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SECRETARY OF THE AIR FORCE**

**DEPARTMENT OF THE AIR FORCE
MANUAL**



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**SMALL ARMS AND LIGHT WEAPONS
HANDLING PROCEDURES**

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This publication implements Air Force Policy Directive (AFPD) 31-1, *Integrated Defense* and Department of the Air Force (DAF) Instruction (DAFI) 31-131, *Combat Arms Training and Maintenance (CATM) Program*. This manual provides guidance on loading, clearing, issuing, and turning in of small arms and light weapons (SA/LW), to include non-lethal weapons, throughout the DAF. It applies to the entire DAF, including the Regular Air Force, the United States Space Force (USSF), the Air Force Reserve, the Air National Guard, all DAF civilian employees, and those with a contractual obligation to abide by the terms of DAF issuances, as well as personnel from other US military branches assigned or attached to DAF units or otherwise receiving or returning SA/LW from or to DAF armories or weapon storage facilities. **Note:** All references to United States Air Force (USAF) terminology, units, grades, and positions will also apply to the equivalent in the USSF, as appropriate. For example, references to Airmen will also apply to Guardians. Ensure all records generated as a result of processes prescribed in this publication adhere to Air Force Instruction 33-322, *Records Management and Information Governance Program*, and are disposed in accordance with the Air Force Records Disposition Schedule, which is located in the Air Force Records Information Management System. Refer recommended changes and questions about this publication to AF/A4SO, 1030 Air Force Pentagon Suite 5E1040, Washington DC 20330-1030, using DAF Form 847, *Recommendation for Change of Publication*; route DAF Forms 847 from the field through the appropriate functional's chain of command. This publication may be supplemented at any level, but direct supplements must not contain conflicting

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Chapter 1

ROLES AND RESPONSIBILITIES

1.1. Overview.

1.1.1. This manual supports a family of publications each containing its own purpose. This manual establishes processes and procedures for executing loading, clearing, issuing, and turning in of small arms and light weapons (SA/LW) under most circumstances. Use this publication in conjunction with DAFI 31-131, *Combat Arms Training and Maintenance (CATM) Program*, DAFMAN 31-131 **Volume 1**, *Combat Arms Training and Maintenance (CATM) Operations*, and DAFMAN 31-131 **Volume 2**, *Small Arms and Light Weapons Qualification Programs*. Personnel managing, performing, conducting, participating in, observing, and supporting CATM, and range operations must adhere to program requirements, policies, procedures, roles, and responsibilities outlined in DAFI 31-131, DAFMAN 31-131 Volumes 1-2, and this manual. **(T-1)**

1.1.2. This manual provides guidance on loading, clearing, issuing, and turning in of SA/LW, to include non-lethal weapons, close combat mission capability kit (CCMCK), and dry-fire training.

1.2. Director of Security Forces (AF/A4S) will:

1.2.1. Serve as the responsible policy office for small arms and light weapons (SA/LW) handling procedures.

1.2.2. Approve handling procedures and support material. To include unit-developed weapons handling procedures that are not addressed in this publication prior to implementation at the MAJCOM and or unit.

1.2.3. Author weapons handling procedures for approved SA/LW.

1.3. Major Command (MAJCOM) will:

1.3.1. Establish command supplement and or guidance, when required, for on-post procedures for clearing, loading, and arming configurations for weapons specifically identified in this publication (i.e., M24, M110A1, MK22, M249, M240B, M2A1, MK19, M3A1).

1.3.2. Review waiver requests applicable to this manual within the MAJCOM.

1.3.3. Coordinate on unit-developed handling procedures for weapons not addressed in this publication within the MAJCOM and forward to AF/A4SO for approval or disapproval.

1.3.4. Approve non-DAF Close Combat Mission Capability Kit (CCMCK) train-the-trainer course(s), when required.

1.4. Air Force Security Forces Center (AFSFC) will:

1.4.1. Develop handling procedures based on technical manuals and or technical orders and forward to AF/A4SO for approval or disapproval.

1.4.2. Review unit-developed handling procedures for weapons not addressed in this publication and forward to MAJCOM Security Forces (MAJCOM/SF) for coordination.

1.4.3. Maintain list of AF/A4S approved commercial-off-the-shelf (COTS) clearing barrels.

1.4.4. Review non-DAF CCMCK train-the-trainer courses and make a recommendation to the MAJCOM for approval or disapproval, as needed.

1.5. Commanders and Directors (or Equivalent) (as defined in AFI 38-101). Commanders at their respective levels are responsible for complying with guidance in this publication and ensuring weapons, weapon systems, modifications of weapons and weapons systems receive legal review for law of war compliance in accordance with DoDD 2311.01, *DoD Law of War Program* and AFI 51-401, *Law of War*. Furthermore, ensure the completion of legal reviews for all SA/LW modifications of existing weapons or uses not reasonably contemplated or authorized by prior legal reviews. Process requests through the DAF SA/LW – Enterprise Governance, which will be forwarded to AF/JAO, Operations and International Law Directorate, to ensure appropriate reviews (e.g., legal / Non-Nuclear Munitions Safety Board) are conducted prior to fielding. This includes ground-munitions, accessories and enablers that modify a previously approved weapon or weapon system, must receive law of war weapon legal review prior to procurement or employment.

1.6. Installation Commander will: Approve installation procedures and or guidance for on-post procedures for clearing, loading, and arming configurations for weapons based on local requirements or conditions specifically identified in this publication (i.e., M24, M110A1, MK22, M249, M240B, M2A1, MK19, and M3A1) through the base defense council and codify in the base defense plan (BDP). **Note:** Unique local procedures must be detailed in contingency plans, operating instructions, or other appropriate installation documents. See DAFMAN 31-101 Volume 1, *Base Defense Planning* for BDP requirements.

1.7. Unit Commanders will:

1.7.1. Designate individuals to perform armorer and clearing barrel attendant duties in writing. **Note:** Flight armorer(s) should be a senior airman or above while clearing barrel attendant(s) should be a staff sergeant or above.

1.7.2. Designate unit-trainers to provide armorer and clearing barrel attendant training to unit personnel in writing. Ensure the documentation appointing armorers and clearing barrel attendants is posted in the armory(s) and filed with the office of primary responsibility for each armory.

1.7.3. Ensure armorers and clearing barrel attendants are trained on handling procedures outlined in this manual and the operator’s manual for unit assigned SA/LW.

1.7.4. Designate clearing locations and ensure approved clearing barrels are available and located in the clearing zone.

1.7.5. Clearing zones should be located near the armory.

1.7.6. Consider the maximum range of the ammunition used, as well as the terminal effect or high explosives or both of munitions when selecting a designated clearing area.

1.7.7. Ensure that clearing zones are constructed in accordance with [Paragraph 2.6](#).

1.7.8. Ensure personnel who are found to have a “qualifying conviction” in accordance with the Gun Control Act of 1968 (Title 18 United States Code Section 922(g)(9) - also known as “the Lautenberg Amendment”), or who may otherwise be ineligible in accordance with DoD and DAFI guidance, including DoDI 6400.06, *DoD Coordinated Community Response to Domestic Abuse Involving DoD Military and Certain Affiliated Personnel*, do not access,

transport, or possess DAF-issued SA/LW or ammunition. Individuals with qualifying convections may not enter and or work within an armory.

1.7.9. Ensure individual SA/LW carried by DAF personnel for armed duty are zeroed for the individual carrying the weapon. **Note:** This does not apply to weapons with fixed or non-adjustable sights.

1.7.10. Ensure that the current DAF approved operator's manual (electronic preferred) for each model weapon maintained are available in each handling area or armory when the handling area is adjacent to the armory.

1.7.11. Ensure clearing barrels are affixed (e.g., bolted to the floor or wall) so that they do not fall over or move out of position.

1.8. Unit Trainers will:

1.8.1. Train appointed armorers and clearing barrel attendants in handling procedures outlined in this manual.

1.8.2. Document armorer and clearing barrel attendant initial and recurring training/certification in an automated training management system or paper-based, when approved.

1.9. Armorers will:

1.9.1. Ensure safe handling of weapons and follow the procedures outlined in this manual.

1.9.2. Verify each individual's authorization to receive a weapon(s), to include non-lethal or ammunition or both per DAFI 31-117.

1.9.3. Ensure each weapon is cleared before issue or turn-in and validate a clearing barrel attendant is posted.

1.9.4. Issue weapons butt first, muzzle elevated, slide or bolt to the rear, and safety or selector lever in the SAFE position, if the weapon design/operation permits.

1.9.5. Allow only one person at a time to approach the issue and turn-in area or window.

1.9.6. Visually inspect and clear each weapon to ensure ammunition is removed prior to storage. **Note:** Weapons are stored as outlined in the detailed handling procedures for each weapon in this manual.

1.9.7. Not engage in any other duties or functions during the period of weapons handling.

1.10. Clearing Barrel Attendants will:

1.10.1. Ensure safe handling of weapons and follow the procedures outlined in this manual.

1.10.2. Ensure individuals needing to clear SA/LW enter and exit the clearing zone only when directed.

1.10.3. Ensure individuals proceed directly to the clearing zone after receiving a weapon from the armorer.

1.10.4. Ensure all personnel approach the clearing barrel with their shoulder weapons at "port-arms" and handguns at "raised pistol" with the barrel pointed up and action open (if not loaded).

1.10.5. Ensure individuals keep the muzzle of their weapon centered in the clearing barrel aiming point and in line with the clearing barrel's long axis during loading and clearing procedures.

1.10.6. Ensure cleared weapons and munitions are returned to the armorer.

1.10.7. Always focus on the weapon handling actions of the individual loading or clearing the weapon. If the attendant needs to look at printed or posted loading or clearing procedures during the process or take their eyes off the person handling the weapon for any reason, they stop the individual loading or clearing at the step they have just completed, read the applicable step, return their eyes to the individual loading or clearing and direct them to proceed to the next step. 1.10.8. Not engage in any other duties or functions during the period of weapons handling.

1.10.9. Ensure ballistic resistant safety glasses meeting American National Standard Institute (ANSI) Z87.1 standards are available and in good condition.

Chapter 2

GENERAL GUIDELINES

2.1. General Guidelines. Personnel will use the following standardized procedures when handling or provided SA/LW by another service. **(T-1) Exception:** Air Force Office of Special Investigations (AFOSI) follow the handling procedures contained in AFOSI Manual (AFOSIMAN) 71-113-O, *Weapons, Arming, Search and Seizure, Apprehension, Arrest, and Use of Force*, insofar as they do not violate federal law or Department of Defense (DoD) guidance and coordinate changes with AF/A4SO prior to implementation.

2.1.1. Personnel must follow the procedures outlined in this manual during issue and turn-in and for specific loading and unloading/clearing procedures for each weapon. **(T-1)**

2.1.2. Personnel must return issued weapons to storage or relinquish custody to authorized personnel upon completion of duties. **(T-1) Note:** Personnel must first make the weapon safe by unloading and clearing before transferring to another individual. **(T-1)**

2.1.3. Personnel assigned to armories will control access to SA/LW and be familiar with requirements in Department of Defense Manual (DoDM) 5100.76_DAFMAN 31-101 Volume 2, *Physical Security of Sensitive Conventional Arms, Ammunition, & Explosives (AA&E)*; DAFI 31-131, *Combat Arms Training and Maintenance (CATM) Program*; DAFI 31-117, DAFMAN 21-209 Volume 1, *Ground Munitions*; and this manual. **(T-1)**

2.1.4. The use of the word "Armory" applies to all locations storing any quantity of SA/LW, regardless of their intended use or temporary or permanent status of the location.

2.1.5. Personnel will not consume alcohol or use over the counter drugs or prescription medications that impair their ability to handle a firearm while on duty, nor will they do so within eight-hours before duty or during firearms training per DAFI 31-117.

2.1.6. Units will coordinate unit-developed handling procedures for weapons not addressed in this publication with AFSFC/S4W, MAJCOM, and then forward to AF/A4SO for approval or disapproval. **(T-1)**

2.1.7. Individuals issued a weapon that will not be armed (see glossary) or will only participate in blank or dye-marking cartridge training are not required to be qualified per DAFI 31-131 or to have current Use of Force (UoF) training. However, military and DoD civilian personnel must comply with the Gun Control Act of 1968 requirements as outlined in DoDI 6400.06 and have a current Department of Defense (DD) Form 2760, *Qualification to Possess Firearms or Ammunition*. **(T-0)**

2.1.8. Refer to the Combat Arms Training and Maintenance (CATM) SharePoint site at CATM SharePoint to obtain the most current guidance, training materials, approved clearing barrels, and authorized accessories.

2.1.9. Store SA/LW in an approved storage rack or container, as outlined in DoDM 5100.76_DAFMAN 31-101 V2.

2.2. Zeroing SA/LW. The preferred method to accomplish zero is live fire. Machine guns, grenade launchers (GL), and unassigned SA/LW are previously zeroed either by live-fire, laser bore sighting, or at a minimum, mechanically zeroed and properly maintained to ensure the sight

settings are not changed. **Note:** The ideal method of accomplishing live-fire zero is to use the same type of ammunition carried for duty.

2.2.1. When there is an inadequate number of available weapons to individually assign and live-fire zero, commanders may approve the use of an authorized boresight to ensure the weapon is zeroed. If an approved boresight is not available, commanders may mechanical zero the weapon when all other methods are not feasible.

2.2.2. For contingency operations, all weapons carried by DAF personnel must be zeroed by the deploying individual prior to departing the home station or staging area. **(T-2)** If individuals cannot accomplish live-fire zero on assigned weapons that are pre-positioned at deployed locations, the SA/LW will be zeroed using an authorized boresight device or mechanical zero when all other methods are not feasible. Include guidance for these procedures in installation publications.

2.3. Standardized Safety Rules. At a minimum, personnel will comply with the following safety rules anytime they handle SA/LW. **(T-1)** Units will prominently display these safety rules in the same manner as the loading and clearing procedures covered in **Paragraph 4.2. (T-2)**

2.3.1. Treat all weapons as if they are loaded at all times.

2.3.2. Never point a weapon at anything you are not willing to shoot.

2.3.3. Keep your weapon on safe until you are ready to fire (does not apply to SA/LW designed without a manual safety or those directed to be carried in the “fire” position in this manual).

2.3.4. Keep your finger off the trigger until your sights are on target and you are ready to fire.

2.3.5. Positively identify your target and know what is around and behind it.

2.3.6. Never engage in horseplay while handling weapons.

2.4. Designating Armorers and Clearing Barrel Attendants. Armorers and clearing barrel attendants are not required to maintain qualification on all weapons they handle or supervise or both; however, they must be trained and certified by unit trainers on the handling procedures outlined in this manual or the weapon operator’s manual if not included in this publication. **(T-2)** **Note:** Armorers who are on temporary arming withdrawal (TAW) roster(s) are not permitted to perform these duties.

2.4.1. Armorers and clearing barrel attendants must successfully complete annual training and certification provided by certified unit trainers on each weapon they handle or supervise. **(T-2)** Armorer and clearing barrel attendant training must include the following:

2.4.1.1. Weapon safety. **(T-2)**

2.4.1.2. Loading, clearing, and unloading procedures for each weapon handled or supervised. **(T-2)**

2.4.1.3. Clearing barrel procedures. **(T-2)**

2.4.2. Document initial and recurring training/certification in an automated training management system or paper-based, when approved. **(T-2)** This training does not authorize armorers and clearing barrel attendants to be armed. If they have an arming requirement, individuals must meet the requirements outlined in DAFI 31-117 and DAFI 31-131 to be armed. **(T-1)**

2.4.3. Military and DoD civilian personnel performing armorer, clearing barrel attendant, and trainer duties must have a current DD Form 2760 and be in compliance with the Gun Control Act of 1968 and DoDI 6400.06 regardless of whether they will be armed as outlined in DAFI 31-117. **(T-0)**

2.5. SA/LW Handling Areas. The handling area is an area free from distractions and provides a safe environment for weapons loading and clearing. This area is usually close to the armory and contains one or more approved clearing barrels and “clearing zones.”

2.5.1. During field deployments or in-place relief of personnel, the commander must designate an area, or areas for weapons handling (loading or clearing) when a standard handling area with a clearing barrel is not available. **(T-3)**

2.5.2. Gun crews only live load and clear the M2A1 machine gun, MK19 machine gun, grenade launchers, and .50 caliber rifles in designated clearing area(s). Due to the maximum range and destructive capabilities of these weapons, clearing barrels are not used to load or clear these live munitions. The designated clearing area will be an open area, where in the event a round is discharged, the impact of the round(s) will cause minimal damage or chances of injury. **Note:** This requirement does not apply to real-world responses to imminent threats (see [Chapter 9](#)).

2.5.3. Special considerations for armed aircrew personnel.

2.5.3.1. Aircrew personnel and others on a military aircraft required to be armed for duty will load their SA/LW at an approved clearing area before boarding the aircraft. **(T-2)**

2.5.3.2. Individuals will not unload their weapons until they return to a DoD installation and are able to use an approved clearing zone and barrel unless this option becomes available at en-route stops. **(T-2)** If the aircraft makes en-route stops where SA/LW cannot be removed from the aircraft to be cleared as required in this manual, the aircraft commander may authorize temporary weapon storage in a loaded configuration in a locked container attached to the aircraft. If stored in a weapons case, the case will be locked and chained/secured to the aircraft. The aircraft commander will ensure all doors are locked and sealed prior to departing the aircraft and that weapons and ammunition are inventoried and accounted for upon return. **(T-2)**

2.5.3.3. Individuals will store handguns in the holster, without removing the weapon from the holster and magazine fed rifles/carbines (e.g., M4/M4A1) with the magazine removed before storing, with the loaded magazine(s) placed in a separate, locked container. **(T-2)** At no time will personnel attempt to clear, load or operate SA/LW onboard the aircraft unless it becomes necessary to employ proportionate force in self-defense, as authorized by law.

2.6. Clearing Zone. The clearing zone is the space inside the “red lines” within the weapons handling area, immediately surrounding the clearing barrel. The clearing zone must have red lines on the floor for easy identification. **(T-2)** Only the clearing barrel attendant and the individual clearing their weapon are allowed within the clearing zone during loading and clearing operations. All other persons waiting to enter the clearing zone will form a line outside the clearing zone. Field environments may use expedient measures like ropes or cones. The owning organization will construct clearing zones as follows:

2.6.1. A red line identifying the clearing zone is at least 4-inches wide. **(T-2) Note:** The line can be painted, taped, or incorporated into the floor tile pattern.

2.6.2. The line identifying the front of the clearing zone is at least 6-feet from the front of the clearing barrel. **(T-2)**

2.6.3. The clearing zone is at least 6-feet wide (3-feet on either side of the clearing barrel's centerline). **(T-2)**

2.6.4. The location of the clearing barrel cannot permit movement behind (to the rear of) the barrel. **(T-2)**

2.6.4.1. If the area behind the clearing zone is occupied, a barrier must be put in place to the rear of the barrel constructed of material that will prevent all calibers and types of ammunition loaded and unloaded at the clearing barrel from penetrating the barrier. **(T-2) Note:** Work with local civil engineers and use the criteria outlined in Unified Facilities Criteria (UFC) 4-179-02, *Small Arms Ranges* for overhead baffles, sidewalls, and splash back/splatter protection as a starting point.

2.6.4.2. If the clearing barrel is positioned against a wall, the clearing zone is extended to the wall, and the wall must be constructed of a material that will prevent all calibers and types of ammunition loaded and unloaded at the clearing barrel from penetrating the wall or the guidance in **Paragraph 2.6.4.1** must be followed. **(T-2)** Additionally, it is recommended the wall is covered with one-sheet of 3/4 inch plywood or similar material to reduce the possibility of ricochet and splatter (see UFC 4-179-02).

2.6.5. The clearing zone must be illuminated to provide sufficient lighting to view the chamber area of all SA/LW loaded and cleared at the location. **(T-2)**

2.7. Waiver Approval Authority (DAFMAN 31-131 V3). Units follow procedures outlined in DAFMAN 90-161 and provide final copy of approved waivers to the OPR at af.a4sopf.policybranchworkflow@us.af.mil.

2.8. Reports. Submit copies of any SA/LW discharge reports (accidental, negligent, unintentional, in-garrison, peacetime or deliberate) generated as a requirement of DAFI 31-117, AFI 31-118, *Security Forces Standards and Procedures* or DAFI 91-204, *Safety Investigations and Reports*, to AFSFC/S2 at afsfc.sfp@us.af.mil and AF/A4SO at af.a4sopf.policybranchworkflow@us.af.mil. AF/A4SO will review reports and determine if a safety messages and or changes is warranted.

