-6221/1686
  - 2.9.2. Munitions Line Delivery–DSN: 728-4241, Comm: (208) 828-4241
  - 2.9.3. Munitions Flight Supervision–DSN: 728-3146/4306, Comm: (208) 828-3146/4306
  - 2.9.4. 389 AMU Weapons Section – DSN: 728-2669, Comm: (208) 828-2669
  - 2.9.5. 391 AMU Weapons Section – DSN: 728-2004, Comm: (208) 828-2004
  - 2.9.6. 428 AMU Weapons Section – DSN:728-2866, Comm: (208) 828-2866
  - 2.9.7. 366 OSS/OSK – DSN: 728-4707, Comm: (208) 828-4707

### 3. Argon Procedures:

- 3.1. Line Delivery or PGM personnel will ensure charged TMU-72 coolant tanks are provided to AMUs as required.
- 3.2. AMUs will validate “actual vs. indicated pressure” IAW **Attachment 5**, *Coolant Pressure Tank Temperature/Pressure Variation*, before returning coolant tanks for recharge. This action is the result of temperatures below 80 degrees F, the coolant tank “indicated pressure” decreases as temperature decline, thus delivering a pressure reading that is less than actual pressure present.
- 3.3. Exchange coolant tanks with each AMU on a one-for-one basis.
- 3.4. Return damaged coolant tanks to PGM element, with a properly filled out AFTO Form 350 ([Attachment 3](#)) for replacement.
- 3.5. Line Delivery personnel will deliver charged/properly packed containers of TMU-72 coolant tanks to flight line expeditors.
- 3.6. PGM element personnel will perform required maintenance on TMU-72 coolant tanks.

### 4. Controlling Expended Brass and Munitions Residue:

- 4.1. Treat all brass and munitions residue as live until certified as residue IAW T.O. 11A-1-60.

4.2. Munitions Flight will certify, seal and turn-in expended brass/residue to applicable agency.

4.3. Segregate and retain expended local purchase (non AF-owned) brass for the 428 FS until disposition is received from the Republic of Singapore Air Force (RSAF) personnel.

## **5. Management of Impulse Cartridges:**

5.1. For daily flying operations, Munitions Flight will deliver ARD impulse cartridges with bombs scheduled for expenditure.

5.2. In the event of a hung bomb, the following procedures will occur:

5.2.1. AMU Weapons personnel will segregate the expended/unserviceable impulse cartridge, notify Munitions Control immediately, and annotate and attach an AFTO Form 350 ([Attachment 4](#)).

5.2.2. Munitions Control will dispatch Line Delivery to pick up impulse cartridges with proper documentation for delivery to Conventional Maintenance.

5.2.3. Conventional Maintenance will determine serviceability of impulse cartridge. If cause was not due to human/aircraft error, submit an Ammunition Disposition Request (ADR). If cause was human/aircraft error, expend impulse cartridge against the appropriate AMU or return serviceable cartridge to service.

5.2.4. Munitions Control will not expend impulse cartridge identified as a malfunction and will follow-up with AMU Weapons personnel as to the cause and report findings to Munitions Supervision, Operations, Conventional Maintenance and 366 MXG/Load Standardization.

5.3. During exercise/contingency operations, Munitions Flight will mass issue impulse cartridges to AMU weapons section(s).

5.4. AMU Weapons Sections will maintain impulse cartridges for tank, racks and pylons on custody accounts and manage them IAW MHAFBI 21-203.

## **6. Emergency Issue:**

6.1. An emergency issue is an unforeseen requirement preventing a unit from performing its mission when the munitions item is to be installed or consumed within 12 hours of issue. Custodians must obtain approval for an emergency issue request, signed by the requesting unit's flight chief or designated representative. However, in cases of competing priorities, approval requests will be justified and approved, in writing, by the 366 MXG/CC or designated representative. Approval memorandum must contain:

6.1.1. Reason for emergency condition.

6.1.2. Aircraft tail number (applies only to Cartridge Actuated Device/Propellant Actuated Device (CAD/PAD)).

6.1.3. Stock number of item and quantity required.

6.1.4. Part number of item required.

6.1.5. Actual date part enters mission capable (MICAP) status (applies only to CAD/PAD).

6.1.6. Date/time item required.

## **7. Responsibility to Monitor Shelf/Service Life:**

7.1. Munitions Inspection Element will monitor shelf/service life items on base stock account (FV4897) or issued to custody accounts and tracked in CAS. Munitions Operations will notify custodians with shelf/service life assets on their account which are approaching expiration to turn in assets. Using organizations will then file an issue request with Munitions Operations for replacement items.