Chapter 3

WEAPONS ISSUE AND TURN IN

3.1. Issuing SA/LW. The owning organization is to control all SA/LW issued to individuals by keeping a receipt showing the type of weapon (including model number), serial number, printed name, qualification expiration date and signature of the person to whom the weapon is issued. **(T-1)** Although butt numbers may be used to simplify record keeping, each receipt will bear the serial number of the issued weapon. **(T-1)**

3.1.1. SA/LW Hand Receipt. Use DAF Form 629, *Small Arms Hand Receipt*, to act as a receipt for issue of SA/LW to individuals who are frequently issued an assigned weapon, such as Security Forces. Once the form is complete, it is laminated or printed to prevent tampering and to preserve the form. Weapon qualifications expire the last day of the appropriate month; therefore, expiration dates may be shown as month and year (e.g., Dec 2023). Use of indefinite weapons qualification expiration dates is not authorized. The specific date is used.

3.1.2. Temporary Issue Receipt. Use DAF Form 1297, *Temporary Issue Receipt*, to act as a receipt for issue of SA/LW to individuals when the DAF Form 629 is not used. The owning organization is to ensure the DAF Form 1297 includes all the information required in **Paragraph 3.1** except for qualification expiration date(s). **(T-1)** The form also includes the date the weapon(s) were issued to the individual, the date they will be returned, as well as the printed name of the individual issuing the weapon(s). **Note:** During SA/LW training events, such as CATM qualification-training classes, all weapons for the class may be issued to one instructor or individual on an DAF Form 1297, who will maintain surveillance of all weapons issued to students. It is not necessary to have each student sign a separate receipt unless there will be no responsible individual appointed to maintain surveillance and accountability of all issued weapons. In this case, each student must sign a receipt. **(T-2)**

3.1.3. Units may use a memorandum to issue large quantities of SA/LW to individuals charged with providing protection and custody of these items. The memorandum includes all the information required in **Paragraph 3.1.2**. **(T-1)**

3.1.4. The armorer issues all ammunition and associated weapon system equipment, if not attached to the weapon system, to individuals prior to issuing them the weapon(s). After loading the weapons, and upon direction of the clearing barrel attendant, individuals proceed out of the clearing zone to the designated area.

3.2. Arming Authorization. The armorer verifies the arming authorization of the person(s) requesting a weapon through review of the signed, written authorization, as directed by DAFI 31-117. **(T-1)** Additions and deletions to the authorization throughout the month must be documented by the owning organization in accordance with the guidance contained in DAFI 31-117. **(T-1)** The armorer verifies each individual's current authorization to bear arms and checks any TAW roster before issuing SA/LW to any personnel.

3.2.1. For Security Forces (SF) personnel, regardless of who authenticates the authority to bear arms, the armorer confirms each individual's authorization to draw a weapon or ammunition at the time of issue. For on-duty SF personnel, this confirmation is usually accomplished by reviewing the duty roster. Additionally, prior to issuing a weapon to Security

Forces personnel, the armorer must ensure the individual is not currently listed on a TAW roster. **(T-1)**

3.2.2. For weapons courtesy stored in Security Forces or other armories, commanders owning the SA/LW provide the supporting armory a listing of individuals authorized to remove their unit's weapons from the armory.

3.3. SA/LW Turn-In. When returning SA/LW to the armory, the clearing barrel attendant shall monitor all weapons handling and clearing procedures. **(T-1)** After clearing the weapons, and upon direction of the clearing barrel attendant, individuals must proceed directly to the turn-in point with weapons held at port-arms or raised pistol, and with the action open. **(T-1)** Individuals turn-in their weapons to the armorer, butt first and muzzle elevated and return munitions and related equipment.

Chapter 4

CLEARING BARRELS

4.1. Clearing Barrels. Only use clearing barrels outlined in this chapter in designated clearing zones. Clearing barrels must be used for arming and clearing except as noted in [Paragraph 2.5.1](#) and [Paragraph 2.5.2](#). **(T-2)** All clearing barrels are checked for serviceability annually. **(T-2)** Document the annual check on a DD Form 1574, *Serviceable Tag*, and affix the form to the clearing barrel. When the form is full, replace it with a new form and retain the old form in the section's safety book until the new form is full and replaced.

4.1.1. Commercial-off-the-Shelf (COTS) Clearing Barrels. Approved COTS clearing barrels are listed on the CATM SharePoint site. Units may request approval of additional COTS clearing barrels from AF/A4SO. Unit commanders submit requests electronically with documentation on the specifications and design of the barrel/device to AFSFC/S4W for review. AFSFC/S4W provides AF/A4SO a recommendation for approval or disapproval.

4.1.2. Locally Constructed Clearing Barrels. Units will first consider COTS (preferred) clearing barrels when replacing locally constructed barrels. If needed, commanders may approve use of locally constructed clearing barrels. If approved, units will construct clearing barrels by filling 30-gallon, metal containers with pea gravel or sand and be at least 14-inches wide and 24-inches deep. **(T-2)** If sand is used instead of pea gravel, ensure the sand stays dry.

4.1.3. For all clearing barrel types (locally constructed or COTS), unless otherwise stipulated, unit commanders will ensure each clearing barrel:

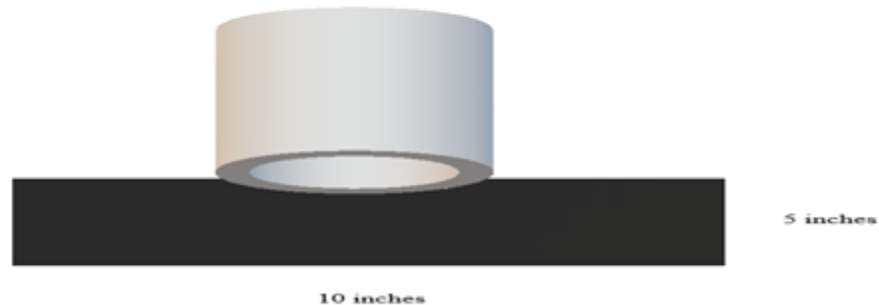
4.1.3.1. Is fastened at a height and angle to permit safe and smooth weapons clearing. **(T-3)**

4.1.3.2. Has a tray with rubber matting affixed under the aiming point of the barrel to prevent dropped rounds from falling to the ground. **(T-3)** The tray must be at least 10-inches in length, and 5-inches in width. (see [Figure 4.1](#)). **(T-3)**

4.1.3.3. Has the floor area below the clearing zone covered by rubber or other resilient matting to help prevent damage or primer detonation of a dropped round. **(T-3)** **Note:** This refers to the entire area inside the clearing zone, as defined in [Paragraph 2.6](#) and [Paragraph 2.6.3](#).

4.1.3.4. Has an aiming point in the center of the front lid at least 4-inches in diameter and 1-inch in depth, but not exceeding 4-inches deep (not applicable to COTS clearing barrels). **(T-3)**

4.1.3.5. Has a ¾-inch piece of plywood or thick rubber matting (at least ¼-inch thick) covering the diameter of the container fitted directly behind the lid to reinforce it against muzzle blast (not applicable for COTS clearing barrels). **(T-1)**

Figure 4.1. Clearing Barrel Tray Dimensions (Top View).

4.2. Written Procedures. Commanders will post written loading and clearing procedures, above each clearing barrel for each type of government weapon (to include non-lethal weapons) routinely loaded and cleared at the location. **(T-2)**

4.2.1. Procedures may be printed on charts or interchangeable cards; however, the print must be large enough to ensure easy reading from inside the clearing zone. Units may also use electronic methods to display loading and clearing procedures, such as a large screen monitor, provided the display can be paused on the procedures for the specific model weapon being loaded/cleared and a printed version is available in the event of a power failure.

4.2.2. In overseas locations, commanders will display the written loading and clearing procedures in the host-nation language if host-nation personnel use the US armory or handling area. **(T-2)**

4.2.3. Hand-held, laminated cards or checklists may be used by the clearing barrel official in less permanent clearing areas such as field conditions and for infrequently used weapons (less than twice a month on average).

4.3. Armory Clearing Barrel. Armories must contain a clearing barrel to facilitate weapons inspections at issue and turn-in. **(T-1)** This barrel must be an approved COTS barrel or a locally constructed barrel meeting the requirements of **Paragraph 4.1.3** and subParagraphs other than the tray requirement in **Paragraph 4.1.3.2**. **Note:** Five-gallon inspection barrels are not authorized.

4.3.1. Securely fasten the barrel on the floor, a wall or ceiling near the issue window, at a height and angle permitting safe and smooth weapons inspections.

4.3.2. Personnel will not load or unload SA/LW with live ammunition inside armories. **(T-1)**

Chapter 5

BLANK AMMUNITION, DYE-MARKING CARTRIDGES AND EXERCISE SAFETY

5.1. Blank and Dye-Marking Ammunition. Individuals participating in training with these munitions must be familiar with all safety requirements, have a working knowledge of the weapon, and be able to distinguish between live, dye-marking, non-lethal, and blank ammunition. **(T-1)**

5.1.1. Individual units will provide their own training to emphasize safe handling, weapon operation, use of blank ammunition and operator maintenance. **(T-3)** Unit training personnel document this training in an automated training management system or paper-based, when approved. **(T-2)** Unit training personnel accomplish training annually and document training as long as the requirement continues to exist. Units should contact their local CATM section for support.

5.1.2. Dye-marking munitions are used with the CCMCK to provide non-lethal force-on-force training capabilities. All personnel conducting or participating in CCMCK training must meet the requirements outlined in **Chapter 6** of this manual. **(T-1)**

5.1.3. Store blank/dye-marking ammunition in separate containers from live ammunition.

5.1.3.1. Blank/dye-marking ammunition and live ammunition will not be stored side-by-side. **(T-2)**

5.1.3.2. Blank/dye-marking ammunition containers and weapon magazines will be marked in a manner making them easily identifiable as containing non-live ammunition. **(T-3)**

5.1.3.2.1. Consider painting a blue, two-inch wide stripe across the top of the blank/dye-marking ammunition container.

5.1.3.2.2. For weapons with magazines, consider distinctive two-inch wide, blue stripe painted or taped around the bottom of the magazine for blank/dye-marking ammunition use.

5.1.4. During any exercise where blank and or dye-marking ammunition is used the officer in charge or noncommissioned officer in charge will:

5.1.4.1. Physically inspect all exercise participants to ensure they are not carrying live ammunition. **(T-2)**

5.1.4.2. Inspect ammunition and magazines to ensure only blank/dye-marking ammunition is employed. **(T-2)** This will include a joint inspection with the armorer when ammunition is issued from and turned into the armory. **(T-2)**

5.1.4.3. Ensure all exercise participants are aware of the physical differences between live, dye-marking, non-lethal and blank/dye-marking ammunition and can readily identify each. **(T-2)**

5.1.4.4. Brief all exercise participants that weapons loaded with blanks and equipped with blank firing attachments or adapters, are not to be pointed and fired at any individual within 20-feet of the muzzle unless technical data dictates a greater distance. **(T-2)**

5.1.4.5. Notify all exercise participants of the means used to identify individuals and weapons armed/loaded with live ammunition. **(T-3)** **Note:** Consider the use of reflective

vests for armed personnel and brightly colored reflective tape for SA/LW carrying live ammunition.

5.1.4.6. Ensure that all weapons are cleared, and barrels are checked after all exercises and training with dye-marking cartridges by inserting a cleaning rod the entire length of the bore to ensure no dye-marking rounds are lodged in the bore upon completion of training. **(T-1) CAUTION:** This step is critical to avoid catastrophic failure of the weapon due to an obstructed bore.

5.2. Training/Exercise Safety and Operating Instruction (OI). Prior to conducting training or exercises, units must develop and implement written guidance outlining all aspects of the training/exercise program, required and optional safety equipment, SA/LW safety tailored specifically to exercises or training, CCMCK training/exercises (to include firearms safety tailored specifically to CCMCK/dye-marking training), and the authorized uses of the CCMCK and training on-duty in accordance with this manual. **(T-2)** The Security Forces/CATM organizational commander must approve this OI and the unit must coordinate it with the local wing/base safety office. **(T-3)** At a minimum, the guidelines are as follows:

5.2.1. Establish local procedures for conducting exercises or training with blank or dye-marking ammunition or both. **(T-3)** Use a designated disinterested official to certify only blanks or dye-marking ammunition or both are loaded. **(T-1)**

5.2.2. Establish local procedures for conducting exercises or training where live ammunition is present for guard or security purposes. **(T-3) Note:** Absolute control of the training environment is critical, as weapons with CCMCKs installed look almost identical to real-world weapons. A real-world response into the play area would be disastrous.

5.2.2.1. Personnel who are armed will not participate in blank or dye-marking training, including performing range safety official duties. **(T-1)**

5.2.2.2. During blank or dye-marking, armed personnel will not be in the immediate area where training is conducted and must be at least 25-meters from the active training area (location of students and range safety personnel). **(T-1)**

5.2.3. Address procedures for clearing and converting weapons prior to entering the training or exercise area(s) and procedures for clearing weapons (removing ammunition) prior to leaving the training or exercise area upon completion of any scenario. **(T-3)**

5.2.4. Ensure exercise area weapon storage procedures are addressed. **(T-3)**

5.2.5. Establish emergency notification procedures prior to the exercise should an accident or incident occur. **(T-3)** Include at a minimum: Base Defense Operations Center (BDOC), command post, medical, fire, Explosive Ordnance Disposal, safety, and local authorities (if off the installation). Ensure the BDOC knows the exercise location.

5.2.6. Establish a single point of entry and exit for participants, to include responding Security Forces, to the exercise or training area to facilitate positive control over weapons and ammunition entering and leaving the sanitized area. **(T-3)** The officer in charge/NCOIC or Chief Range Officer (CRO) is responsible for ensuring that entry requirements include inspection of all pockets, pouches and gear for real-world knives, weapons, ammunition or other hazardous or dangerous items and confiscate these items until completion of all training or the end of the exercise. **(T-3)**

5.2.7. Ensure exercise participants do not have live ammo on their person when performing blank/dye-marking training within a training or exercise area. **(T-3)** Ensure all training/exercise participants are aware of the physical differences between live and dye-marking ammunition and can readily identify both. **(T-1)**

5.2.8. Establish weapons and ammunition turn-in procedures in the event an exercise participant becomes injured, sick, or incapacitated for any reason. **(T-3)**

5.2.9. Establish local procedures ensuring accountability of exercise or training ammunition and weapon conversion kits, as required. **(T-3)**

5.2.10. Establish a training and certification program for exercise or training supervisors and range safety officials, as required for CCMCK in accordance with DAFMAN 31-131 V1.

5.2.11. Appoint, in writing, exercise or training supervisors, ammunition custodians and personnel armed with live ammunition. **(T-3)**

5.2.12. Ensure radio contact is maintained with the exercise/training area and BDOC during all exercises if exercises are on base. **Note:** If exercises are conducted off installation, telephonic contact with BDOC will suffice. **(T-2)**

5.2.13. Ensure personnel in the exercise who are armed with live ammunition for force or personal protection are clearly identifiable as containing live ammunition. **(T-3)**

5.2.14. Each training/exercise session, the OIC, NCOIC or CRO will provide a safety briefing to all range officials, students, and armed guards. This briefing must include at a minimum: weapons safety procedures, minimum engagement distances, cease fire procedures, emergency procedures, range commands (if applicable) and inclement weather procedures. **(T-3)**

5.2.14.1. Brief exercise participants that weapons loaded with dye-marking rounds are not to be pointed or fired at any individual within 1.52-meters or 5-feet. **(T-0)**

5.2.14.2. Brief participants that intentional shots with dye-marking rounds above the neck during force-on-force training/exercises are not authorized. Shooters will not intentionally fire at the head or face of other personnel. **(T-0)**

5.2.15. Establish required safety equipment when using dye-marking rounds in accordance with this manual. The officer in charge or NCOIC will inspect and ensure CCMCK safety equipment is authorized per TO 11W2-9-4-11 *Technical Manual Operator's Manual For Close Combat Mission Capability Kit (CCMCK)* and/or the manufacturer's guidance before each use for all personnel within the training/exercise area. **(T-1)** **Exception:** Units must use approved goggles (not spectacles) listed on the Authorized Protective Eyewear List (APEL) per DAFMAN 48-123, *Medical Examinations and Standards*. Range/Exercise officials will ensure shooters wear/use all safety equipment properly. **(T-1)** Safety equipment must protect eyes, face, ears, throat, head, hands, and groin. **(T-2)**

5.2.16. Ensure CCMCK training/exercise areas are identified and located away from populated areas. Establish a 75-meter radius safety area around the entire CCMCK training area (area where CCMCK rounds are fired). If space is available, increase this radius up to 300-meters. No weapons will be fired outside the training area. Marking rounds are non-lethal but the safety area is intended to prevent non-players, without protective equipment, from being hit with dye-marking rounds. Units must conduct operational risk management analysis when establishing the safety area and identify the overall risk before approval. **(T-2)**

5.2.17. Range officials establish rules of engagement, and all range officials and participants review them prior to training or exercises. Range safety officials will strictly enforce these rules. **(T-3)**

5.2.18. Include care/cleaning guidance for small arms (additional to operator's manual), conversion kits and protective equipment in the local OI. **(T-3)**

5.2.19. An officer or noncommissioned officer will inspect ammunition and magazines to ensure only dye-marking cartridges are employed when using CCMCK. **(T-1)** This should include a joint inspection with the armorer when ammunition is picked up or turned in.

5.2.20. Establish expended small arms cartridge case collection and turn-in procedures. **(T-1)**

5.2.21. Training or Exercise Area. Training/exercise areas will be identified and approved jointly by all organizations using the site. **(T-3)** A list of approved sites will be listed in the local OI.

Chapter 6

CLOSE COMBAT MISSION CAPABILITY KIT (CCMCK) TRAINING

6.1. Overview. Personnel may use approved dye-marking cartridges and CCMCKs to conduct force-on-force and shoot, move and communicate training once they have met all training and certification requirements. The CCMCK allows force-on-force close combat training by temporarily converting small arms (M16/M4, M249, M9, M11 and M17/M18) to fire low-velocity dye-marking ammunition. The system allows normal weapon operation and employment cues such as aiming, firing, force-on-force training, and interactive live-fire scenario execution.

6.1.1. Personnel must use TO 11W2-9-4-11 in conjunction with this manual when planning, resourcing, and conducting dye-marking cartridge training. **(T-1) Note:** In the event of any differences in procedures between the TO and this manual, the guidance in this manual takes precedence and units/personnel comply with the procedures contained herein. During conduct of training, range/training officials must have a copy of TO 11W2-9-4-11, this instruction and the local operating instruction available at the training location, within the training area. **(T-3)**

6.1.2. The only approved weapon CCMCKs, munitions and safety equipment are those listed in TO 11W2-9-4-11. **(T-1) Exception:** Units must use approved goggles (not spectacles) listed on the APEL per DAFMAN 48-123. The use of any other conversion kit(s) or munition(s) is not authorized. **(T-1)**

6.2. Background. Most small arms ranges cannot accommodate live-fire training involving shooter movement forward of the firing line or transversely beyond the width of individual firing positions. This prevents units from conducting tactical or shoot and move training. Additionally, conducting this type training with operational ammunition presents a very high risk of injury or death to personnel. The CCMCK and associated dye-marking ammunition virtually eliminates these risks. The CCMCKs are designed to look, feel, function, and have the same balance and safety features as standard service weapons. By utilizing dye-marking cartridges and CCMCK systems, it is possible to provide realistic “Shoot-No-Shoot” training in a myriad of environments, with variable, unpredictable threats. One of the most effective uses of the CCMCK is to conduct tactical and force-on-force training at base level. Units should use a progressive approach to implementing force-on-force training by providing training through dry-fire drills and use of blanks or on simulators or both before conducting this type training.

6.3. System Description.

6.3.1. Dye-marking cartridges consist of a modified cartridge case, a sabot and a thin-walled plastic projectile containing a detergent-based or wax-marking compound. Cartridges are propelled by a small quantity of propellant. The amount of propellant results in a projectile driven at a slower velocity with reduced energy. Weapon cycling occurs because the cartridge case is free to slide rearward over the sabot during firing, resulting in a straight blowback action. **Note:** Dye-marking cartridges from different manufacturers are not interchangeable. Units may not purchase cartridges through the COTS process that are centrally procured and available through the munitions supply system. **(T-0)** Refer to the Ground Munitions Authorization Table (GMAT) found within the Agile Munitions Support Tool located at <https://ammo.sso.cce.af.mil/wm> for specific authorizations.

6.3.2. In the M4/M4A1 series weapons, the CCMCK replaces the bolt carrier group to allow firing 5.56mm dye-marking cartridges without additional modifications. This kit can utilize normal service magazines (the type employed for operational use).

6.3.3. The M9, M11, and M18 handgun CCMCKs consist of a replacement barrel assembly that will not chamber conventional 9mm cartridges.

6.3.4. Conversion kits only replace internal parts of the weapon and are not easily distinguishable from operational firearms. Only trained personnel, familiar with the system, are authorized to install the CCMCK. **(T-2)**

6.4. Employment. CCMCK training enables realistic training in areas that were previously limited or nonexistent. Dye-marking cartridges are authorized for the following types of training:

6.4.1. Military Operations in Urban Terrain.

6.4.2. Prime Nuclear Airlift Forces, Launch Facility, Weapons Storage Area, Convoy Exercises and Air Base Defense.

6.4.3. Training Using the Full UoF Continuum.

6.4.4. Firearm Retention Drills.

6.4.5. Routine and Felony Traffic Stop Training.

6.4.6. Judgmental Shooting (e.g., shoot/don't shoot scenarios).

6.4.7. Emergency Services Team Scenarios.

6.4.8. Building/Room Clearing.

6.4.9. Active Shooter/Hostage Rescue.

6.4.10. Aircraft/Vehicle/Bus/Boat Assaults.

6.4.11. Fire-Team/Squad Close Quarters Combat.

6.4.12. Flight Deck Denial (Raven, Fly Away Security Team).

6.4.13. Shoot, Move and Communicate Training.

6.5. Implementation.

6.5.1. Personnel. Personnel responsible for implementing training and exercise scenarios using the CCMCK (instructing or performing CRO/Range Safety Officer [RSO] duties) must complete training by either attending a MAJCOM approved course or unit developed train-the-trainer course. **(T-2) Note:** The typical method of implementing CCMCK training is through a unit developed train-the-trainer course and CATM certification. This training will be documented in the individual's training record. **(T-2)**

6.5.1.1. After completing training, personnel must be certified by CATM on installing and removing the CCMCK, required maintenance of the CCMCK and weapons in which they are used, and meet CRO/RSO requirements outlined in DAFMAN 31-131 V1. **(T-2)**

6.5.1.2. CATM may document this training on an AF Form 483 or locally developed form.

6.5.2. Personnel are not required to be weapons qualified on the weapon(s) utilized for CCMCK training to participate in the training/exercise. However, they must be trained on

weapons safety and operator mechanical skills (e.g., loading, clearing, unloading, reloading, immediate action, ammunition identification/use). **(T-1) Exception:** Personnel who are currently qualified on the weapon by CATM do not require this portion of training. Units will document this training. **(T-3)** This training must be conducted by a unit NCO who is currently qualified on the weapon(s) they train. **(T-3)** Individual units must provide their own training to emphasize safe handling, weapon operation, use of dye-marking cartridges and operator maintenance. **(T-3)** Units should contact their local CATM section for support in properly setting up CCMCK training.

6.5.3. Although a small arms range is not required (and is discouraged) for conducting CCMCK training, CRO and RSO skills are necessary to ensure the safety of personnel participating in training. **Note:** See DAFMAN 31-131 V2 for additional guidance on implementing the Security Forces SMC Course.

6.5.4. All personnel participating in CCMCK training must be familiar with all safety requirements, utilize required personnel protective equipment and be able to distinguish between live and dye-marking ammunition. **(T-1)** Personnel will follow standardized Air Force weapons handling procedures outlined in this manual.

6.5.5. Safety. Only approved dye-marking ammunition and properly modified weapons are authorized for use in the CCMCK training/exercise area. The NCOIC or CRO will ensure that dye-marking ammunition is loaded in properly approved magazines in the training/exercise area only. The NCOIC, CRO or designated NCO will visually inspect all loaded magazines prior to commencement of each day's exercise/training. Magazines used in CCMCK training will be kept separate from magazines used for blank and live fire rounds. Personnel conducting unit training will follow the procedures outlined in TO 11W2-9-4-11 and this manual (see [Chapter 5](#)). **(T-1)** Personnel conducting/supervising CCMCK training will ensure that all weapons are cleared, and barrels are checked by inserting a cleaning rod the entire length of the bore to ensure no dye-marking rounds are lodged in the bore upon completion of training. **(T-1)**

6.5.6. CCMCK Exercises/Training (shooting at personnel). During exercises/training, all personnel entering the exercise/training area must wear safety equipment. **(T-2)** The NCOIC/CRO will brief all personnel on the boundaries of the exercise area and will ensure all personnel within those boundaries wear safety clothing and gear. The minimum mandatory safety equipment includes single hearing protection (earplugs), approved CCMCK facemask (listed in TO 11W2-9-4-11), standard combat helmet, standard gloves (e.g., Nomex[®], issued winter gloves), approved goggles (not spectacles) listed on the APEL per DAFMAN 48-123, groin protection, and a single layer of clothing (Operational Camouflage Pattern [OCP] or similar uniform) with sleeves rolled down. Use of operational equipment such as individual body armor and load bearing vest/load bearing equipment is recommended to ensure training is realistic. Commanders determine the appropriate balance of protection versus realism. Overuse of protection (e.g., excessive layering of clothing) may detract from realism. All personnel who participate in force-on-force, dye-marking cartridge training (exercise participant, exercise supervisor or observer) must wear the mandatory safety equipment. **(T-2)**

6.5.7. Marksmanship/SMC Training (shooting at non-human targets). When training is limited to firing marking cartridges at paper or non-human targets (pointing weapons or firing at personnel prohibited), safety equipment for shooters may be limited to the following items,

single hearing protection, authorized uniform, gloves, eye protection (listed on APEL) and helmet listed in TO 11W2-9-4-11. Use of operational equipment such as individual body armor and load bearing vest is highly recommended to ensure training is realistic. Commanders determine the appropriate balance of protection versus realism. Range safety officials must wear eye protection, hearing protection and an authorized uniform, but other CCMCK safety items are optional. **(T-2)** During this type of training, range safety officials will not allow students to point their weapons at other personnel or themselves for any reason. **(T-1)** Safety rules and enforcement are the same as when training with live ammunition.

6.5.8. Equipment Maintenance. Owning units will maintain all weapons, CCMCK conversion kits and safety equipment in strict compliance with TO 11W2-9-4-11. **(T-2)** Units provide resource protection for dye-marking cartridges and adapter kits in accordance with guidance for like items as outlined in DoDM 5100.76_DAFMAN 31-101 V2. **Note:** Small arms require special preventive maintenance before, during and after use of dye-marking cartridges. These procedures are outlined in TO 11W2-9-4-11 and units must follow this guidance. **(T-2)** Failure to follow the TO procedures will cause stoppages in the weapon(s) and may prevent proper functioning when the weapon(s) are returned to operational use. The TO also contains guidance for cleaning the safety equipment and personal hygiene procedures.

6.5.9. Munitions Management. Units follow the guidance in DAFMAN 21-201, *Munitions Management* for procurement, storage, inspection, and disposition of dye-marking cartridges.

6.6. Care of Small Arms, CCMCK Conversion Kits and Protective Equipment. Small arms require special preventive maintenance when using dye-marking cartridges. Units will ensure the procedures identified in the weapon operator's manual and TO 11W2-9-4-11 are followed to prevent injury to personnel or damage to equipment. **(T-1)** Units must develop procedures to clean and inspect protective equipment using the guidance in TO 11W2-9-4-11. **(T-3)** Include care/cleaning guidance for small arms (additional to operator's manual), conversion kits and protective equipment in the local OI. **(T-3)**

Chapter 7

DRY-FIRE WITH LASER ROUNDS TRAINING

7.1. Overview. This section supports unit-level sustainment training and outlines procedures for dry-fire training, to include the use of laser rounds (inert rounds that emit a laser pulse when the firing pin strikes the simulated primer) with both the handgun and carbine. This training may be conducted by flight, work center/section, supervisor/trainer, or NCO led. These procedures allow personnel to enhance their skills and build confidence and competence in employing their weapons on a regular basis, without the need for a firing range or ammunition. It further promotes the development of core weapon handling and marksmanship skills. Dry-fire practice develops techniques that simulate the firing of a round, using an unloaded weapon. This is a training method that personnel may utilize to practice weapon employment (drawing the pistol and placing the carbine into action), as well as marksmanship fundamentals (position, grip, sight alignment, sight picture, trigger control, etc.). **Note:** The person supervising training, as well as each individual participating in training will ensure that they do not allow any live rounds in the dry-fire training area and that all weapons are cleared (including inspecting and clearing the bore with a cleaning rod), before and after completing dry-fire training. **(T-2)** Personnel are prohibited from conducting or participating in dry-fire training while armed with live ammo. **(T-2)**

7.2. Background . Studies show that weapon handling skills diminish drastically within one month after completing weapons training. It takes approximately 10,000 repetitions to commit an action to muscle memory; therefore, personnel require more repetitions. Dry-fire practice provides a training method to help individuals retain or refine marksmanship skills without conducting live-fire. Conducting this training during each duty cycle will ensure continued growth and expertise. During live-fire, shooters have visual cues from their shots hitting the target to determine if they are applying proper fundamentals and laser rounds perform this function in a similar manner.

7.3. Support Equipment. Dry-fire can take place without laser rounds, but the training will be limited to the weapons handling and will not have the feedback associated with marksmanship fundamentals. Units should purchase enough laser rounds to support training the number of personnel planned during any session. Unit purchased laser rounds must only turn on when the firing pin strikes the primer to evaluate proper fundamentals. **(T-3)** Additionally, units should select laser rounds without a rim on the cartridge case to allow manual cycling of the weapon, without extracting and ejecting the laser round. Some examples of commercially available rounds include SureStrike™ or LaserLyte™. (The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this guidance does not imply endorsement by the Department of the Air Force.) Prior to any COTS laser round purchase, coordinate with the Installation Laser Safety Officer (ILSO) to determine safety requirements and the wing safety office to verify the rounds are approved by the Directed Energy Safety Board per AFI 91-401, *Directed Energy System Safety*. Coordinate with the Unit Laser Safety Officer for any training requirements. If not approved, work with wing safety to coordinate request through MAJCOM/SE to HQ AFSEC/SEW for approval.

7.3.1. Unit commanders will designate and approve dry-fire training locations in local guidance such as operating instructions or supplements and ensure this guidance is available to unit personnel. **(T-3)**

7.3.2. Units may use qualification targets identified in DAFMAN 31-131 V2 or sustainment training targets posted on the CATM SharePoint site, as well as locally developed targets. Units may also purchase laser reactive targets that provide indicators of shot placement when using laser rounds.

7.4. Fundamentals of Dry-Fire Practice. Personnel can conduct this training practically anywhere to enhance skills independently or collectively. Dry-fire practice should be conducted before going to the range or while on the range, if individuals follow all safety rules in this manual (see [Paragraph 2.3](#)). The key to developing muscle memory is repetition and practice; dry-fire helps with mastering weapon handling and marksmanship skills. Nearly all high-level professional shooters use this method of training to supplement live fire.

7.4.1. Draw from Holster/Placing Carbine Into Action. The draw is the manipulation by which a shooter removes a handgun from the holster (goal is in under 2 seconds), and presentation is the manipulation by which a shooter drives the pistol to the target to complete the firing position. The transition between these two actions is fluid and seamless; their purpose involves removing the handgun from the holster and bringing it to bear on the target as quickly as possible, while maintaining control. Integrating the steps of the four-stage draw taught in the AFQC accomplishes this. Individuals should practice this process regularly and conduct as many repetitions as possible during each training session. The process must become automatic, without the individual needing to apply conscious thought. **Note:** The same training concept used with the handgun can be applied to the carbine. Personnel should practice engaging targets starting from the low/high ready or other positions and bringing the carbine to bear on target. These drills will enhance the individual's reaction time and effectiveness when responding to a threat in a quick response situation.

7.4.2. Sight Alignment. Sight alignment is the relationship between the aiming device and the shooter's eye. To achieve proper and effective aim, the focus of the shooter's eye needs to be on the front sight post or reticle. Personnel must maintain sight alignment throughout the aiming process. Individuals can practice this skill using dry-fire and the laser rounds to provide feedback on proper sight alignment and sight picture, as well as proper trigger manipulation.

7.4.3. Sight Picture. Sight picture is the placement of the properly aligned sights on the aiming point of the target. Laser-rounds provide feedback on proper application of this skill. Additionally, if individuals use targets at varying simulated ranges, they can practice aiming at the proper area of the target to adjust for the trajectory of a round fired at the actual target distance.

7.4.4. Trigger Control. Trigger control is the skillful manipulation of the trigger that causes the weapon to fire without disturbing the sight alignment or sight picture. As part of the integrated act of firing, the shooter continues to apply the other fundamentals, while pressing the trigger to the rear to fire the weapon.

7.4.5. Breath Control. During the shot process, the shooter controls their breathing to reduce the amount of movement of the weapon. During dry-fire practice training, personnel should learn a method of breath control that best suits their shooting style and preference. Breath control is the relationship of the respiratory process (free or under stress) and the decision to execute the shot with proper trigger press. For slow fire, individuals should practice timing their shots with the natural respiratory pause between breaths. For rapid fire/stress fire,

individuals should practice pausing their breath when necessary, during the breathing process to fire accurate shots.

7.4.6. Sustainment Drills. Each of the sustainment training drills available on the CATM SharePoint site can be used to conduct dry-fire practice. Dry-fire practice does not replace live-fire sustainment training but compliments live-fire by allowing practice of proper fundamentals along with training repetitions to facilitate development of shooting skills almost anytime or anywhere.

7.5. Preventive Maintenance. If service weapons are to be effective, they must be always maintained in a state of operational readiness. Maintenance of service weapons is a continuous effort. A clean, properly lubricated, well-maintained weapon with serviceable ammunition will fire when needed. When conducting operator preventative maintenance, a laser round is useful. Once the user has re-assembled the weapon and performed a function check following the applicable operator's manual (Air Force technical order) they may place a laser round in the chamber, allow the bolt to go forward and place the safety (selector lever or decocking/safety lever) on fire. Finally, pull trigger to verify internal components are working and the firing pin strikes the primer to activate the laser round. With rimless laser rounds, users can also perform the function check with the laser round in the chamber to verify firing during each step of the function check. If the weapon appears to fail any portions of the function check, the operator should ensure CATM inspects the weapon. **Note:** The person supervising preventive maintenance, as well the individual performing it, will ensure that they do not allow any live rounds in the maintenance area and that all weapons are cleared (including inspecting and clearing the bore with a cleaning rod), both before and after completing this process. **(T-2)**

Chapter 8

DECONTAMINATION OF SA/LW IN A CHEMICAL, BIOLOGICAL, RADIOLOGICAL, OR NUCLEAR ENVIRONMENT

8.1. Decontamination. Decontamination operations are intended to help sustain or enhance military operations in Chemical, Biological, Radioactive or Nuclear (CBRN) environments by preventing or minimizing mission performance degradation, casualties, or loss of resources. They include individual, team, and unit actions to reduce, remove, weather, or neutralize (render harmless) the primary hazards resulting from CBRN contamination. Refer to Air Force Tactics, Techniques, and Procedures (AFTTP) 3-2.46, *Multi-Service Tactics, Techniques, and Procedures for Chemical, Biological, Radiological, and Nuclear Passive Defense*, for additional guidance on weapon decontamination.

8.2. Immediate Decontamination Action. Contaminated weapons should be decontaminated within minutes after exposure, if possible.

8.2.1. Chemical Decontamination. Use the Individual Equipment Decontamination Kit (IEDK), hot soapy water and rinse, or decontaminant slurry (chlorine-based). Remove slurry within one hour from application and oil the surface.

8.2.2. Biological Decontamination. Wash with a detergent, steam clean using a detergent, apply decontaminant slurry or weather.

8.2.3. Radiological decontamination. To remove radiological particles, brush, wash, or wipe them off. Additionally use organic solvents, caustic agents (not on aluminum or magnesium surfaces), complexing agents (of small value on weathered surfaces), or abrasives.

8.2.4. Ammunition. Do not use chlorine-based decontaminants on ammunition. It removes critical markings from the ammunition. It may also corrode and render ammunition unserviceable. Do not use nonstandard decontaminants that are corrosive. They also may remove critical markings from the ammunition. Cool, soapy water is the preferred decontaminant for all types of contamination on small arms ammunition.

8.3. Considerations. Previously contaminated weapons may become inhalation hazards to unmasked personnel within closed or unventilated areas. Whenever a previously contaminated weapon is not required for immediate use, it should be double wrapped in plastic bags to contain the residual hazard and prevent exposures to low-level chemical vapors.

8.3.1. Wear gloves when cleaning or handling previously contaminated weapons. Decontaminate cleaning tools (cleaning rods and brushes) with a 5% chlorine solution and dispose of used weapons cleaning materials as contaminated waste.

8.3.2. Weathering gradually decomposes CB agents by aeration, hydrolysis, and evaporation. The time necessary for decontamination by weathering depends on the persistence of the agent, its composition, climatic conditions, and the surface type. Although weathering is the easiest method of decontamination, persistency of an agent is difficult to predict.

Chapter 9

EMERGENCY RESPONSES WITH SMALL ARMS AND LIGHT WEAPONS

9.1. During routine, normal operations, on-duty personnel are required to arm/carry SA/LW in accordance with this manual. However, when responding to an actual incident where an individual can reasonably expect to meet an adversary armed with a deadly weapon, respond with SA/LW ready as follows: **Exception:** Air Force Office of Special Investigations personnel will follow guidance set forth in AFOSIMAN 71-113-O.

9.1.1. When armed with an M4 series carbine (to include GAU-5A/GUU-5P), the weapon may be carried with a round in the chamber, selector lever on "SAFE," and the finger not in the trigger guard either at the high or low ready positions based upon the officer's risk perception.

9.1.2. When armed with a shotgun, the weapon may be carried with a round in the chamber, safety selector on "SAFE" and the finger not in the trigger guard either at the high ready or low ready positions based upon the officer's risk perception.

9.1.3. When armed with a handgun (e.g., M18), the weapon may be drawn from the holster and carried with the finger outside of the trigger guard at the ready position based upon the officer's risk perception.

9.1.4. When armed with the M203 GL attached to a M4 series rifle, follow the instructions in **Paragraph 9.1.1** for the M4. Chamber a 40mm round only when use is deemed necessary. Similarly, for the M320A1 chamber a 40mm round only when use is deemed necessary regardless of it being mounted or in the standalone configuration.

9.1.5. When armed with the M249 or M240B, carry it, "half load" or "full load" depending upon installation commander or Major Command guidance, weapon on "SAFE," and finger not in the trigger guard.

9.1.6. When armed with an M110A1, the weapon may be carried either at the high ready or low ready positions based on the officer's risk perception. Chamber a round only when use is deemed necessary.

9.1.7. When armed with other firearms (e.g., APC9K submachine gun) follow the guidance set forth by the Air Staff functional manager, Major Command, or Installation Commander.

9.2. Individual must base any decision to chamber a round of ammunition in a SA/LW that is not normally carried with a round chambered, or draw a pistol from the holster, on the circumstances they are facing and the threat present.