7.2. Shelf/service life items issued to Due-In from Maintenance (DIFM) accounts for time change are consumption issued (removed) from CAS at time of issue. Therefore, it is the using organization's responsibility to track shelf/service life IAW applicable technical data. When items require turn-in due to service life expiration, using organizations will request replacement items using issue request/turn-in procedures.

## **8. Forecasting and Disposition Requirements:**

8.1. Forecasts should not be straight-line unless mission requirements will remain the same for the entire 5-year forecast period. Requirements should consider the mission for each independent year and should stand alone. Forecasts must capture unit needs based on the overall fiscal year (FY) requirements.

8.2. Submit forecasts to Munitions Operations within the specified timeframe using the Agile Munitions Support tool (AMST). This timeframe is determined when instructions are received from MAJCOM. All forecasts must be submitted using valid authorization sourced from the Ground Munitions Authorization Table in AMST or other valid source (i.e. T.O. or AFI).

## **9. Post-Post Munitions Accountability:**

9.1. In the event of a CAS outage, and at the direction of the MASO, all Munitions Flight elements and AMUs/Weapons expeditors will initiate post-post actions IAW AFI 21-201, Attachment 2.

9.2. Upon notification to initiate post-post operations, all sections will ensure transactions are documented on AF IMT 4331. All AF IMT 4331 are controlled by the following serial number format:

9.2.1. Munitions Control: MC-01, MC-02, etc.

9.2.2. Conventional Maintenance (Bomb Build Ops): CM-01, CM-02, etc.

9.2.3. Conventional Maintenance (Chaff/Flare): CMCF-01, CMCF-02, etc.

9.2.4. PGM: PGM-01, PGM-02, etc.

9.2.5. PGM (20MM Ops): PGM20-01, PGM20-02, etc.

9.2.6. Storage: STOR-01, STOR-02, etc.

9.2.7. Line Delivery: LD-01, LD-02, etc.

9.2.8. Inspection: INSP-01, INSP-02, etc.

9.2.9. Munitions Expeditors(if applicable): 389FS-01, 389FS-02, 391FS-01, 391FS-02, etc.

9.3. All AF IMT 4331 should be delivered to Munitions Operations (Munitions Control after normal duty hours) hourly to be logged into the Post-Post log.

9.4. AMU/Weapons sections will utilize AF IMT 2434 and/or Weapons Load Sheets to track status and location of munitions under their control.

9.5. All sections will continue Post-Post operations until directed by the MASO to resume CAS usage, after Post-Post recovery is complete.

**9.6. Munitions Operations will:**

9.6.1. With coordination through the MASO, conduct a CAS recovery meeting with affected elements when CAS is restored. Discuss course of action and support required by all members of the recovery team.

9.6.2. Ensure Munitions Control notifies all elements to continue using serial number controlled Post-Post AF IMT 4331 when CAS is restored, until CAS recovery is complete and authorized by the MASO to resume CAS operations.

**10. Munitions Support:**

10.1. Organizations requiring munitions support should schedule it between 0800-1500 hrs, Monday-Friday, except holidays and down days.

10.2. Organizations requiring after-hours (contingency, emergency, etc.) munitions support must contact Munitions Control at DSN: 728-6221/1686, Comm: (208) 828-6221/1686 or the 366 FW Command Post at DSN: 728-5800, Comm: (208) 828-5800.

**11. Incidents Involving Munitions.** Notify Munitions Control immediately of any accident or incident involving munitions at DSN: 728-6221/1686, Comm: (208) 828-6221/1686.

CHRISTOPHER M. SHORT, Colonel, USAF  
Commander, 366th Fighter Wing

**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFI 21-201, *Conventional Munitions Maintenance Management*, 7 March 2012

AFMAN 33-363, *Management of Records*, 1 March 2008

ACCI 21-165\_MHAFBSUP(I), *Flying Programming and Scheduling Procedures*, 18 July 2012

MHAFBI 21-203, *Storage, Transportation, Handling, Accountability and Control of Impulse Cartridges*, 10 March 2011

TO 11-1-38, *Positioning and Tie-Down Procedures for Non-Nuclear Munitions*, 25 September 2012

TO 11A-1-60, *General Instructions Inspection of Reusable Munitions Containers and Scrap Material Generated from Items Exposed to, or Containing Explosives*, 27 August 2012

TO 00-20-9-WA-1, *Forecasting Replacement Requirements for Selected Calendar and Hourly Time Change Items*, 27 August 2012

***Prescribed Forms***

No forms are prescribed by this publication.