TOM D. MILLER
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Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

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- DAFI 31-131, *Combat Arms Training and Maintenance (CATM) Program*
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TO 11W2-6-5-1, *Technical Manual Operator's Manual Machine Gun, 7.62MM, M240B*, 20 August 2010

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Prescribed Forms

None

Adopted Forms

DD Form 1574, *Serviceable Tag*

DD Form 2760, *Qualification to Possess Firearms or Ammunition*

DAF Form 629, *Small Arms Hand Receipt*

DAF Form 847, *Recommendation for Change of Publication*

DAF Form 1297, *Temporary Issue Receipt*

Abbreviations and Acronyms

AF—Air Force

AFI—Air Force Instruction

AFLCMC—Air Force Life Cycle Management Center

AFMAN—Air Force Manual

AFOSI—Air Force Office of Special Investigations

AFOSIMAN—Air Force Office of Special Investigations Manual

AFSFC—Air Force Security Forces Center

AR—Automatic Rifle

ANSI—American National Standard Institute

BDP—Base Defense Plan

BASH—Bird/wildlife Aircraft Strike Hazard

BDOC—Base Defense Operations Center

CCMCK—Close Combat Mission Capability Kit

CEW—Conducted Energy Weapon

CID—Central Information Display

COTS—Commercial-Off-The-Shelf

DAF—Department of the Air Force

DAFI—Department of the Air Force Instruction

DAFMAN—Department of the Air Force Manual

DCS—Deputy Chief of Staff

DD—Department of Defense Form
DoD—Department of Defense
DoD ID—Department of Defense Identification Number
DoDM—Department of Defense Manual
GL—Grenade Launcher
HQ USAF—Headquarters United States Air Force
IAW—In Accordance With
JQS—Job Qualification Standard
LRSR—Long Range Sniper Rifle
MAJCOM—Major Command
MAAWS—Multi-Role, Anti-Armor, Anti-Personnel Weapon System
MCS—Modular Combat Shotgun
MG—Machine Gun
MM (or mm)—Millimeter
NSN—National Stock Number
OPR—Office of Primary Responsibility
PA—Privacy Act
PSR—Precision Sniper Rifle
SA/LW—Small Arms and Light Weapons
SASS—Semi-Automatic Sniper System
SF—Security Forces
SMG—Submachine Gun
SWS—Sniper Weapon System
TO—Technical Order
UCMJ—Uniform Code of Military Justice
UFC—Unified Facilities Criteria
UoF—Use of Force
U.S.C.—United States Code
USMC—United States Marine Corps

Office Symbols

AF/A4S—Headquarters United States Air Force, Director of Security Forces
AF/A4SO—Headquarters United States Air Force, Directorate of Security Forces

AF/JAO—Operations and International Law Directorate

AFSFC/S4W—Air Force Security Forces Center, Weapons & Munitions Management

Terms

Armed—A person equipped with a firearm (SA/LW) that has a live round of ammunition in a magazine inserted into the firearm, chamber, or cylinder.

Authentication Official—The individual who signs the AF Form 629, *Small Arms Hand Receipt*. The commander may develop a policy to allow this individual or individuals to verify authority to bear arms from the master arming list or other source document as specified.

Commander—An officer who has Uniform Code of Military Justice (UCMJ) authority over designated personnel and is designated “commander” on administrative G-series orders.

Firearm—Defined in Section 921 of Title 18, U.S.C.

Lautenberg Amendment—Amendment to the Gun Control Act of 1968 that makes it a crime for any person who has been convicted of a misdemeanor crime of domestic violence, or who is subject to a protective order for domestic violence, to possess a firearm (implemented in DoDI 6400.06).

Master Arming List—A list maintained by armory personnel containing the minimum following arming information: full name, DoD ID, SA/LW type and weapon qualification expiration date.

Port Arms—A right-handed individual holds the rifle diagonally across the body about four inches from the waist with the right forearm horizontal and elbows close to sides. The right hand is grasping the small of the stock, while the left hand is grasping the handguard or forearm. The muzzle is pointed up, elevated in a safe direction. For left-handed operators, reverse the placement of the hands.

Qualifying Conviction—A conviction for a misdemeanor crime of domestic violence, or, as a matter of DoD policy, a conviction for a crime of domestic violence tried by general or special court-martial which otherwise meets the definition of a misdemeanor crime of domestic violence, or a conviction for an offense (adjudged on or after November 27, 2002) meeting the definition of a felony crime of domestic violence. See DoDI 6400.06, Section 9.2.”

Rack Safe or Rack Clear—The configuration of a weapon while it is stored in an approved rack or storage container. Each weapon type may differ due to design in operation. In all cases, the weapon will be clear of ammunition. Refer to appropriate chapters for specific configuration.

Raised Pistol—A right-handed individual will hold the pistol in the right hand at shoulder height, trigger finger straight alongside the receiver (not in the trigger guard) with the muzzle pointed straight up. Left-handed personnel will carry the pistol in the left hand. At no time will the muzzle be pointed at anyone including the person carrying the weapon.

Sling Arms—The weapon is slung with the muzzle pointed either in the up or down position.

Small Arms and Light Weapons—Small arms and light weapons are defined as man-portable weapons made or modified to military specifications for use as lethal instruments of war that expel a shot, bullet, or projectile by action of an explosive. Small arms are broadly categorized as those weapons intended for use by individual members of armed or security forces. They include handguns, rifles and carbines, sub-machine guns and light machine guns. Light weapons are

broadly categorized as those weapons designed for use by two or three members of armed or security forces serving as a crew, although a single person may use some. They include heavy machine guns, hand-held under-barrel and mounted grenade launchers, portable anti-aircraft guns, portable anti-tank guns, recoilless rifles, man-portable launchers of missile and rocket systems and mortars.

Temporary Arming Withdrawal—A list of assigned personnel who were formerly authorized to be armed but are no longer authorized—normally temporary in nature either while an investigation is ongoing or administrative action is taking place.

Unit Trainers—Individuals authorized by the unit commander to conduct unit level training.

Zeroing—Is a maintenance procedure that is accomplished to place the weapon in operation, based on the individual's skill, capabilities, tactical scenario, aiming device, and ammunition. Its purpose is to achieve the desired relationship between the line of sight and the trajectory of the round at a known distance. The zeroing process ensures the individual, weapon, aiming device, and ammunition are performing as expected at a specific range to target with the least amount of induced errors.

Attachment 2

M18 MODULAR HANDGUN SYSTEM (9 MILLIMETER [MM]) INCLUDING THE GENERAL OFFICER VERSION

A2.1. General Information. M18 loading/unloading procedures are in accordance with Air Force Technical Order (TO) 11W3-3-4-31, *Operator Manual for, Modular Handgun System (MHS), Pistol, 9mm, Semiautomatic, M18* and this chapter. **Note:** In the event of any differences between TO 11W3-3-4-31 and this chapter, the procedures in this chapter take precedence.

A2.2. Issue. The armorer will use the following procedures when issuing the M18 pistol:

A2.2.1. Remove the pistol from its storage rack or container and proceed to the issue-point clearing area with the weapon carried in the raised pistol position, barrel pointed up, safety on (manual safety lever in up position) and slide forward (closed). **(T-1)**

A2.2.2. Visually inspect the pistol to ensure there is no magazine inserted, and the manual safety lever is in the safe (up) position. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A2.2.3. Place the muzzle in the clearing barrel aiming point in line with the axis of the barrel, lock the slide to the rear and visually inspect the chamber, receiver and bore (should see light coming through bore) to ensure no ammunition or obstructions are present. **(T-1)**

A2.2.4. Issue the pistol to the individual “butt” first, muzzle elevated, manual safety lever in the safe (up) position and slide locked to the rear (open). **(T-1)**

A2.3. Loading. The individual issued the pistol will use the following procedures:

A2.3.1. Proceed to the clearing zone with the pistol barrel pointed up, slide locked to the rear (open) and manual safety lever in the safe (up) position. **(T-1)**

A2.3.2. When directed by the clearing barrel attendant, enter the clearing zone, and place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A2.3.3. Visually inspect the pistol to ensure the manual safety lever is in the safe (up) position and there is no ammunition, or obstructions present in the chamber, receiver or bore. **(T-1)**

A2.3.4. After the clearing barrel attendant verifies the pistol contains no ammunition and is safe; insert and lock a loaded 17-round magazine into the pistol if arming. **(T-1)** **Note:** Commanders may identify 17 or 22-round magazine based on mission. If individual is not arming, proceed to the next step without inserting a magazine. **(T-1)**

A2.3.5. Depress the slide catch lever to release the slide while visually observing that a round is chambered and move the manual safety lever to the fire (down) position. **(T-1)** **Note:** If a loaded magazine was inserted, a round of ammunition is now present in the chamber. When there is a round in the chamber, the loaded chamber indicator should be in the up position, making it possible for the operator to check visually (and by feel) that there is a round in the chamber without having to retract the slide or remove the magazine.

A2.3.6. After loading is complete, insert the pistol in the holster (ensure the finger is off the trigger and outside the holster) and secure the pistol in the holster. **(T-1)** **CAUTION:** When individuals are using shoulder/chest mounted or concealed carry holsters, they need to exercise increased caution to ensure they keep the muzzle of the pistol pointed in a safe direction and

do not point it at personnel when placing the weapon into the holster, as well as ensuring their finger remains outside the trigger guard.

A2.3.7. When armed, do not remove the pistol from the holster except in the line of duty or when clearing it for turn-in. **(T-1)**

A2.4. Unloading and/or Clearing. Individuals preparing to unload and/or clear their pistol approach the clearing zone with their pistol holstered and will use the following procedures:

A2.4.1. When directed by the clearing barrel attendant, enter the clearing zone, step up to the clearing barrel, unfasten holster, draw the pistol, and immediately place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers into the trigger guard. **(T-1)** **CAUTION:** When individuals are using shoulder/chest mounted or concealed carry holsters, they must exercise increased caution to ensure they keep the muzzle of the pistol pointed in a safe direction and do not point it at personnel when removing the weapon from the holster, as well as ensuring their finger remains outside the trigger guard.

A2.4.2. Move the manual safety lever to the safe (up) position. **(T-1)** The clearing barrel attendant verifies the pistol is safe. **(T-1)**

A2.4.3. Press the magazine catch button to remove magazine from the pistol (if present) and give the magazine to the clearing barrel attendant. **(T-1)**

A2.4.4. Grasp the slide with the non-dominant hand, cupping the palm of the hand over the ejection port and cant the pistol 90 degrees to the right (right-handed operation) or left (left-handed operation) to allow the round in the chamber to fall out of the ejection port when the slide is retracted in the next step. **(T-1)**

A2.4.5. Retract the slide to the rear, catching the ejected round of ammunition if present, while pressing up on the slide stop lever with the thumb to lock the slide back (open) and give the ejected round to the clearing barrel attendant. **(T-3)** The clearing barrel attendant will insert the round into the magazine. **(T-3)**

A2.4.6. Visually inspect the pistol to ensure the chamber, receiver, and bore are clear (no magazine, ammunition, or obstructions present) and the manual safety lever is in the safe (up) position. **(T-1)**

A2.4.7. After the clearing barrel attendant verifies the pistol contains no ammunition or obstructions and is safe for turn-in; proceed to the turn-in point with the pistol in the raised pistol position, slide open and the manual safety lever in the safe (up) position. **(T-1)**

A2.5. Turn-in. When directed by the armorer, the individual approaches the turn-in point and hands the pistol to the armorer “butt” first, muzzle elevated, manual safety lever in the safe (up) position and slide locked to the rear (open). **(T-1)** At no time during the turn-in procedures should anyone place their fingers into the trigger guard. **(T-1)** The armorer takes possession of the pistol and immediately places the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-2)** The armorer will then use the following procedures:

A2.5.1. Visually inspect the pistol chamber, receiver, and bore to ensure they do not contain ammunition, obstructions and it is safe for storage. **(T-1)**

A2.5.2. Depress the slide catch lever and allow the slide to move forward to the closed position. **(T-1)** Check the loaded chamber indicator to ensure it is in the down position,

indicating that there is no round in the chamber. **(T-1)** With the muzzle remaining in the clearing barrel aiming point, ensure the manual safety lever is in the safe (up) position. **(T-1)**

A2.5.3. The weapon is now “rack safe,” free of ammunition, the slide is forward (closed), and the manual safety lever is in the safe (up) position. **(T-1)** Store in an approved storage rack or container. **(T-1)**

Attachment 3

M9 SEMIAUTOMATIC PISTOL (9 MILLIMETER [MM])

A3.1. General Information. M9 loading/unloading procedures are in accordance with TO 11W3-3-5-1, *Operator Manual Pistol, Semiautomatic, 9mm, M9*. **Note:** M1152 and M1153 ammunition is not authorized for use in the M9.

A3.2. Issue. The armorer will use the following procedures when issuing the M9 pistol:

A3.2.1. Remove the pistol from its storage rack or container and proceed to the issue-point clearing area with the weapon carried in the raised pistol position, barrel pointed up, safety on and slide forward (closed). **(T-1)**

A3.2.2. Visually inspect the pistol to ensure there is no magazine inserted and the decocking/safety lever is in the safe (down) position (red dot not showing). **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A3.2.3. Place the muzzle in the clearing barrel aiming point in line with the axis of the barrel, lock the slide to the rear and visually inspect the chamber and receiver area to ensure no ammunition is present. **(T-1)**

A3.2.4. Issue the pistol to the individual “butt” first, muzzle elevated, decocking/safety lever in the safe (down) position (red dot not showing) and slide locked to the rear (open). **(T-1)**

A3.3. Loading. The individual issued the pistol will use the following procedures:

A3.3.1. Proceed to the clearing zone with the pistol barrel pointed up, slide locked to the rear (open) and decocking/safety lever in the safe (down) position (red dot not showing). **(T-1)**

A3.3.2. When directed by the clearing barrel attendant, enter the clearing zone, and place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A3.3.3. Visually inspect the pistol to ensure the decocking/safety lever is in the safe (down) position (red dot indicator not showing), and there is no ammunition present in the chamber or receiver. **(T-1)**

A3.3.4. After the clearing barrel attendant verifies the pistol contains no ammunition and is safe, insert and lock a loaded magazine into the pistol if arming. **(T-1)** If individual is not arming, proceed to the next step without inserting a magazine. **(T-1)**

A3.3.5. Depress the slide stop and move the decocking/safety lever to the fire (up) position (red dot showing). **(T-1)** **Note:** If a loaded magazine was inserted, a round of ammunition is now present in the chamber. When there is a round in the chamber, the extractor protrudes laterally (showing red) making it possible to check visually (and to feel) if there is a round in the chamber without having to retract the slide or remove the magazine.

A3.3.6. After loading is complete, insert the pistol in the holster (ensure the finger is off the trigger and outside the holster) and secure the pistol in the holster. **(T-1)** **Note:** It may be necessary to place the thumb on the back of hammer to prevent the slide from moving back when inserting the weapon into a tight-fitting holster. **CAUTION:** When individuals are using shoulder/chest mounted or concealed carry holsters, they need to exercise increased caution to

ensure they keep the muzzle of the pistol pointed in a safe direction and do not point it at personnel when placing the weapon into the holster.

A3.3.7. When armed, do not remove the pistol from the holster except in the line of duty or when clearing it for turn-in. **(T-1)**

A3.4. Unloading and/or Clearing. Individuals preparing to unload and/or clear their pistol approach the clearing zone with their pistol holstered and will use the following procedures:

A3.4.1. When directed by the clearing barrel attendant, enter the clearing zone, step up to the clearing barrel, unfasten holster, draw the pistol (if left-handed, transfer the pistol to the right hand after removing from holster) and immediately place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers into the trigger guard. **(T-1) CAUTION:** When individuals are using shoulder/chest mounted or concealed carry holsters, they must exercise increased caution to ensure they keep the muzzle of the pistol pointed in a safe direction and do not point it at personnel when removing the weapon from the holster.

A3.4.2. Move the decocking/safety lever to the safe (down) position (red dot not showing). **(T-1)** The clearing barrel attendant verifies the pistol is safe. **(T-1)**

A3.4.3. Press the magazine release button to remove magazine from the pistol (if present) and give the magazine to the clearing barrel attendant. **(T-1)**

A3.4.4. Grasp the slide with the left hand, cupping the palm of the hand over the ejection port, and rotate the pistol 90 degrees to the right. **(T-1)**

A3.4.5. Retract the slide to the rear, catching the ejected round of ammunition if present, push the slide stop up with the thumb to lock the slide back (open), and give the ejected round to the clearing barrel attendant. **(T-1)** The clearing barrel attendant will insert the round into the magazine. **(T-3)**

A3.4.6. Visually inspect the pistol to ensure the chamber and receiver areas are clear (no magazine or ammunition present) and the decocking/safety lever is in the safe (down) position (red dot not showing). **(T-1)**

A3.4.7. After the clearing barrel attendant verifies the pistol contains no ammunition and is safe for turn-in, proceed to the turn-in point with the pistol in the raised pistol position, slide open and the decocking/safety lever in the safe (down) position (red dot not showing). **(T-1)**

A3.5. Turn-in. When directed by the armorer, the individual approaches the turn-in point and hands the pistol to the armorer “butt” first, muzzle elevated, decocking/safety lever in the safe (down) position (red dot not showing) and slide locked to the rear (open). **(T-1)** At no time during the turn-in procedures should anyone place fingers into the trigger guard. **(T-1)** The armorer takes possession of the pistol and immediately places the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** The armorer then will use the following procedures:

A3.5.1. Visually inspect the pistol chamber and receiver to ensure it contains no ammunition and is safe for storage. **(T-1)**

A3.5.2. Depress the slide stop and allow the slide to move forward to the closed position. **(T-1)**

A3.5.3. Ensure the pistol hammer is in the down (forward) position and the decocking/safety lever is in the safe (down) position (red dot not showing). **(T-1)**

A3.5.4. The weapon is now “rack safe,” free of ammunition, the slide is forward (closed), and the decocking/safety lever is in the safe (down) position (red dot not showing). **(T-1)** Store the weapon in an approved storage rack or container. **(T-1)**

A3.6. Lowering Cocked Hammer. If during any operations with the M9 pistol, the hammer must be lowered from the cocked (rear) position, the operator will use the decocking/safety lever to lower the hammer to the uncocked or forward position, by moving the decocking/safety lever to the safe (down) position (red dot not showing). **(T-1)** Under no circumstances, will the operator attempt to manually lower the hammer by pressing the trigger. **(T-1)** Store in an approved storage rack or container. **(T-1)**

Attachment 4

M11 SEMIAUTOMATIC PISTOL (9MM)

A4.1. General Information. M11 loading/unloading procedures are in accordance with TO 11W3-3-4-11, *Operator Manual Pistol, Compact, 9mm, M11*. **Note:** M1152 and M1153 ammunition is not authorized for use in the M11

A4.2. Issue. The armorer will use the following procedures when issuing the M11 pistol:

A4.2.1. Remove the pistol from its storage rack or container and proceed to the issue-point clearing area with the pistol carried in the raised pistol position and slide forward (closed). **(T-1)**

A4.2.2. Place the muzzle of the pistol in the clearing barrel aiming point in line with the axis of the barrel. **(T-1)**

A4.2.3. Visually inspect the pistol to ensure there is no magazine inserted. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A4.2.4. With the muzzle in the clearing barrel aiming point in line with the axis of the barrel, lock the slide to the rear and visually inspect the chamber and receiver area to ensure no magazine or ammunition is present. **(T-1)**

A4.2.5. Issue the pistol to the individual “butt” first, muzzle elevated, and slide locked to the rear (open). **(T-1)**

A4.3. Loading. The individual issued the pistol will use the following procedures:

A4.3.1. Proceed to the clearing zone with the barrel pointed up in the raised pistol position and the slide locked to the rear (open). **(T-1)** Do not place fingers in the trigger guard. **(T-1)**

A4.3.2. When directed by the clearing barrel attendant, enter the clearing zone (if left-handed, transfer the pistol to the right hand) and place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)**

A4.3.3. Visually inspect the chamber and receiver area to ensure there is no ammunition present. **(T-1)**

A4.3.4. After the clearing barrel attendant verifies the pistol contains no ammunition and is safe, insert and lock a loaded magazine into the pistol if arming. **(T-1)** If the individual is not arming, proceed to next step without inserting a magazine. **(T-2)**

A4.3.5. Holding the pistol in the right hand, depress the slide stop and allow the slide to go forward. **(T-1)** Do not place your finger on the trigger. **(T-1)** **Note:** If a loaded magazine was inserted, a round of ammunition is now present in the chamber and the hammer is cocked. **WARNING:** If the trigger is depressed the pistol will fire. Under no circumstances will the operator ever attempt to manually lower the hammer by pressing the trigger.

A4.3.6. Depress the decocking lever located on the left side of the weapon to the full down position and ride the lever up. **(T-1)** This will allow the hammer to move forward safely without danger of firing unless the trigger is pulled. **Note:** Do not swipe the lever.

A4.3.7. Holster the pistol and secure it in the holster (if left-handed, transfer the pistol to the left hand before holstering). **(T-1)** **Note:** It may be necessary to place the thumb on the back

of the hammer to prevent rearward movement of the slide during holstering. At no time are fingers placed inside the holster. **(T-1) CAUTION:** When individuals are using shoulder/chest mounted or concealed carry holsters, they must exercise increased caution to ensure they keep the muzzle of the pistol pointed in a safe direction and do not point it at personnel when placing the weapon into the holster.