***Adopted Forms***

AF Form 847, *Recommendation for Change of Publication*

AF IMT 1297, *Temporary Issue Receipt*

AF Form 2407, *Weekly/Daily Flying Schedule Coordination*

AF IMT 2434, *Munitions Configuration and Expenditure Document*

AF IMT 4331, *Munitions Transaction Sheet*

AFTO Form 350, *Reparable Item Tag*

***Abbreviations and Acronyms***

**AAR**—After Action Report

**ADR**—Ammunition Disposition Request

**AFRIMS**—Air Force Records Information Management System

**AFTO**—Air Force Technical Order

**AMU**—Aircraft Maintenance Unit

**AMRAAM**—Advance Medium Range Air-to-Air Missile

**AMST**—Agile Munitions Support Tool

**AOR**—Area of Responsibility

**ATO**—Air Tasking Order

**ATR**—Allocation Transfer Request  
**BDU**—Bomb Dummy Unit  
**C-NAF**—Component Numbered Air Force  
**CAD**—Cartridge Actuated Device  
**CAS**—Combat Ammunition System  
**CATM**—Captive Air Training Missile  
**CONUS**—Continental United States  
**CRC**—Complete Round Code  
**DIFM**—Due-In from Maintenance  
**DOW**—Director of Weapons  
**FS**—Fighter Squadron  
**GACP**—Global Ammunition Control Point  
**LALS**—Linkless Ammunitions Loading System  
**MASO**—Munitions Accountable Systems Officer  
**MFR**—Memorandum for Record  
**MICAP**—Mission Capable  
**MLO**—Munitions Load Out  
**mm**—Millimeter  
**MSA**—Munitions Storage Area  
**MXG**—Maintenance Group (366 MXG)  
**MXL**—Wing Weapons Manager (366 MXG/MXL)  
**OOCR**—Out-of-Cycle Request  
**PAD**—Propellant Actuated Device  
**RDS**—Records Disposition Schedule  
**RSAF**—Republic of Singapore Air Force  
**SPRAM**—Special Purpose Recoverables Authorized Maintenance  
**TAC**—Tactical  
**TMRS**—Tactical Missile Reporting System  
**UALS**—Universal Ammunition Loading System  
**WSEP**—Weapons System Evaluation Program  
**WSN**—Weapon Stock Number

Attachment 2

CS-50 UALS/LALS LOAD SHEET

Figure A2.1. CS-50 UALS/LALS Load Sheet.

AMMO USE ONLY

**UAL/LAL#** \_\_\_\_\_

**UPLOAD**

	LOT	QUANTITY			DATE	INIT	MAN#
BELT 1							
BELT 2							
BELT 3							

**DOWNLOAD RETURN DATE** \_\_\_\_\_

	LOT	QUANTITY			DATE	INIT	MAN#
		EXP	LIVE	ADR			
BELT 1							
BELT 2							
BELT 3							

**AMMO USE THIS SIDE ONLY PLEASE**

**UALS/LALS 20mm Tracking Log Instructions:**

Precision Guided Munitions crews will use the following as a guide when completing the UAL/LAL data sheet. Each UAL/LAL operation will be documented each time a unit is downloaded or uploaded with 20mm ammunition.

**A2.1. Upload Procedures:**

- A2.1.1. Lot Block: 20mm lot number. Last 3 digits of the lot are acceptable.
- A2.1.2. Qty Block: Total qty of the belt being loaded.
- A2.1.3. Date Block: Date loaded into LAL/UAL.
- A2.1.4. Initial Block: Crew chiefs initials performing the operation.
- A2.1.5. Employee # Block: Crew chiefs employee number.

**A2.2. Download Procedures:**

- A2.2.1. Lot Block: 20mm lot number. Last 3 digits of the lot are acceptable.
- A2.2.2. Qty Block-Exp: Total number of expended rounds returned.
- A2.2.3. Qty Block-Live: Total number serviceable rounds returned.
- A2.2.4. Qty Block-ADR: Total number unserviceable rounds returned.
- A2.2.5. Date Block: Date UAL/LAL is being processed.
- A2.2.6. Initial Block: Crew chiefs initials performing the operation.
- A2.2.7. Employee # Block: Crew chiefs employee number.