A4.4. Unloading and/or Clearing. Individuals preparing to unload and/or clear the pistol approach the clearing zone with the pistol holstered and will use the following procedures:

A4.4.1. When directed by the clearing barrel attendant, enter the clearing zone, unfasten the holster, draw the pistol (if left-handed, transfer the pistol to the right hand), and immediately place the firearm's muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place your fingers into the trigger guard or holster. **(T-1) CAUTION:** When individuals are using shoulder/chest mounted or concealed carry holsters, they must exercise increased caution to ensure they keep the muzzle of the pistol pointed in a safe direction and do not point it at personnel when removing the weapon from the holster.

A4.4.2. Hold the pistol in the right hand, press the magazine release button, remove the magazine from the pistol and give the magazine to the clearing barrel attendant. **(T-1)**

A4.4.3. With the left hand cupped over the slide and grasping the slide serrations, rotate the pistol to the right, push the slide to the rear (catching the ejected round of ammunition), push the slide stop up with the thumb to lock the slide back (open) and give the ejected round to the clearing barrel attendant. **(T-1)** The clearing barrel attendant will insert the round into the magazine. **(T-3)**

A4.4.4. Visually inspect the pistol to ensure the chamber and receiver area is clear (no ammunition present). **(T-1)**

A4.4.5. After the clearing barrel attendant verifies the pistol contains no ammunition and is safe for turn-in; proceed to the turn-in point with the pistol in the raised pistol position and the slide open. **(T-1)**

A4.5. Turn-in. When directed by the armorer, the individual approaches the turn-in point and hands the pistol to the armorer "butt" first, muzzle elevated and slide to the rear (open). **(T-1)** At no time during the turn-in procedures should anyone place their fingers into the trigger guard. **(T-1)** The armorer takes possession of the pistol and immediately places the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** The armorer will use the following procedures:

A4.5.1. Visually inspect the chamber, and receiver to ensure it contains no magazine or ammunition and is safe for storage. **(T-1)**

A4.5.2. Depress the slide catch lever and allow the slide to move forward to the closed position. **(T-1)**

A4.5.3. Depress the decocking lever and ensure the pistol's hammer is in the down (forward) position. **(T-1)**

A4.5.4. The weapon is now "rack safe," free of ammunition, the slide is forward, and the hammer is in the down (forward) position. **(T-1)** Store in an approved storage rack or container. **(T-1)**

Attachment 5

GLOCK® 19 & GLOCK® 26 SEMIAUTOMATIC PISTOL (9MM)

A5.1. General Information: GLOCK pistols loading/unloading procedures are in accordance with TO 11W3-3-4-21, *Operator's Manual, GLOCK 19, 9MM*. **WARNING:** The GLOCK® pistols do not possess an external manual safety. It is imperative that the operator does not allow their fingers to enter the trigger guard during loading/unloading/clearing procedures. The operator only places their fingers inside the trigger guard when they intend to fire the pistol in an authorized manner. The clearing barrel attendant must immediately direct the operator to cease all actions if they either intentionally or unintentionally allow their fingers or any other object to enter the trigger guard. **Note:** M1152 and M1153 ammunition is not authorized for use.

A5.2. Issue. The armorer will use the following procedures when issuing the pistol:

A5.2.1. Remove the pistol from its storage rack or container and proceed to the issue-point clearing area with the barrel pointed up and slide forward (closed). **(T-1)**

A5.2.2. Place the muzzle of the pistol in the clearing barrel aiming point in line with the axis of the barrel. **(T-1)**

A5.2.3. Visually inspect the pistol to ensure there is no magazine inserted. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A5.2.4. With the muzzle in the clearing barrel aiming point, pull the slide to the rear while pressing up on the slide lock lever to lock the slide to the rear. **(T-1)** Visually inspect the chamber and receiver area to ensure there is no ammunition present. **(T-1)**

A5.2.5. Issue the pistol to the individual "butt" first, muzzle elevated, and slide locked to the rear (open). **(T-1)**

A5.3. Loading. The individual issued the pistol will use the following procedures:

A5.3.1. Proceed to the clearing zone with the barrel pointed up and the slide locked to the rear (open). **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A5.3.2. When directed by the clearing barrel attendant, enter the clearing zone, and place the muzzle into the clearing barrel aiming point in line with axis of barrel. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A5.3.3. Visually inspect the chamber and receiver area to ensure there is no ammunition or obstructions present. **(T-1)**

A5.3.4. After the clearing barrel attendant verifies the pistols contains no ammunition and is safe, insert and lock a loaded magazine into the pistol if arming. **(T-1)** If individual is not arming, proceed to next step without inserting a magazine. **(T-1)**

A5.3.5. Depress the slide stop lever and release the slide forward. **(T-1)** Do not place your finger inside the trigger guard or on the trigger. **(T-1)** **Note:** If a loaded magazine was inserted, a round of ammunition is now present in the chamber. If the trigger is pressed, the pistol will fire.

A5.3.6. Holster the pistol (ensure finger is off the trigger and outside the holster) and secure the holster using a flap, strap, thumb break or other securing device. **(T-1)** **Note:** It may be

necessary for the operator to place their thumb on the back of the slide to prevent rearward movement of the slide during holstering. **CAUTION:** When individuals are using shoulder/chest mounted or concealed carry holsters, they need to exercise increased caution to ensure they keep the muzzle of the pistol pointed in a safe direction and do not point it at personnel when placing the weapon into the holster.

A5.4. Unloading and/or Clearing. Individuals preparing to unload and clear the pistol approach the clearing zone with the pistol holstered and will use the following procedures:

A5.4.1. When directed by the clearing barrel attendant, enter the clearing zone, step up to the clearing barrel, unfasten the holster flap, strap, thumb-break, or other securing device, draw/remove the pistol from the holster (if left-handed, transfer the pistol to the right hand after removed) and immediately place the pistol muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers into the trigger guard. **(T-1)** **CAUTION:** When individuals are using shoulder/chest mounted or concealed carry holsters, they need to exercise increased caution to ensure they keep the muzzle of the pistol pointed in a safe direction and do not point it at personnel when drawing/removing the weapon from the holster.

A5.4.2. Hold the pistol with the right-hand, press the magazine catch (button), remove the magazine from the pistol and give the magazine to the clearing barrel attendant. **(T-1)**

A5.4.3. With the left-hand cupped over the slide rotate the pistol 90 degrees to the right, with the left hand, retract the slide to the rear, catching the ejected round of ammunition in the left hand, while pushing the slide stop lever up with the right thumb to lock the slide to the rear (open). **(T-1)** Give the ejected round to the clearing barrel attendant. **(T-2)** The clearing barrel attendant will load the ejected round into the magazine. **(T-2)**

A5.4.4. Visually inspect the pistol to ensure the chamber and receiver are clear of ammunition and obstructions. **(T-1)**

A5.4.5. After the clearing barrel attendant verifies the pistol contains no ammunition and is safe for turn-in; proceed to the turn-in point with the pistol in the raised pistol position and the slide open. **(T-1)**

A5.5. Turn-in. When directed by the armorer, the individual approaches the turn-in point and hands the pistol to the armorer “butt” first, muzzle elevated, and slide locked to the rear (open). **(T-1)** At no time during turn-in procedures should anyone place fingers into the trigger guard. The armorer takes possession of the pistol and immediately places the muzzle into the clearing barrel aiming point in line with the axis of the barrel. The armorer will use the following procedures:

A5.5.1. Visually inspect the pistol chamber and receiver to ensure they contain no magazine, ammunition or obstructions and the pistol is safe for storage. **(T-1)**

A5.5.2. Depress the slide stop lever and allow the slide to move forward to the closed position. **(T-1)**

A5.5.3. The pistol is now “rack safe;” the pistol is free of ammunition and the slide is forward. Store in an approved storage rack or container. **(T-1)**

Attachment 6

M15 REVOLVER (.38 CALIBER)

A6.1. General Information. M15 Revolver loading/unloading procedures are in accordance with TO 11W3-4-2-51, *Technical Manual Operation and Service Instruction with Illustrated Parts Breakdown for Smith and Wesson Combat Masterpiece Caliber .38 Revolver Model Number 15*.

WARNING: Do not use the M15 revolver to meet arming requirements; only use blank ammunition with the M15 revolver. The M15 revolver does not possess an external manual safety. It is imperative that the operator does not allow their fingers to enter the trigger guard during loading/unloading/clearing procedures. The operator only places their fingers inside the trigger guard when they intend to fire the revolver in an authorized manner. The clearing barrel attendant must immediately direct the operator to cease all actions if they either intentionally or unintentionally allow their fingers or any other object to enter the trigger guard.

A6.2. Issue. The armorer will use the following procedures when issuing the M15 revolver:

A6.2.1. Remove the revolver from its storage rack or container and proceed to the issue-point clearing area with the revolver carried in the raised pistol position. **(T-1)** Insert the muzzle of the revolver into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)**

A6.2.2. With the hammer in the decocked (forward) position, press forward on the thumbpiece, open the cylinder, and visually verify the revolver contains no ammunition and is safe to issue. **(T-1)**

A6.2.3. Hand the revolver to the person arming "butt" first, muzzle elevated, and cylinder open. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A6.3. Loading. The individual issued the revolver will use the following procedures:

A6.3.1. Proceed to the clearing zone with the revolver in the raised pistol position, the middle two fingers of the left-hand placed through the revolver frame and the cylinder held open by the thumb. **(T-1)**

A6.3.2. When directed by the clearing barrel attendant, enter the clearing zone, and place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A6.3.3. Keep the middle two fingers of the left-hand through the frame to support the revolver with the cylinder open, insert the ammunition one round at a time into the chambers using the right-hand while rotating the cylinder with the thumb and middle finger of the left-hand. **(T-1)** **Note:** When the M15 is being drawn for military working dog blank-fire training, the weapon may be loaded with blanks in the training area. Keep the weapon pointed in a safe direction and do not fire directly toward any personnel with blank rounds.

A6.3.4. After the clearing barrel attendant verifies the hammer is in the decocked (forward) position, close the cylinder, holster the revolver, and secure the holster strap across the back of the hammer. **(T-1)**

A6.3.5. After the clearing barrel attendant verifies the revolver is secured in the holster, exit the clearing zone. **(T-1)**

A6.4. Unloading and/or Clearing. Individuals preparing to unload and/or clear their SA/LW approach the clearing zone with the revolver holstered and will use the following procedures:

A6.4.1. When directed by the clearing barrel attendant, enter the clearing zone, unfasten the holster strap, un-holster the revolver, and immediately place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A6.4.2. Open the cylinder by pressing forward on the thumbpiece, place the middle two fingers of the left-hand through the frame to support the revolver, slightly elevate the muzzle, press the extractor rod, and remove all ammunition one round at a time if present. **(T-1)**

A6.4.3. After the clearing barrel attendant verifies the revolver contains no ammunition and is safe for turn-in, proceed to the turn-in point, middle two fingers of the left-hand inserted through the frame, the cylinder held open by the thumb, and the muzzle elevated. **(T-1)**

A6.5. Turn-in. When directed by the armorer, the individual approaches the turn-in point and hands the revolver to the armorer "butt" first, cylinder open and muzzle elevated. **(T-1)** The armorer takes possession of the revolver and immediately places the muzzle into the point clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers into the trigger guard. **(T-1)** The armorer will use the following procedures:

A6.5.1. Visually inspect the cylinder to ensure no ammunition is present and the weapon is safe for storage. **(T-1)**

A6.5.2. Close the cylinder and store the revolver in an approved storage rack or container. **(T-1)**

Attachment 7

MP5 SUBMACHINE GUN (SMG), 9MM

A7.1. General Information. MP5 SMG loading/unloading procedures are in accordance with TM 09724A-10/1, *Operator's Manual Submachine Gun, 9MM, MP5*. The safety selector lever on the MP5[®] SMG can either be placed on "S," "E" or "F." The letters represent German words. The "S" stands for safe; the "E" stands for semi-automatic; and the "F" stands for auto.

A7.2. Issue. The armorer will use the following procedures when issuing the SMG:

A7.2.1. Remove the SMG from its storage rack or container and proceed to the issue-point clearing area at "port-arms," bolt in the forward (closed) position, and safety selector lever in the safe (S) position. **(T-1)**

A7.2.2. Place the muzzle into the clearing barrel aiming point in line with the axis of the barrel and visually inspect the weapon to ensure there is no magazine inserted and the safety selector lever is in the safe (S) position. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A7.2.3. Pull cocking handle rearward and up to lock the bolt to rear (open) position. **(T-1)**

A7.2.4. Visually inspect the chamber and receiver to ensure no ammunition is present. **(T-1)**

A7.2.5. Issue the SMG to the individual "butt" first, muzzle elevated, bolt in the rear (open) position, and safety selector lever in the safe (S) position. **(T-1)** Do not place fingers on the trigger or into the trigger guard during issue. **(T-1)**

A7.3. Loading. The individual issued the SMG will use the following procedures:

A7.3.1. Proceed to the clearing zone with the SMG at "port-arms," bolt in the rear (open) position, and safety selector lever in the safe (S) position. **(T-1)** Do not place fingers in the trigger guard. **(T-1)**

A7.3.2. When directed by the clearing barrel attendant, enter the clearing zone, and place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)**

A7.3.3. Visually inspect the chamber/receiver to ensure no ammunition is present, there is no magazine inserted and the safety selector lever is in the safe (S) position. **(T-1)**

A7.3.4. After the clearing barrel attendant verifies the SMG contains no ammunition and is safe, insert and lock a loaded magazine into the SMG if arming. **(T-1)** If individual is not arming, proceed to next step without inserting a magazine. **(T-1)**

A7.3.5. Slap the cocking handle downward allowing the bolt to move forward to the closed position. **(T-1)** **Note:** When completed with a loaded magazine in the SMG, a round of ammunition is now chambered.

A7.3.6. After the clearing barrel attendant verifies the SMG is safe, sling the SMG over one shoulder or transport in an authorized carrying case. **(T-1)**

A7.4. Unloading and/or Clearing. Individuals preparing to unload and/or clear the SMG approach the clearing zone with the SMG at "sling-arms," "port arms," or in an authorized carrying case and will use the following procedures:

A7.4.1. When directed by the clearing barrel attendant, enter the clearing zone, unslung the SMG, or remove the SMG from the carrying case and immediately place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A7.4.2. Visually inspect to ensure the safety selector lever is in the safe (S) position and push the magazine release lever to remove the magazine. **(T-1)** Hand the magazine to the clearing barrel attendant. **(T-1)**

A7.4.3. Pull the cocking handle slowly to the rear and upward locking the bolt to the rear (open) position. **(T-1)** This action will cause a round to be ejected if present in the chamber. Rotate the SMG to allow the ejected round to fall into the rubber matted tray directly in front of and underneath the aiming point of the clearing barrel and hand the ejected round to the clearing barrel attendant. **(T-1)**

A7.4.4. Visually inspect the SMG to ensure the chamber and receiver area to ensure no magazine or ammunition present and the safety selector lever is in the safe position. **(T-1)**

A7.4.5. After the clearing barrel attendant verifies the SMG contains no ammunition and is safe for turn-in; proceed to the turn-in point with the SMG in the “port-arms” position, bolt locked in the rear (open) position and safety selector lever in the safe (S) position. **(T-1)**

A7.5. Turn-in. When directed by the armorer, the individual approaches the turn-in point and hand the SMG to the armorer “butt” first, muzzle elevated, bolt locked in the rear (open) position and safety selector lever in the safe (S) position. **(T-1)** The armorer takes possession of the SMG and immediately places the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers in the trigger guard. **(T-1)** The armorer will use the following procedures:

A7.5.1. Visually inspect the chamber/receiver to ensure no ammunition or magazine is present and the weapon is safe for storage. **(T-1)**

A7.5.2. Slap the cocking handle down fully allowing the bolt to move to the forward (closed) position. **(T-1)**

A7.5.3. Place the safety selector lever in the semi (E) position and dry-fire the SMG into the clearing barrel. **(T-1)**

A7.5.4. Place the safety selector lever in the safe (S) position. **(T-1)** The weapon is now “rack safe,” no ammunition is present, the bolt is in the forward (closed) position and the safety selector lever is in the safe (S) position. Store in an approved storage rack or container. **(T-1)**

Attachment 8

APC9K SUBMACHINE GUN (SMG), 9MM

A8.1. General Information. APC9K SMG loading/unloading procedures are in accordance with TO11W3-7-3-2, *Field Maintenance Manual Submachine Gun, 9-MM, APC9K*.

A8.2. Issue. The armorer will use the following procedures when issuing the SMG:

A8.2.1. Remove the SMG from its storage rack or container and proceed to the issue-point clearing area at “port-arms,” bolt in the forward (closed) position, and safety selector lever in the safe (S) position (denoted by white dot). **(T-1)**

A8.2.2. Place the muzzle into the clearing barrel aiming point in line with the axis of the barrel and visually inspect the weapon to ensure there is no magazine inserted, and the safety selector lever is in the safe (S) position. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A8.2.3. Pull charging handle rearward and up on the bolt catch to lock the bolt to rear (open) position. **(T-1)**

A8.2.4. Visually inspect the chamber and receiver to ensure no ammunition is present. **(T-1)**

A8.2.5. Issue the SMG to the individual “butt” first, muzzle elevated, bolt in the rear (open) position, and safety selector lever in the safe (S) position. **(T-1)** Do not place fingers on the trigger or into the trigger guard during issue. **(T-1)**

A8.3. Loading. The individual issued the SMG will use the following procedures:

A8.3.1. Proceed to the clearing zone with the SMG at “port-arms,” bolt in the rear (open) position, and safety selector lever in the safe (S) position. **(T-1)** Do not place fingers in the trigger guard. **(T-1)**

A8.3.2. When directed by the clearing barrel attendant, enter the clearing zone, and place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)**

A8.3.3. Visually inspect the chamber/receiver to ensure no ammunition is present, there is no magazine inserted, and the safety selector lever is in the safe (S) position. **(T-1)**

A8.3.4. After the clearing barrel attendant verifies the SMG contains no ammunition and is safe, insert a loaded magazine (should hear an audible click) into the magazine well if arming. **(T-1)** If individual is not arming, proceed to next step without inserting a magazine. **(T-1)**

A8.3.5. Push the external bolt catch downward allowing the bolt to move forward to the closed position. **(T-1)** **Note:** When completed with a loaded magazine in the SMG, a round of ammunition is now chambered.

A8.3.6. After the clearing barrel attendant verifies the SMG is safe, sling the SMG over one shoulder or transport in an authorized carrying case. **(T-1)**

A8.4. Unloading and/or Clearing. Individuals preparing to unload and/or clear the SMG approach the clearing zone with the SMG at “sling-arms,” “port arms,” or in an authorized carrying case and will use the following procedures:

A8.4.1. When directed by the clearing barrel attendant, enter the clearing zone, unsling the SMG, or remove the SMG from the carrying case and immediately place the muzzle into the

clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A8.4.2. Visually inspect to ensure the safety selector lever is in the safe (S) position and push the magazine retainer and pull the magazine downward and out to remove the magazine. **(T-1)** Hand the magazine to the clearing barrel attendant. **(T-1)**

A8.4.3. Pull the charging handle completely to the rear and push up on the bolt catch locking the bolt to the rear (open) position. **(T-1)** This action will cause a round to be ejected if present in the chamber. **Note:** Rotate the SMG to allow the ejected round to fall into the rubber matted tray directly in front of and underneath the aiming point of the clearing barrel and hand the ejected round to the clearing barrel attendant. **(T-1)**

A8.4.4. Visually inspect to ensure the chamber is empty, breech face, and ensure no magazine or ammunition is present and the safety selector lever is in the safe position. **(T-1)**

A8.4.5. After the clearing barrel attendant verifies the SMG contains no ammunition and is safe for turn-in; proceed to the turn-in point with the SMG in the “port-arms” position, bolt locked in the rear (open) position and safety selector lever in the safe (S) position. **(T-1)**

A8.5. Turn-in. When directed by the armorer, the individual approaches the turn-in point and hands the SMG to the armorer “butt” first, muzzle elevated, bolt locked in the rear (open) position and safety selector lever in the safe (S) position. **(T-1)** The armorer takes possession of the SMG and immediately places the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers in the trigger guard. **(T-1)** With the muzzle still in the clearing barrel, the armorer will use the following procedures:

A8.5.1. Visually inspect the chamber/receiver, breech face, and ensure no ammunition or magazine is present and the weapon is safe for storage. **(T-1)**

A8.5.2. Push the external bolt catch downward fully allowing the bolt to move to the forward (closed) position. **(T-1)**

A8.5.3. Place the safety selector lever in the semi (denoted by red dot) position and pull trigger (dry-fire) into the clearing barrel. **(T-1)**

A8.5.4. Place the safety selector lever in the safe (S) position. **(T-1)** The weapon is now “rack safe,” no ammunition is present, the bolt is in the forward (closed) position and the safety selector lever is in the safe (S) position. Store in an approved storage rack or container. **(T-1)**

Attachment 9

M16 SERIES, GAU/GUU SERIES RIFLES AND M4 SERIES CARBINES (5.56MM)

A9.1. General Information. M16 series rifles, GAU/GUU series rifles, and M4 series carbines loading/unloading procedures are in accordance with TO 11W3-5-5-41, *Operator's Manual for Rifle, 5.56 MM, M16A2 W/E, Carbine, 5.56 MM, M4 W/E*.

A9.2. Issue. The armorer will use the following procedures when issuing the 5.56mm rifle or carbine: **Note:** All future references to "rifle" include the M4 carbine.

A9.2.1. Remove the rifle from its storage rack or container and proceed to the issue-point clearing area with the weapon held in the "port-arms" position. **(T-1)** Do not place fingers into trigger guard. **(T-1)**

A9.2.2. Place the muzzle in the clearing barrel aiming point in line with the axis of the barrel and attempt to place the selector lever in the safe position. **(T-1)** **Note:** If the rifle was properly stored with the hammer in the forward position, the selector lever will not go into the safe position.

A9.2.3. Visually inspect the rifle to ensure there is no magazine inserted. **(T-1)** **Note:** If a magazine is inserted, depress the magazine catch button and remove the magazine before proceeding.

A9.2.4. Pull the charging handle to the rear while depressing the lower portion of the bolt catch and lock the bolt to the rear (open) position. **(T-1)** Return the charging handle to the forward position. **(T-1)**

A9.2.5. Place the selector lever in the safe position and visually inspect the chamber and receiver area to ensure no ammunition is present. **(T-1)**

A9.2.6. Issue the rifle to the individual "butt" first, muzzle elevated, bolt locked to the rear (open position) and the selector lever in the safe position. **(T-1)** Do not place fingers on trigger or into trigger guard during issue. **(T-1)**

A9.3. Loading. The individual issued the rifle will use the following procedures:

A9.3.1. Proceed to the clearing zone with the rifle held in the "port-arms" position, bolt locked to the rear and selector lever in the safe position. **(T-1)**

A9.3.2. When directed by the clearing barrel attendant, enter the clearing zone, and place the muzzle into the clearing barrel aiming point in line with axis of barrel. **(T-1)** Do not place fingers into trigger guard. **(T-1)**

A9.3.3. Visually inspect the rifle to ensure the selector lever is in the safe position and there is no magazine or ammunition present in the chamber or receiver area. **(T-1)**

A9.3.4. After the clearing barrel attendant verifies the rifle contains no ammunition and is safe, depress the upper portion of the bolt catch, allowing the bolt to move to the forward (closed) position; close the ejection port cover. **(T-1)**

A9.3.5. If the individual is to be armed, insert a loaded magazine, and ensure it is secured into the magazine well. **(T-1)** The individual is now considered armed. A round will not be chambered. **(T-1)** If the individual is not arming, proceed to next step without inserting a

magazine. **Note:** If the theater commander or MAJCOM has approved the use of tracer ammunition per the GMAT, the Defense Force Commander determines the ratio of ball to tracer required (e.g., 5:1, 4:1 or 3:1).

A9.3.6. Sling the rifle with the muzzle pointed either in the up or down position. **(T-1)** During inclement weather, the rifle should be slung with the muzzle pointed down.

A9.4. Unloading and/or Clearing. Individuals preparing to unload and/or clear SA/LW approach the clearing zone with the rifle in the “sling arms” or “port-arms” position and will use the following procedures:

A9.4.1. When directed by the clearing barrel attendant, enter the clearing zone, unsling the rifle, and immediately place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A9.4.2. If a magazine is in the magazine well, depress the magazine catch button, remove the magazine, and hand the magazine to the clearing barrel attendant. **(T-1)**

A9.4.3. Visually inspect the rifle to ensure the selector lever is in the safe position, pull the charging handle to rear while depressing the lower portion of the bolt catch and lock the bolt to the rear (open) position. **(T-1)** Return the charging handle to the forward position. **(T-1)**

A9.4.4. Visually inspect the rifle chamber and receiver area to ensure no magazine or ammunition is present and the selector lever is in the safe position. **(T-1)**

A9.4.5. After the clearing barrel attendant verifies the rifle contains no ammunition and is safe for turn-in; proceed to the turn-in point with the rifle held at “port-arms,” bolt locked to the rear (open) position, and selector lever on safe. **(T-1)**

A9.5. Turn-in. When directed by the armorer, the individual approaches the turn-in point and hands the rifle to the armorer “butt” first, muzzle elevated, bolt locked to the rear (open) position and the selector lever in the safe position. **(T-1)** The armorer takes possession of the rifle and immediately places the muzzle into the clearing barrel aiming point in line with axis of barrel. **(T-1)** Do not place fingers into trigger guard. **(T-1)** The armorer will use the following procedures:

A9.5.1. Visually inspect the chamber and receiver area; ensure no ammunition or magazine is present and the rifle is safe for storage. **(T-1)**

A9.5.2. Depress the upper portion of the bolt catch and allow the bolt to move to the forward (closed) position. **(T-1)**

A9.5.3. Place the selector lever on semi and pull the trigger, dry-firing the rifle into the clearing barrel. **(T-1)** Close the ejection port cover. **(T-1)** Ensure all optics, pointers, and illuminators attached to the rifle are turned off. **(T-1)**

A9.5.4. The rifle is now “rack safe,” free of ammunition, bolt forward (closed) and selector lever in the semi position. **Note:** The selector lever cannot be placed on safe after the rifle has been dry-fired. Store in an approved storage rack or container. **(T-1)**

Attachment 10

M14 RIFLE (7.62MM)

A10.1. General Information. M14 rifle loading/unloading procedures are in accordance with TO 11W3-5-4-41, Technical Manual, *Operator Manual, For Rifle 7.62MM, M14 W/E*.

A10.2. Issue. The armorer will use the following procedures when issuing the M14 rifle:

A10.2.1. Remove the rifle from the storage rack and proceed to the issue-point clearing area with the rifle held in the “port arms” position, bolt in the forward (closed) position, and the safety in the fire (forward) position. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A10.2.2. Place the muzzle into the clearing barrel aiming point in line with the axis of the barrel and lock the bolt to the rear (open) position. **(T-1)**

A10.2.3. Place the safety in the safe (rear) position. **(T-1)**

A10.2.4. Visually inspect the chamber and receiver to ensure no ammunition or magazine is present. **(T-1)**

A10.2.5. Issue rifle to person “butt” first, muzzle elevated, bolt locked to the rear (open) position and safety in the safe (rear) position. **(T-1)** Do not place fingers on trigger or into trigger guard during issue. **(T-1)**

A10.3. Loading. The individual issued the rifle will use the following procedures:

A10.3.1. Proceed to the clearing zone with the rifle held in the “port-arms” position, bolt in the rear (open) position, and safety in the safe (rear) position. **(T-1)**

A10.3.2. When directed by the clearing barrel attendant, enter the clearing zone, and place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A10.3.3. Visually inspect the chamber and receiver to ensure no ammunition or magazine is present. **(T-1)**

A10.3.4. After the clearing barrel attendant verifies no ammunition is present, pull back on the operating rod handle, and release it to permit the bolt to move forward to the closed position. **(T-1)**

A10.3.5. If the person is to be armed, insert a loaded magazine, and ensure it is secured into the magazine well. **(T-1)** The individual is now considered armed. A round will not be chambered. **(T-1)** If the individual is not arming, proceed to next step without inserting a magazine. **(T-1)**

A10.3.6. Sling the rifle with the muzzle pointed either in the up or down position. **(T-1)** During inclement weather, the rifle should be slung with the muzzle pointed down. **Note:** For Honor Guard personnel, the weapon is transported with bolt forward, no ammunition and safety on safe. **(T-1)**

A10.4. Honor Guard Loading for Ceremony. Honor Guard personnel do not load the rifle until just prior to the ceremony start time. **(T-1)** The individual issued the rifle will use the following procedures:

A10.4.1. Visually inspect the rifle to ensure the safety is in the safe (rear) position. **(T-1)**

A10.4.2. Lock the bolt to the rear (open) position and inspect the chamber to ensure it is clear. **(T-1)**

A10.4.3. Pull back on the operating rod handle and release it to permit the bolt to move forward to the closed position. **(T-1)**

A10.4.4. Insert magazine loaded with blank ammunition and place the safety in the fire (forward) position when ready to fire in the ceremony. **(T-1)** **WARNING:** Do not fire blank ammunition directly toward personnel. **Note:** Upon completion of the ceremony, the ranking individual verifies the weapons are clear (as prescribed in **Paragraph A10.5.2** through **Paragraph A10.5.3**) using a two-person concept, allows the bolt to go forward and ensures the safety is in the safe (rear) position, to transport the weapons.

A10.5. Unloading and/or Clearing. Individuals preparing to clear SA/LW approach the clearing zone with their rifle in the “port arms” position and will use the following procedures:

A10.5.1. When directed by the clearing barrel attendant, enter the clearing zone, unsling the rifle, and immediately place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A10.5.2. If a magazine is in the magazine well, depress the magazine latch, remove the magazine, and hand it to the clearing barrel attendant before proceeding. **(T-1)**

A10.5.3. Visually inspect the rifle to ensure the safety is in the safe (rear) position, with the safety protruding into the trigger guard. **(T-1)**

A10.5.4. Lock the bolt to the rear (open) position and visually inspect the chamber and receiver to ensure no ammunition or magazine is present. **(T-1)**

A10.5.5. After the clearing barrel attendant verifies the rifle contains no ammunition and is safe for turn-in, proceed to the turn-in point with the rifle in the “port-arms” position, bolt in the rear (open) position, and safety in the safe position. **(T-1)**

A10.6. Turn-in. When directed by the armorer, the individual approaches the turn-in point and hands the rifle to the armorer “butt” first, muzzle elevated, bolt locked in the rear (open) position, and safety in the safe (rear) position. **(T-1)** The armorer takes possession of the rifle and immediately places the muzzle into the clearing barrel aiming point in line with axis of barrel. Do not place fingers into the trigger guard. **(T-1)** The armorer will use the following procedures:

A10.6.1. Visually inspect the chamber and receiver area to ensure no ammunition or magazine is present and is safe for storage. **(T-1)**

A10.6.2. Pull back on the operating rod handle and release it to permit the bolt to move forward to the closed position. **(T-1)**

A10.6.3. Place the safety to the fire (forward) position and press the trigger, dry-fire the rifle into the clearing barrel. **(T-1)**

A10.6.4. The rifle is now “rack safe,” free of ammunition, bolt forward (closed) and safety is in the fire (forward) position. Store in an approved storage rack or container. **(T-1)**

Attachment 11

M110 SEMI-AUTOMATIC SNIPER SYSTEM (SASS) AND M110A1 SQUAD DESIGNATED MARKSMAN RIFLE (SDMR) (7.62MM)

A11.1. General Information. M110 SASS and M110A1 SDMR loading/unloading procedures are in accordance with TO 11W3-5-4-71, *Operator's Manual For M110 Semi-Automatic Sniper System (SASS), 7.62MM* and TO 11W3-5-4-81, *Operator's Manual For M110A1 Squad Designated Marksman Rifle (SDMR)*.

A11.2. Issue. The armorer will use the following procedures when issuing the M110 SASS rifle:

A11.2.1. Remove the rifle from its storage rack or container and proceed to the issue-point clearing area with the weapon held in the "port-arms" position. **(T-1)** Do not place fingers into trigger guard. **(T-1)**

A11.2.2. Place the muzzle of the rifle in the clearing barrel aiming point in line with the axis of the barrel. **(T-1)**

A11.2.3. Attempt to place the ambidextrous safety selector lever in the safe (S) position. **(T-1)**
Note: If the rifle was properly stored with the hammer in the forward position, the ambidextrous safety selector lever will not go into the safe position. **(T-1)**

A11.2.4. Visually inspect the rifle to ensure there is no magazine inserted. **(T-1)** **Note:** If a magazine is inserted, depress the ambidextrous magazine catch button and remove the magazine before proceeding.

A11.2.5. With the muzzle in the clearing barrel aiming point in line with the axis of the barrel, pull the charging handle to the rear while pressing the ambidextrous bolt catch, and lock the bolt to the rear (open) position. **(T-1)** Return the charging handle to the forward position. **(T-1)**

A11.2.6. Place the ambidextrous safety selector lever in the safe position and visually inspect the chamber and receiver area to ensure no ammunition is present. **(T-1)**

A11.2.7. Issue the rifle to the individual "butt" first, muzzle elevated, bolt locked to the rear (open position) and the ambidextrous safety selector lever in the safe position. **(T-1)** Do not place fingers on trigger or into trigger guard during issue. **(T-1)**

A11.3. Loading. The individual issued the rifle will use the following procedures:

A11.3.1. Proceed to the clearing zone with the rifle held in the "port-arms" position, bolt locked to the rear and ambidextrous safety selector lever in the safe position. **(T-1)**

A11.3.2. When directed by the clearing barrel attendant, enter the clearing zone, and place the muzzle into the clearing barrel aiming point in line with axis of barrel. **(T-1)** Do not place fingers into trigger guard. **(T-1)**

A11.3.3. Visually inspect the rifle to ensure the ambidextrous safety selector lever is in the safe position and there is no magazine or ammunition present in the chamber or receiver area. **(T-1)**

A11.3.4. After the clearing barrel attendant verifies the rifle contains no ammunition and is safe, depress the upper portion of the ambidextrous bolt catch, allowing the bolt to move to the forward (closed) position; close the ejection port cover. **(T-1)**

A11.3.5. If the individual is to be armed, insert a loaded magazine, and ensure it is secured into the magazine well. **(T-1)** The individual is now considered armed. A round will not be chambered. **(T-1)** If the individual is not arming, proceed to next step without inserting a magazine. **(T-1)**

A11.3.6. Sling the rifle with the muzzle pointed either in the up or down position. **(T-1)** During inclement weather, the rifle should be slung with the muzzle pointed down.

A11.4. Unloading and/or Clearing. Individuals preparing to clear SA/LW approach the clearing zone with the rifle in the “sling-arms” or “port-arms” position and will use the following procedures:

A11.4.1. When directed by the clearing barrel attendant, enter the clearing zone, unsling the rifle, and immediately place the muzzle into the clearing barrel aiming point in line with axis of barrel. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A11.4.2. If a magazine is in the magazine well, depress the ambidextrous magazine catch button, remove the magazine, and hand it to the clearing barrel attendant. **(T-1)** If there is no magazine in the rifle, proceed to [Paragraph A11.4.3](#).

A11.4.3. Visually inspect the rifle to ensure the ambidextrous safety selector lever is in the safe position, pull the charging handle to the rear while depressing the ambidextrous bolt catch and lock the bolt to the rear (open) position. **(T-1)** Return the charging handle to the forward position. **(T-1)**

A11.4.4. Visually inspect the chamber and receiver area to ensure no magazine and ammunition are present and the ambidextrous safety selector lever is in the safe position. **(T-1)**

A11.4.5. After the clearing barrel attendant verifies the rifle contains no ammunition and is safe for turn-in; proceed to the SA/LW turn-in point with the rifle held at “port-arms,” bolt locked to the rear (open) position, and ambidextrous safety selector lever on safe. **(T-1)**

A11.5. Turn-in. When directed by the armorer, the individual approaches the turn-in point and hands the rifle to the armorer “butt” first, muzzle elevated, bolt locked to the rear (open) position and the ambidextrous safety selector lever in the safe position. **(T-1)** The armorer takes possession of the rifle and immediately places the muzzle into the clearing barrel aiming point in line with axis of barrel. **(T-1)** Do not place fingers into trigger guard. **(T-1)** The armorer will use the following procedures:

A11.5.1. Visually inspect the chamber/receiver area to ensure no ammunition or magazine is present and the rifle is safe for storage. **(T-1)**

A11.5.2. Depress the ambidextrous bolt catch and allow the bolt to move to the forward (closed) position. **(T-1)**

A11.5.3. Place the ambidextrous safety selector lever on fire and pull the trigger, dry-firing the rifle into the issue/turn-in barrel. **(T-1)** Close the ejection port cover. **(T-1)** Ensure all optics, pointers, and illuminators attached to the rifle are turned off and remove the sound suppressor if attached. **(T-1)**

A11.5.4. The rifle is now “rack safe,” free of ammunition, bolt forward (closed) and ambidextrous safety selector lever in the fire (F) position. **Note:** The ambidextrous safety

selector lever cannot be placed on safe after the rifle has been dry-fired. Store in an approved storage rack or container. (T-1)

Attachment 12

M24 SNIPER WEAPON SYSTEM (SWS) RIFLE (7.62MM)

A12.1. General Information. M24 rifle loading/unloading procedures are in accordance with TO 11W3-5-4-10-1, *Operator Manual, 7.62MM M24 Sniper Weapon System*. Normally, each rifle is zeroed to the assigned marksman or a team of two marksmen. The M24 should not be used as a general issue weapon. The entire system consists of the rifle, optics, cleaning kit, cases, operator's manual, and other-directed support equipment.

A12.2. Storage. The M24 SWS rifle should be stored in a sealed or locked case. This helps to prevent movement/damage to the sighting device and subsequent changes in the zero of the optics. If the case is sealed, the seal is a railroad-type, numbered seal. **(T-2)** The unit commander determines who is authorized to remove and replace seals and under what circumstances. If the case is locked, the unit commander determines key control procedures.

A12.2.1. Prior to placing the rifle in its storage case, the weapon must be cleared, and the bolt removed. **(T-1)** The bolt is stored in the rifle case.

A12.2.2. Access to the rifle must be strictly controlled. Once the operator has sighted and zeroed the weapon, they should be the only individuals handling the weapon for training and/or operational use.

A12.2.3. If the rifle is not stored in a case, armory personnel should take great care in protecting the sighting system from damage or from being disturbed during daily operations. The unit commander determines how the rifle is stored (in a case or weapons rack).

A12.3. Ammunition. The M24 can be utilized to fire long-range ball, ball/tracer, and armor piercing (AP) ammunition. Long-range ammunition is produced to stringent tolerances to ensure superior accuracy. AP ammunition enables penetration of hard cover, such as urban terrain and light armor.

A12.3.1. Ammunition may be stored in the sealed or locked case with the M24 to accommodate quick response; however, the unit must maintain required accountability and security of both the rifle and munitions. **(T-1)**

A12.3.2. If ammunition is stored in the rifle case, an armorer will verify the type, amount and lot number(s) prior to the case being locked or sealed. **(T-1)** To accommodate accountability, ammunition amount and type should be annotated on the seal log.

A12.4. Issue. The armorer will use the following procedures when issuing the M24 rifle:

A12.4.1. Remove the rifle from its storage rack/case and proceed to the issue-point clearing area with it in the "port-arms" position, bolt in the forward (closed) position (if rifle is stored with the bolt in the weapon), and the safety in the fire (F) position. **(T-1)** Do not place fingers into trigger guard. **(T-1)**

A12.4.2. Place the muzzle in the clearing barrel aiming point in line with the axis of the barrel, unlock and retract bolt handle fully to the rear. **(T-1)** If the rifle is stored in a case, with the bolt removed, inspect the chamber and magazine area to ensure no ammunition is present, insert the bolt assembly and retract the bolt handle fully to the rear. **(T-1)**

A12.4.3. Place the safety to the safe (S) position, inspect the chamber and magazine area to ensure no ammunition is present. **(T-1)**

A12.4.4. Issue the rifle to the individual “butt” first, muzzle elevated, bolt to the rear (open) position and safety in the safe (S) position. **(T-1)** Do not place fingers on trigger or into trigger guard during issue. **(T-1)** **Note:** If the unit commander has designated storage of the M24 in a locked/sealed case, the armorer may issue the rifle and ammunition to the designated marksman in the case to expedite issue for urgent/critical responses. This procedure may not be used for non-emergency/routine issue of the rifle. The unit commander will designate in a local operating instruction if this option will be used, including details on specific procedures. **(T-1)**

A12.5. Loading/Clearing Upon Issue. The individual issued the rifle will use the following procedures:

A12.5.1. Proceed to the clearing zone with the rifle held in the “port-arms” position, bolt to the rear and safety lever in the safe position. **(T-1)**

A12.5.2. When directed by the clearing barrel attendant, enter the clearing zone, and place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers into trigger guard. **(T-1)**

A12.5.3. Visually inspect the safety lever is in the safe position and no ammunition is present in the chamber or receiver area. **(T-1)**

A12.5.4. The clearing barrel attendant verifies the rifle is clear and safe. If the rifle is to be loaded, proceed to **Paragraph A12.5.5.** **(T-1)** If the rifle is not to be loaded, close the bolt, and ensure the safety lever is in the safe position, then sling the rifle with the muzzle pointed either up or down, or place it in the rifle case for transport. **(T-1)** During inclement weather, the rifle should be slung with the muzzle pointed down.