**FIGURE A2.2 LOADERS.**

**LOADERS**

UAL/LAL# \_\_\_\_\_

	LOT	DATE	UNIT	A/C	KB	UP	DOWN	INIT	MAN#
BELT 1									
BELT 2									
BELT 3									

**UAL/LAL Data Sheet Instructions:**

Weapons Loading Section will use the following as a guide when completing the UAL/LAL data sheet. Load crew chief will document necessary data when accomplishing UAL/LAL operation each time an aircraft is downloaded or uploaded with 20mm ammunition.

**A2.3. Upload Procedures:**

- A2.3.1. Lot Block: 20mm lot number. Last 3 digits are acceptable.
- A2.3.2. Date Block: Date UAL/LAL used for upload.
- A2.3.3. A/C Block: Aircraft tail number.
- A2.3.4. KB Block: Number of "Kickbacks" back into the UAL/LAL.
- A2.3.5. UP Block: Total number of rounds uploaded into the aircraft.
- A2.3.6. Down Block: N/A
- A2.3.7. Initial Block: Crew chief initials.
- A2.3.8. Emp# Block: Crew chief's employee number.

**A2.4. Download Procedures:**

- A2.4.1. Lot Block: Lot number of downloaded 20mm ammunition.
- A2.4.2. Date Block: Date UAL/LAL was downloaded.
- A2.4.3. A/C Block: Aircraft tail number.
- A2.4.4. KB Block: N/A
- A2.4.5. Up Block: N/A
- A2.4.6. Down Block: Total qty downloaded into UAL/LAL.
- A2.4.7. Initial Block: Crew chief's initials.
- A2.4.8. Emp# Block: Crew chief's employee number.
- A2.4.9. Annotate bottom of form if M548 cans are used for downloading. Ensure AFTO Form 350 is filled out properly with, aircraft number, total rounds downloaded into cans, crew chief's employee number.



Attachment 4

SAMPLE AFTO FORM 350, REPARABLE ITEM TAG

Figure A4.1. Sample AFTO Form 350.

AFTO FORM 350  
20110414

PREVIOUS EDITION  
WILL BE USED

OMB NO. 0704-0188

**REPARABLE ITEM PROCESSING TAG**

Public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. Send comments regarding this burden estimate to any other aspect of this collection of information, including suggestions for reducing this burden, to Department of Defense, Washington Headquarters Services, Directorate for Information Operations and Reports, 1215 Jefferson Davis Highway, Suite 1204, Arlington, VA 22202-4302, and the Office of Management and Budget, Paperwork Reduction Project (0704-0188), Washington DC 20503. Please DO NOT RETURN your form/questionnaire to either of these addresses. Send your completed form/questionnaire to: Private Weapon System/End Item ALC Material Division and Control Office (MUCO).

1. JOB CONTROL NO.		2. I.D. NO./SERIAL NO.		3. TM	3A. SRD	4. WHEN DISC	
5. HOW MAI.	6. MOD.	7. WORK UNIT CODE OR LOGISTICS CONTROL NO.		8. ITEM OPER TIME		9. QTY	
10. FSC		11. PART/LOT NUMBER					
12. SERIAL NUMBER				13. SUPPLY STOCK NUMBER			
14. DISCREPANCY							
15. SHOP USE ONLY							
15A. DMC/ACT ID				15B. SHOP ACTION TAKEN			
TAG NO.		099805				AFTO 350 FT.1	
16. SUPPLY DOCUMENT NUMBER							
17. NOMENCLATURE							
18. PART NUMBER				18A. WORK UNIT CODE			
19. MSK							
20. ACTION TAKEN		21. QTY		22. RPC USE ONLY			
TAG NUMBER		099805				AFTO 350 FT.2	

AFTO 350 Information

**Item 1:** IMDS or MC2 JCN

**Item 2:** Aircraft Tail Number

**Item 3:** Quantity

**Item 4:** Missile Serial Number (S/N), TMU-72 S/N, Munitions CRC/WSN, Impulse Cartridge Lot Number, or Chaff/Flare Magazine S/N