A12.5.5. If the individual is to be armed, ensure the safety lever is in the safe position and insert ammunition into the magazine. **(T-1)** Ensure ammunition is set fully rearward in the magazine. **(T-1)**

A12.5.6. Press downward on the top round in the magazine to prevent chambering a round and slowly slide the bolt forward, so the bolt slides over the top of the cartridges in the magazine. **(T-1)** The rifle will not be carried with a round in the chamber. **(T-1)**

A12.5.7. After the clearing barrel attendant verifies a round in not chambered and the safety is in the safe position, sling the rifle with the muzzle pointed either up or down. **(T-1)** During inclement weather, the rifle should be slung with the muzzle pointed down. The individual is now considered armed to meet duty requirements.

A12.6. On-Post Loading/Unloading. The unit commander determines the circumstances for loading the M24. These procedures will be prescribed in a local operating instruction.

A12.6.1. Loading. The individual issued the rifle will use the following procedures:

A12.6.1.1. Point the muzzle in a safe direction, ensure the safety is in the safe position and open the bolt. **(T-1)**

A12.6.1.2. After the posting supervisor (or spotter) verifies the rifle is clear, insert ammunition into the magazine. **(T-1)** Ensure ammunition is set fully rearward in the

magazine. **(T-1)** A round is only inserted in the chamber when there is an immediate need to engage a target/threat. **(T-1)**

A12.6.1.3. Press downward on the top round in the magazine and slowly slide the bolt forward, so the bolt slides over the top of the cartridges in the magazine. **(T-1)** Ensure the safety is in the safe position until there is a need to engage a target/threat. **(T-1)**

A12.6.2. Unloading. The individual issued the rifle will use the following procedures:

A12.6.2.1. Point the muzzle in a safe direction, ensure the safety is in the safe position, open the bolt and pull the handle to the rear slowly with left hand while the right hand is positioned to catch the ejected round if present. **(T-1)** If required by local procedures to leave ammunition in the magazine proceed to **Paragraph A12.6.2.4.**

A12.6.2.2. Place the hand below the floorplate and depress the floorplate latch. **(T-1)** Remove the ammunition, push in the magazine follower, and close the floorplate. **(T-1)**

A12.6.2.3. After the posting supervisor (or spotter) verifies the rifle contains no ammunition and is safe, close the bolt. **(T-1)** The rifle is now clear.

A12.6.2.4. After the posting supervisor (or spotter) verifies the safety is in the safe position and the chamber is free of ammunition, push downward on the top round in the magazine and slowly slide the bolt forward, so the bolt slides over the top of the cartridges in the magazine. **(T-1)** **Note:** The rifle is not cleared in this configuration. Ensure the safety is in the safe position until there is a need to engage a target/threat.

A12.7. Unloading and/or Clearing Prior to Turn-in. Posting supervisors ensure removal of rounds from the rifle before the individual departs their post or duty location. **(T-1)** In cases where a posting supervisor is not present, the spotter ensures removal of rounds from the rifle. **(T-1)** Individuals preparing to clear SA/LW approach the clearing zone with the rifle in the “sling-arms” or “port-arms” position and will use the following procedures:

A12.7.1. When directed by the clearing barrel attendant, enter the clearing zone, and immediately place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A12.7.2. After the clearing barrel attendant verifies the rifle safety is in the safe (S) position, open the bolt to the rear slowly with the left hand while the right hand is positioned to catch ejected round if present. **(T-1)**

A12.7.3. If ammunition is present in magazine, place hand below floorplate and depress floorplate latch. **(T-1)** Remove the ammunition, push in the magazine follower, and close the floorplate. **(T-1)**

A12.7.4. Visually inspect the chamber/receiver area to ensure no ammunition is present and the safety is in the safe position. **(T-1)**

A12.7.5. After the clearing barrel attendant verifies the rifle contains no ammunition and is safe for turn-in; proceed to the SA/LW turn-in point with the rifle at “port-arms,” bolt locked to the rear (open) position, and safety lever on (S). **(T-1)**

A12.8. Turn-in. When directed by the armorer, the individual approaches the turn-in point and hands the rifle to the armorer “butt” first, muzzle elevated, bolt locked to the rear (open) position and the safety lever in the safe (S) position. **(T-1)** The armorer takes possession of the rifle and

immediately places the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers into trigger the guard. **(T-1)** The armorer will use the following procedures:

A12.8.1. Visually inspect the chamber/receiver area and magazine to ensure the rifle contains no ammunition and is safe for storage. **(T-1)** If the unit commander has authorized storage of the M24 in a sealed or locked case, go to **Paragraph A12.8.4**.

A12.8.2. Close and lock the bolt, place the safety lever on fire (F) and pull the trigger, dry-firing the rifle into the clearing barrel. **(T-1)** Ensure all electronic optics, pointers, and illuminators attached to the rifle are turned off. **(T-1)**

A12.8.3. The rifle is now “rack safe,” free of ammunition, bolt forward (closed) and safety lever in the fire (F) position. **Note:** The safety lever cannot be placed on safe after the rifle has been dry-fired. Store the rifle in an approved storage rack or container. **(T-1)**

A12.8.4. If the unit commander has authorized storage of the M24 in a sealed or locked case; the armorer will perform the following procedures:

A12.8.4.1. Push the bolt stop release and as you are pushing the bolt stop release, slide the bolt assembly to the rear and remove it from the weapon. **(T-1)**

A12.8.4.2. Place the bolt assembly in the storage case. **(T-1)** The weapon is now clear and safe. Place the rifle, as well as the ammunition (if authorized), and any other required equipment in the storage case and lock or seal the case. **(T-1)** If the case is sealed, the armorer records the new seal number in the seal log.

Attachment 13

MK22 PRECISION SNIPER RIFLE (PSR)

A13.1. General Information. MK22 PSR loading/unloading procedures are in accordance with TM 9-1005-475-10, *Operator's Manual for MK22 Precision Sniper Rifle (PSR)*. Normally, each rifle is zeroed to the assigned marksman or a team of two, marksmen and spotter/observer. The MK22 should not be used as a general issue weapon. The entire system consists of the rifle, optics, cleaning kit, cases, operator's manual, and other-directed support equipment.

A13.2. Storage. The MK22 PSR should be stored in a sealed or locked case. This helps to prevent movement/damage to the sighting device and subsequent changes in the zero of the optics. If the case is sealed, the seal is a railroad-type, numbered seal. The unit commander determines who is authorized to remove and replace seals and under what circumstances. If the case is locked, the unit commander determines key control procedures.

A13.2.1. Prior to placing the rifle in its storage case, the weapon must be cleared.

A13.2.2. Access to the rifle should be strictly controlled. Once the assigned user(s) has sighted and zeroed the weapon; they should be the only individuals allowed to handle the weapon for training and/or operational use.

A13.2.3. If the rifle is not stored in a case, armory personnel should take great care in protecting the sighting system from damage or from being disturbed during daily operations. The unit commander determines how the rifle is stored (in a case or weapons rack) that meets the requirements of DoDM 5100.76_DAFMAN 31-101, V2. **Note:** The MK22 will not fit in the standard rifle storage rack and units will need to arrange other methods to properly secure the weapon.

A13.3. Ammunition. The MK22 can be utilized to fire long-range ball and armor piercing ammunition. Long-range ammunition is produced to stringent tolerances to ensure superior accuracy. Armor piercing ammunition enables the operator to penetrate hardened targets, such as light armor and some ballistic vests.

A13.3.1. Ammunition may be stored in the sealed or locked case with the MK22 to accommodate quick response; however, the unit must maintain required accountability and security of both the rifle and munitions. Ammunition may not be loaded in the weapon.

A13.3.2. If ammunition is stored in the rifle case, an armorer will verify the type, amount and lot number(s) prior to the case being locked or sealed. To accommodate accountability, ammunition amount and type should be annotated on the seal log.

A13.4. Issue. The armorer will use the following procedures when issuing the MK22 rifle:

A13.4.1. Remove the rifle from its storage rack/case and proceed to the issue-point clearing area with it in the "port-arms" position, bolt in the forward (closed) position, and the safety in the fire position. Do not place fingers into trigger guard. **Note:** If the rifle is in a sealed case or rack, the armorer will verify the seal number before opening the case or rack.

A13.4.2. Place the muzzle in the clearing barrel aiming point in line with the axis of the barrel, unlock and retract bolt handle fully to the rear.

A13.4.3. Place the safety to the safe position, inspect the chamber and magazine area to ensure no ammunition is present.

A13.4.4. Issue the rifle to the individual “butt” first, muzzle elevated, bolt to the rear (open) position and safety in the safe position. Do not place fingers on trigger or into trigger guard during issue. **Note:** If the unit commander has designated storage of the MK22 in a locked/sealed case, the armorer may issue the rifle and ammunition to the operator in the case to expedite issue for urgent/critical responses. This procedure may not be used for non-emergency/routine issue of the rifle. The unit commander will designate in a local operating instruction if this option will be used, including details on specific procedures.

A13.5. Loading/Clearing Upon Issue. The individual issued the rifle will use the following procedures:

A13.5.1. Proceed to the clearing zone with the rifle held in the “port-arms” position, bolt to the rear and safety lever in the safe position.

A13.5.2. When directed by the clearing barrel attendant, enter the clearing zone, and place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. Do not place fingers into trigger guard.

A13.5.3. Visually inspect the safety lever is in the safe position and no ammunition is present in the chamber or receiver area.

A13.5.4. The clearing barrel attendant verifies the rifle is clear and safe. If the rifle is to be loaded, proceed to **Paragraph A13.5.5**. If the rifle is not to be loaded, close the bolt, and ensure the safety lever is in the safe position, then sling the rifle with the muzzle pointed either up or down, or place it in the rifle case for transport. During inclement weather, the rifle should be slung with the muzzle pointed down.

A13.5.5. If the individual is to be armed, ensure the safety lever is in the safe position, push the bolt handle forward to close the bolt, and insert the magazine into the weapon. Pull downward on the magazine to ensure it is properly seated. A round will not be chambered, nor the selector lever moved to the FIRE position at this time.

A13.5.6. After the clearing barrel attendant verifies a round was not chambered and the safety is in the safe position, sling the rifle with the muzzle pointed either up or down. During inclement weather, the rifle should be slung with the muzzle pointed down. The individual is now considered armed to meet duty requirements.

A13.6. On-Post Loading/Unloading. The unit commander or MAJCOM determines the circumstances for loading the MK22. These procedures will be prescribed in a local operating instruction.

A13.6.1. Loading. The individual issued the rifle will use the following procedures:

A13.6.1.1. Point the muzzle in a safe direction, ensure the safety is in the safe position and open the bolt.

A13.6.1.2. After the posting supervisor (or spotter) verifies the rifle is clear, push the bolt handle forward and rotate down to close the bolt and chamber a round. **Note:** A round is only inserted in the chamber when there is an immediate need to engage a target/threat.

A13.6.1.3. Ensure the safety is in the safe position until there is a need to engage a target/threat.

A13.6.2. Unloading. The individual issued the rifle will use the following procedures:

A13.6.2.1. Point the muzzle in a safe direction, ensure the safety is in the safe position (**Note:** If the weapon has been fired and the bolt has not been moved to the rear, the safety will not go to the safe position. In this case, proceed to the next step.), press the magazine release button, remove the magazine, open the bolt, and pull the handle to the rear slowly with left hand while the right hand is positioned to catch the ejected round if present. Place the safety in the safe position, if not accomplished previously. If required by local procedures to place the magazine back into the weapon, proceed to **Paragraph A13.6.2.3.**

A13.6.2.2. After the posting supervisor (or spotter) verifies the rifle contains no ammunition and is safe, close the bolt. The rifle is now clear.

A13.6.2.3. After the posting supervisor (or spotter) verifies the safety is in the safe position and the chamber is free of ammunition, slowly push the bolt handle forward and rotate down to close the bolt, then insert the magazine. **Note:** The rifle is not cleared in this configuration. Ensure the safety is in the safe position until there is a need to engage a target/threat.

A13.7. Unloading and/or Clearing Prior to Turn-in. Posting supervisors ensure removal of rounds from the rifle before the individual departs their post or duty location. In cases where a posting supervisor is not present, the spotter ensures removal of rounds from the rifle. Spotters must be qualified on the weapon to the same level as the operator. Individuals preparing to clear SA/LW approach the clearing zone with the rifle in the “sling-arms” or “port-arms” position and will use the following procedures:

A13.7.1. When directed by the clearing barrel attendant, enter the clearing zone, and immediately place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. Do not place fingers into the trigger guard.

A13.7.2. After the clearing barrel attendant verifies the rifle safety is in the safe position, remove the magazine, open the bolt to the rear slowly with the left hand while the right hand is positioned to catch ejected round if present.

A13.7.3. Visually inspect the chamber/receiver area to ensure no ammunition is present and the safety is in the safe position.

A13.7.4. After the clearing barrel attendant verifies the rifle contains no ammunition and is safe for turn-in; proceed to the SA/LW turn-in point with the rifle at “port-arms,” bolt locked to the rear (open) position, and safety lever in the safe position.

A13.8. Turn-in. When directed by the armorer, the individual approaches the turn-in point and hands the rifle to the armorer “butt” first, muzzle elevated, bolt locked to the rear (open) position and the safety lever in the safe position. The armorer takes possession of the rifle and immediately places the muzzle into the clearing barrel aiming point in line with the axis of the barrel. Do not place fingers into trigger the guard. The armorer will use the following procedures:

A13.8.1. Visually inspect the chamber/receiver area to ensure the rifle contains no ammunition and is safe for storage. If the unit commander has authorized storage of the MK22 in a sealed or locked case, go to **Paragraph A13.8.4.**

A13.8.2. Close and lock the bolt, place the safety lever on fire and pull the trigger, dry-firing the rifle into the clearing barrel. Ensure all electronic optics, pointers, and illuminators attached to the rifle are turned off.

A13.8.3. The rifle is now “rack safe,” free of ammunition, bolt forward (closed) and safety lever in the fire position. **Note:** The safety lever cannot be placed on safe after the rifle has been dry-fired. Store in an approved storage rack or container. **(T-1)**

A13.8.4. If the unit commander has authorized storage of the MK22 in a sealed or locked case; the armorer will perform the following procedures:

A13.8.4.1. Place the rifle, as well as the ammunition (if authorized), and any other required equipment in the storage case and lock or seal the case.

A13.8.4.2. If the case is sealed, the armorer records the new seal number in the seal log.

Attachment 14

M107 LONG RANGE SNIPER RIFLE (LRSR) (.50 CALIBER)

A14.1. General Information. M107 LRSR loading/unloading procedures are in accordance with TO 11W2-5-7-1, *Operator's Manual Long Range Sniper Rifle, Caliber .50, M107*. The M107 LRSR is a .50 caliber anti-materiel weapon. **Note:** Due to the size of the muzzle break on the M107, the barrel will not fit into the opening of the clearing barrel. Therefore, when using a clearing barrel to inspect the M107, the individual handling the weapon must ensure the center of the M107 bore is pointed at and in line with the axis of the clearing barrel aiming point (center of opening).

A14.2. Issue. The M107 may be stored assembled in a rack or unassembled in a case.

A14.2.1. Assembled M107. The armorer will use the following procedures when issuing the M107:

A14.2.1.1. Remove the M107 from its storage rack or container and proceed to the issue-point clearing area at "port-arms," bolt in the forward (closed) position and safety on safe (S). **(T-1)**

A14.2.1.2. Point the muzzle of the weapon at the clearing barrel aiming point. Grasp the charging handle and pull the bolt to the rear and hold the bolt to the rear (bolt will not lock to the rear). **(T-1)** Check the chamber and magazine well to ensure no rounds are present. **(T-1)**

A14.2.1.3. While holding the charging handle, ride the bolt forward. **(T-1)** Do not allow the bolt to slam forward as damage will occur. **(T-1)**

A14.2.1.4. Issue the M107 to the individual, "butt" first, muzzle elevated, and safety switch in the safe position. **(T-1)**

A14.2.2. Unassembled M107. The armorer will use the following procedures when issuing the M107:

A14.2.2.1. Remove case from storage location, move to a clear area with sufficient lighting and open case. **(T-1)**

A14.2.2.2. Jointly verify receiver/chamber are void of ammo and all appropriate equipment is present with individual receiving M107 prior to issue. **(T-1)**

A14.2.2.3. Once weapon is verified cleared, issue weapon in case to individual. **(T-1)**

A14.2.2.4. Ensure individual closes case and proceeds to destination. **(T-1)**

A14.2.2.5. Once on location the M107 is assembled and cleared according to **Paragraph A14.2.1** and **Paragraph A14.3** while muzzle is pointed in a safe direction. **(T-1)**

A14.3. Post-Issue Clearing and Loading Procedures. The individual issued the weapon will use the following procedures:

A14.3.1. Proceed to the clearing zone with the M107 in the "port-arms" position, muzzle elevated, and the safety switch in the safe position. **(T-1)** The M107 magazines are loaded with a maximum of nine (9) rounds in accordance with the applicable operator technical order. **(T-1)**

A14.3.2. When directed by the clearing barrel attendant, enter the clearing zone, and point the muzzle in a safe direction. **(T-1)**

A14.3.3. Ensure the safety is in the safe position and no magazine is loaded. **(T-1)** Grasp the charging handle and pull/hold the bolt to the rear. **(T-1)** Visually inspect the chamber and magazine well to ensure no ammunition is present. **(T-1)** The clearing barrel attendant verifies the M107 is unloaded and if it is safe to proceed.

A14.3.4. After the clearing barrel attendant verifies the M107 contains no ammunition and is safe, while holding the charging handle, ride the bolt forward. **(T-1)** Do not allow the bolt to slam forward as damage will occur. **(T-1)** If the individual is not arming, depart the clearing zone with M107 in the “port-arms” position. **(T-1)**

A14.3.5. When a magazine is inserted to meet an immediate duty requirement, place the magazine hook, located on the front of the magazine, onto the hinge, located in the front of the magazine well. **(T-1)** Now rotate the magazine upwards until you hear the click of it locking into the rear magazine catch. **(T-1)** Pull downward on the magazine to ensure it is properly seated. **(T-1)** A round will not be chambered, nor the selector lever moved to the FIRE position at this time.

A14.3.6. If there is no immediate need to load a magazine; the magazine may be inserted upon assumption of post. Depart the clearing zone with M107 in the “port-arms” position. **(T-1)** When a magazine is required to be inserted upon assumption of post, keep the M107 pointed in a safe direction and insert a magazine according to **Paragraph A14.3.5**.

A14.4. Unloading and Clearing. Armed individuals will remove the loaded magazine immediately upon relief from post or duty location. **(T-1)** Posting supervisors ensure removal of the loaded magazine from the M107 before the individual departs his or her post or duty location. **(T-1)** In cases where a posting supervisor is not present, the spotter will ensure removal of the loaded magazine from the M107. **(T-1)** Individuals preparing to clear SA/LW approach the clearing zone with the M107 “port-arms” position and use the following procedures:

A14.4.1. When directed by the clearing barrel attendant, enter the clearing zone, and give the clearing barrel attendant the removed, loaded magazine. **(T-1)** Immediately point the muzzle of the M107 at the clearing barrel aiming point. **(T-1)** Do not place fingers into the trigger guard. Ensure the safety is in the safe position. **(T-1)** Press the magazine catch forward, toward the magazine, and remove the magazine from the rifle (if not previously removed). **(T-1) Note:** The loaded magazine should have been removed from the rifle at the time the person was relieved from his or her post or duty assignment.