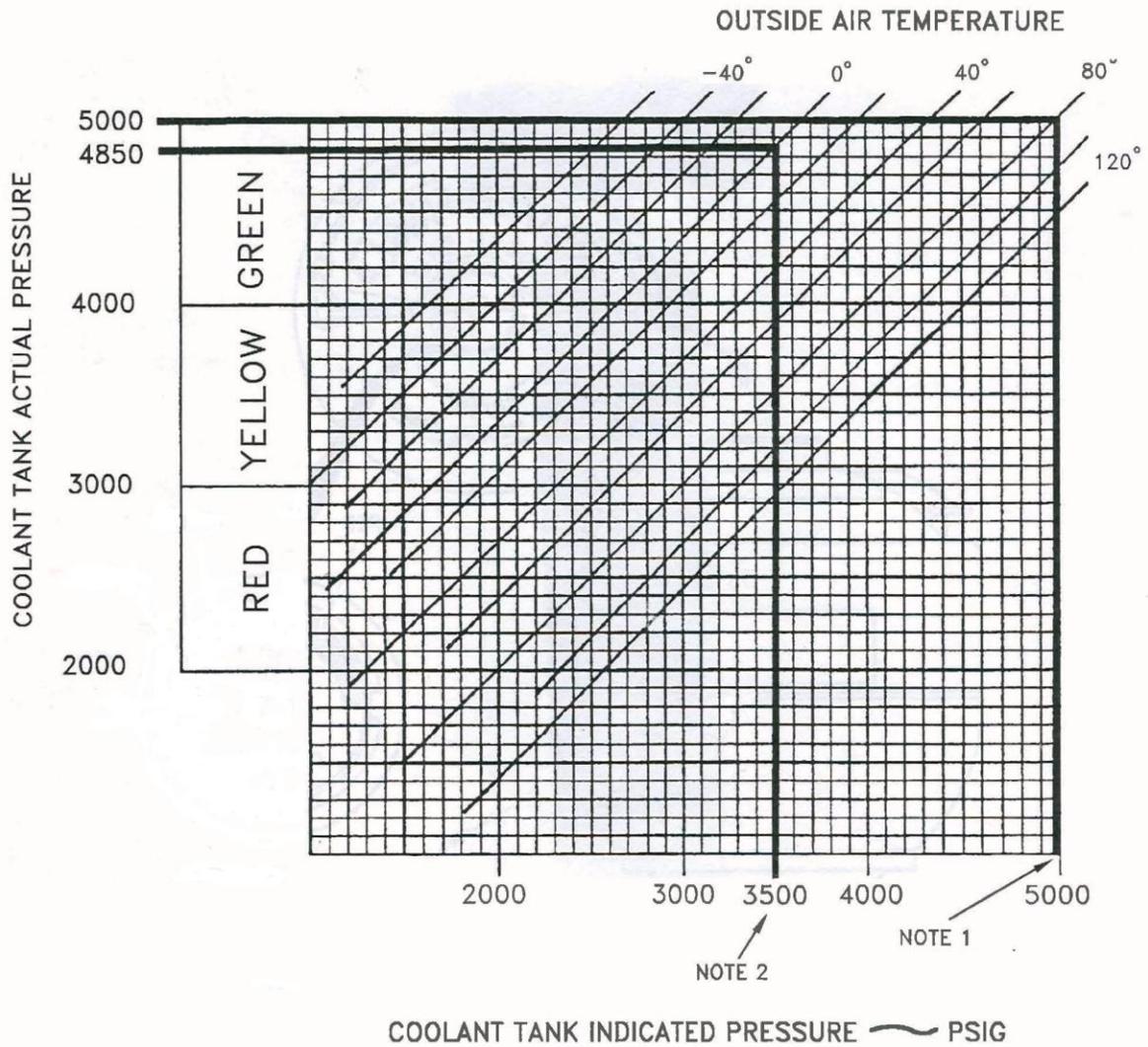
**Item 5:** Date, Weapons Crew Chief Name (printed and signed), duty phone, unit, discrepancy, station and launcher S/N as applicable

**Note:** If discrepancies exist on more than one aircraft/launcher, provide all aircraft tail #s/launcher S/Ns.

## Attachment 5

## COOLANT PRESSURE TANK TEMPERATURE/PRESSURE VARIATION

Figure A5.1. Coolant Pressure Tank Temperature/Pressure Variation.



## NOTES:

1. COOLANT TANK GAUGE INDICATES 5000 PSIG AT 80° F.  
COOLANT TANK ACTUAL PRESSURE 5000 PSIG.
2. COOLANT TANK GAUGE INDICATES 3500 PSIG AT 0° F.  
COOLANT TANK ACTUAL PRESSURE 4850 PSIG.