A14.4.2. After the clearing barrel attendant verifies the M107 does not have a magazine inserted, visually inspect the M107 to ensure the selector lever is in the safe position, pull the charging handle to rear, a round will eject if chambered, and hold the charging handle to the rear. **(T-1)**

A14.4.3. Visually inspect the chamber ensure no ammunition is present and the safety is in the safe position. **(T-1)** After the clearing barrel attendant confirms the chamber and magazine well contains no ammunition and is safe for turn-in, ride the bolt forward. **(T-1)**

A14.4.4. After the clearing barrel official confirms the bolt is forward, proceed to the turn-in point with the rifle at “port-arms” position, bolt forward, and safety in the safe position. **(T-1)**

A14.5. Turn-in. When directed by the armorer, the individual approaches the turn-in point and hands the rifle to the armorer “butt” first, muzzle elevated, and the safety on safe position. **(T-1)** The armorer takes possession of the rifle and immediately points the muzzle at the clearing barrel aiming point. **(T-1)** Do not place fingers into trigger guard. **(T-1)** The armorer will use the following procedures:

A14.5.1. Assembled M107.

A14.5.1.1. Visually inspect the M107 to ensure the selector lever is in the safe position, pull the charging handle to rear, a round will eject if chambered, and hold the charging handle to the rear. **(T-1)**

A14.5.1.2. Visually inspect the chamber/receiver area to ensure no ammunition is present, the safety is on safe, and the weapon is clear. **(T-1)**

A14.5.1.3. While holding the charging handle, ride the bolt forward. Do not allow the bolt to slam forward as damage will occur. **(T-1)**

A14.5.1.4. Place the safety to fire (F) and press the trigger to release the hammer. **(T-1)** The weapon is now safe for storage.

A14.5.2. Unassembled M107.

A14.5.2.1. When directed, the individual opens the case and conducts a joint inspection of the contents to ensure the receiver and chamber are clear of ammunition and all equipment is serviceable, clean, and present. **(T-1)**

A14.5.2.2. Upon verification, the armorer takes possession of weapon, close case and return it to storage location. **(T-1)** Store in an approved storage rack or container. **(T-1)**

Attachment 15

M500, M590, M590A1, M590A2, M870 SHOTGUNS AND M870 MODULAR COMBAT SHOTGUN (MCS) (12-GAUGE)

A15.1. General Information. Pump action shotgun loading/unloading procedures are in accordance with TO 11W3-6-2-1, *Operator and Field Maintenance Instructions with Illustrated Parts Breakdown Model 870 12 Gauge, Pump Action Shotgun National Stock Number (NSN) 1005-00-973-5645; Modular Combat Shotgun (MCS) System 12 Gauge, Pump Action NSN 1005-01-524-4273; And Bird Aircraft Strike Hazard (BASH) 12 Gauge, Pump Action Shotgun NSN 1005-01-604-1156* and TO 11W3-6-2-11C, *Technical Manual Unit and Direct Support Maintenance Manual (Including Repair Parts and Special Tools List) For Mossberg 12-Gauge Shotgun, Model 500.*

A15.2. Issue. The armorer will use the following procedures when issuing the 12-gauge, pump action shotgun:

A15.2.1. Remove the shotgun from its storage rack or container and proceed to the issue-point clearing area with the shotgun held in the “port-arms” position. **(T-1)**

A15.2.2. Place the muzzle into the clearing barrel aiming point in line with the axis of the barrel and ensure the safety is in the safe position (red band or dot not showing). **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A15.2.3. While depressing the action bar lock, grasp the fore-end with the “non-shooting” hand and pull it to the rear, opening the action. **(T-1)**

A15.2.4. Visually inspect the chamber, receiver, and magazine to ensure no ammunition is present. **(T-1)**

A15.2.5. Issue the shotgun to the individual, “butt” first, muzzle elevated, action open and safety in the safe position. **(T-1)**

A15.3. Loading. The individual issued the weapon will use the following procedures:

A15.3.1. Proceed to the clearing zone with the shotgun held in the “port-arms” position, action open, and safety in the safe position (red band or dot not showing). **(T-1)**

A15.3.2. When directed by the clearing barrel attendant, enter the clearing zone, and place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Hold the shotgun upright with the strong hand on the pistol grip. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A15.3.3. Rotate the weapon over with the ejection port facing up. **(T-1)** Visually inspect the chamber, receiver, and magazine to ensure there is no ammunition present, and the safety is in the safe position (red band or dot not showing). **(T-1)**

A15.3.4. After the clearing barrel attendant verifies the shotgun contains no ammunition and is safe, while holding the pistol grip of the butt stock in the “shooting hand,” push the fore-end to the forward position (action closed) with the non-shooting hand. **(T-1)**

A15.3.5. Turn the weapon upside down, while maintaining positive control of the weapon, load the first round into the shotgun by inserting it into the magazine through the bottom of the receiver. **(T-1)** Continue to load until the magazine is full. **(T-1)** Keep the weapon turned

upside down until loading is complete. **(T-1)** If the person is not arming, proceed to the next step without loading any rounds.

A15.3.6. Sling the shotgun over one shoulder (if a sling is available) or carry the shotgun in the “port-arms” position. **(T-1)** During inclement weather, the shotgun should be slung with the muzzle pointed down.

A15.4. Unloading and/or Clearing. Individuals preparing to unload and/or clear their SA/LW approach the clearing zone with the shotgun in the “sling-arms” position (if a sling is available) or in the “port-arms” position and will use the following procedures:

A15.4.1. When directed by the clearing barrel attendant, enter the clearing zone, unsling the shotgun (if slung), and place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Hold the shotgun upright with the strong hand on the pistol grip of the butt stock and the butt stock snug against the side of the body. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A15.4.2. Ensure the safety is in the safe position (red band or dot not showing), press in the action bar lock and pull the fore-end slowly to the rear (action open) position until the magazine releases a round of ammunition. **(T-1)** If weapon was not loaded, proceed to [Paragraph A15.4.6](#). **Note:** If a round is chambered it will eject from the ejection port.

A15.4.3. Bring the hand down from the fore-end and place it over the ejection port. **(T-1)** Rotate the shotgun to the right and allow the released round to drop from the ejection port into the hand. **(T-1)** Give the ejected round to the clearing barrel attendant, and push the fore-end forward, closing the slide action. **(T-1)**

A15.4.4. Repeat the above two steps until the shotgun is free of ammunition. **(T-1)**

A15.4.5. After you eject all ammunition from the shotgun, count the ejected rounds of ammunition to account for all rounds. **(T-2)** The clearing barrel attendant must verify all rounds are removed from the shotgun and it is safe to proceed. **(T-1)**

A15.4.6. Visually inspect the chamber, receiver, and magazine to ensure there is no ammunition present and the safety is in the safe position (red band or dot not showing). **(T-1)**

A15.4.7. After the clearing barrel attendant verifies the shotgun contains no ammunition and is safe for turn-in, proceed to the turn-in point with the shotgun held in the “port-arms” position, fore-end to the rear (action open) position, and safety in the safe position (red band or dot not showing). **(T-1)**

A15.5. Turn-in. When directed by the armorer, the individual approaches the turn-in point, and hands the shotgun to the armorer “butt” first, muzzle elevated, fore-end to the rear (action open) position and the safety in the safe position (red band or dot not showing). **(T-1)** The armorer takes possession of the shotgun and immediately places the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers in the trigger guard. **(T-1)** The armorer will use the following procedures:

A15.5.1. Visually inspect the chamber, receiver, and magazine to ensure the shotgun contains no ammunition and is safe for storage. **(T-1)**

A15.5.2. Push the fore-end to the forward (action closed) position, place the weapon on fire (red band or red dot showing) and dry-fire into the clearing barrel. **(T-1)** After dry-firing, the safety is returned to the safe position. **(T-1)**

A15.5.3. The shotgun is now “rack safe,” free of ammunition, the fore-end is in the forward (action closed) position and the safety is on safe. Store in an approved storage rack or container. **(T-1)**

Attachment 16

M203, M203A1 & M203A2 GRENADE LAUNCHER (GL) (40MM)

A16.1. General Information. M203 series GL loading/unloading procedures are in accordance with TO 11W3-9-4-1, *Technical Manual Operators Manual Grenade Launcher, 40-MM: M203*. The M203 series GL is intended to be mounted to either the M16A2 rifle or M4 carbine. The grenadier must be aware that either adding or the removal of the GL from the rifle or carbine will influence the zero of the rifle/carbine. Permanent removal of the M203A2 from the rifle/carbine when using the quick release mount requires the user to re-accomplish zero of the sights on the rifle/carbine, if they were zeroed with the GL mounted. Likewise, if the rifle/carbine is zeroed without the GL mounted, mounting the GL changes the zero of the rifle/carbine. Because the weapon system consists of both rifle/carbine and GL, clearing and handling must be inclusive of both rifle/carbine and GL procedures. **(T-1)** Clearing and handling procedures, to include issue and turn-in, are completed with the GL mounted to the rifle/carbine. Unit commanders may prescribe whether the rifle or the GL is cleared first, as the carbine barrel will not fit into some clearing barrels when the GL barrel is in the forward position. **Note:** Future references to the GL include the rifle or carbine with GL attached and future references to the “rifle” include the carbine.

A16.2. Issue. The armorer will use the following procedures when issuing the M203 GL:

A16.2.1. Remove the GL from its storage rack or container and proceed to the issue-point clearing area in the “port-arms” position. **(T-1)**

A16.2.2. Place the muzzle in the clearing barrel aiming point in line with the axis of the barrel and visually inspect the weapon system to ensure there is no magazine in the rifle. **(T-1)** Do not place fingers into the trigger guards. **(T-1)**

A16.2.3. Pull the rifle charging handle to the rear while depressing the lower portion of the rifle bolt catch and lock the bolt to the rear (open) position. **(T-1)** Return the charging handle to the forward position. **(T-1)**

A16.2.4. Move the rifle selector lever to the safe position and visually inspect the chamber and receiver area to ensure no ammunition is present. **(T-1)**

A16.2.5. Depress the GL’s barrel latch, slide the barrel assembly to the forward (open) position and move the GL’s safety to the safe (rearward) position. **(T-1)**

A16.2.6. Visually inspect the GL to ensure there is no ammunition present and it is safe for issue. **(T-1)**

A16.2.7. Issue GL to the individual “butt” first, muzzle elevated, rifle bolt locked to the rear (open) position, GL barrel assembly forward (open) and safeties in the safe position. **(T-1)** **Note:** Ensure the M203A1 is attached to the rifle prior to issue.

A16.3. Loading. The individual issued the weapon will use the following procedures:

A16.3.1. Proceed to the clearing zone with the GL held in the “port-arms” position, rifle bolt locked to the rear, GL barrel assembly in the forward (open) position, and safeties in the safe position. **(T-1)** **CAUTION:** Under no circumstances will the GL be loaded at a clearing barrel. **(T-1)** It is loaded outside of facilities and vehicles, the muzzle of the weapon pointed in a safe direction, directed by local procedures, signed, and endorsed by the installation commander.

A16.3.2. When directed by the clearing barrel attendant, enter the clearing zone, and place the muzzle of the rifle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers into the trigger guards. **(T-1)**

A16.3.3. Visually inspect the GL to ensure each safety is in the safe position, no magazine is inserted, and there is no ammunition present in the rifle chamber and receiver area or GL barrel. **(T-1)**

A16.3.4. After the clearing barrel attendant verifies the GL contains no ammunition and is safe, depress the upper portion of the rifle's bolt catch, allow the rifle bolt to move to the forward (closed) position, and close the rifle's ejection port cover. **(T-1)**

A16.3.5. Pull the GL's barrel assembly to the rear (closed) position and lock it into place. **(T-1)**

A16.3.6. If the individual is to be armed, insert a loaded magazine in the rifle, and ensure it is secured into the magazine well. **(T-1)** The individual is now considered armed. A round will not be chambered. **(T-1)** If the individual is not arming, proceed to next step without inserting a magazine.

A16.3.7. Sling the GL over one shoulder with the muzzle pointed either in the up or down position. **(T-1)** During inclement weather, the GL should be slung with the muzzle pointed down.

A16.4. Unloading and/or Clearing. If the GL was loaded, it must be cleared in a commander-designated area. **(T-1)** The GL will not be unloaded at a clearing barrel. **(T-1)** Individuals preparing to unload and/or clear their GL approach the clearing zone with GL in the "sling-arms" or "port-arms" position and will use the following procedures:

A16.4.1. When directed by the clearing barrel attendant, enter the clearing zone, and give the clearing barrel attendant the removed, loaded magazine. **(T-1)** Place the muzzle of the rifle into the clearing barrel aiming point in line with axis of barrel. Do not place fingers into the trigger guards. **(T-1)** **Note:** If rifle is loaded, depress the magazine catch button, remove the magazine, and hand the magazine to clearing barrel attendant. **(T-1)**

A16.4.2. Visually inspect the rifle to ensure the selector lever is in the safe position. **(T-1)** Pull the charging handle to the rear while depressing the lower portion of the bolt catch and lock the bolt to the rear (open) position. **(T-1)** Return the charging handle to the forward position. **(T-1)**

A16.4.3. Visually inspect the rifle's chamber and receiver area to ensure there is no ammunition present. **(T-1)** The clearing barrel attendant verifies the rifle contains no ammunition and is safe for turn-in. **(T-1)**

A16.4.4. Ensure the GL is in the safe position then depress the GL barrel latch and slide the barrel assembly to the forward (open) position. **(T-1)**

A16.4.5. Rotate the GL 180-degrees; visually inspect the barrel of the GL to ensure no ammunition is present. **(T-1)** The clearing barrel attendant verifies the GL contains no ammunition and is safe for turn-in.

A16.4.6. Upon direction of the clearing barrel attendant, proceed to the SA/LW turn-in point with the GL held in the “port-arms” position, rifle bolt locked to the rear (open) position, GL barrel in the forward (open) position, and safeties in the safe position. **(T-1)**

A16.5. Turn-in. When directed by the armorer, the individual approaches the turn-in point and hands the GL to the armorer “butt” first, muzzle elevated, rifle bolt locked to the rear (open) position, GL barrel in the forward (open) position and the safeties in the safe position. **(T-1)** The armorer takes possession of the GL and immediately places the muzzle of the rifle into the clearing barrel aiming point in line with axis of barrel. **(T-1)** Do not place fingers into the trigger guards. **(T-1)** The armorer will use the follow procedures:

A16.5.1. Visually inspect the rifle’s chamber and receiver area to ensure no ammunition is present. **(T-1)**

A16.5.2. Depress the upper portion of the rifle’s bolt catch and allow the bolt to move to the forward (closed) position. **(T-1)**

A16.5.3. Place the rifle’s selector lever in the semi position and pull the rifle trigger, dry-firing into the clearing barrel. **(T-1)** Close the ejection port cover. **(T-1)**

A16.5.4. Visually inspect the GL barrel to ensure it contains no ammunition. **(T-1)**

A16.5.5. Pull the GL’s barrel assembly to the rear (closed) position and move the GL’s safety to the fire (forward) position. **(T-1)** Pull the GL’s trigger, dry-firing into the clearing barrel aiming point. **(T-1)**

A16.5.6. The GL is now “rack safe,” free of ammunition, the rifle bolt is in the forward (closed) position, the GL barrel assembly is in the rear (closed) position, the rifle selector lever is in the semi position, and the GL safety is in the fire position. **(T-1)** Ensure all optics, pointers, and illuminators attached to the GL are turned off. **(T-1)** Store in an approved storage rack or container. **(T-1)** **Note:** The quadrant sight (if installed) should be removed or set according to the technical order to prevent damage.

Attachment 17

M320A1 GRENADE LAUNCHER (GL) (40MM)

A17.1. General Information. M320A1 GL loading/unloading procedures are in accordance with TO 11W3-9-7-1, *Operator's Manual for Grenade Launcher, 40MM, M320, W/E*. The GL is intended to be mounted to either the M16 series rifle or M4 series carbine. The grenadier must be aware that either mounting or removing the GL from the rifle or carbine will influence the zero of the rifle/carbine. Permanent removal of the GL from the rifle/carbine when using the quick release function requires the user to re-accomplish zero of the sights on the rifle/carbine, if they were zeroed with the GL mounted. Likewise, if the rifle/carbine is zeroed without the GL mounted, mounting the GL changes the zero of the rifle/carbine. Because the weapon system consists of both rifle/carbine and GL, clearing and handling must be inclusive of both rifle/carbine and GL procedures. **(T-1)** Unit commanders may prescribe whether the rifle or the GL is cleared first. **Note:** If approved for use in the stand-alone configuration, the GL will be issued, cleared, loaded, and turned-in using the same procedures as a mounted GL. **(T-1)** Future references to the GL include the rifle or carbine with GL attached and future references to the "rifle" include the carbine unless otherwise specified.

A17.2. Issue. The armorer will use the following procedures when issuing the M320A1 GL:

A17.2.1. Remove the GL from its storage rack or container and proceed to the issue-point clearing area in the "port-arms" position. **(T-1)**

A17.2.2. Place the muzzle in the clearing barrel aiming point in line with the axis of the barrel and visually inspect the weapon system to ensure there is no magazine in the rifle. **(T-1)** Do not place fingers into the trigger guards. **(T-1)** **Note:** If the GL is in the stand-alone configuration, place the muzzle of the GL into the clearing barrel aiming point in line with the axis of the barrel and proceed to **Paragraph A17.2.5. (T-1)**

A17.2.3. Pull the rifle charging handle to the rear while depressing the lower portion of the bolt catch and lock the bolt to the rear (open) position. **(T-1)** Return the charging handle to the forward position. **(T-1)**

A17.2.4. Move the rifle selector lever to the safe position and visually inspect the chamber and receiver area to ensure no ammunition is present. **(T-1)**

A17.2.5. Place GL selector lever in the safe(S) position. **(T-1)**

A17.2.6. Press upward on the GL's barrel release; pivot the barrel assembly out (open) from the left side of the GL receiver. **(T-1)**

A17.2.7. Visually inspect the GL barrel to ensure there is no ammunition present and it is safe for issue. **(T-1)**

A17.2.8. Issue GL to the individual "butt" first, muzzle elevated, rifle bolt locked to the rear (open) position, GL barrel assembly pivoted out (open) from the left side of receiver and safeties in the safe position. **(T-1)** **Note:** If the GL is in the stand-alone configuration, the GL will be issued "butt" first with the barrel pivoted out (open) from the left side of the receiver and selector lever in the safe position. **(T-1)**

A17.3. Loading. The individual issued the weapon will use the following procedures:

A17.3.1. Proceed to the clearing zone with the GL held in the “port-arms” position, rifle bolt locked to the rear, GL barrel assembly pivoted out (open) from the left side of the receiver, and safeties in the safe position. **(T-1) Note:** If the GL is in the stand-alone configuration, the person must proceed directly to the clearing zone with the GL in the “port arms” position, GL barrel assembly pivoted out (open) from the left side of the receiver and selector lever in the safe position. **(T-1) CAUTION:** Under no circumstances will the GL be loaded at a clearing barrel. **(T-1)** It is loaded outside of facilities/vehicles, the muzzle of the weapon pointed in a safe direction and as directed by the MAJCOM/SF or installation commander and local procedures.

A17.3.2. When directed by the clearing barrel attendant, enter the clearing zone, and place the muzzle of the rifle/carbine into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers into the trigger guards. **(T-1) Note:** If the GL is in the stand-alone configuration, place the muzzle of the GL into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)**

A17.3.3. The clearing barrel attendant and individual being armed visually inspect the GL to ensure the carbine/rifle selector lever is in the safe position and the M320A1 selector lever is in the safe position, no magazine is inserted in the rifle and there is no ammunition present in the rifle chamber and receiver area or the GL barrel. **(T-1) Note:** If the GL is in the stand-alone configuration, proceed to [Paragraph A17.3.5](#).

A17.3.4. After the clearing barrel attendant verifies the GL contains no ammunition and the GL selector lever is in the safe position, depress the upper portion of the rifle bolt catch, allow the rifle bolt to move to the forward (closed) position, and close the rifle ejection port cover. **(T-1)**

A17.3.5. Pivot the GL’s barrel assembly into (close) the receiver until the barrel locking lever engages barrel (should be an audible click). **(T-1)**

A17.3.6. If the individual is to be armed, insert a loaded magazine in the rifle, and ensure it is secured into the magazine well. **(T-1)** The individual is now considered armed. A round will not be chambered. **(T-1)** If the individual is not arming, proceed to next step without inserting a magazine. **(T-1)**

A17.3.7. Sling the GL over one shoulder with the muzzle pointed either in the up or down position. **(T-1)** During inclement weather, the GL should be slung with the muzzle pointed down.

A17.4. Unloading and/or Clearing. If the GL was loaded, it is cleared in a commander designated area. The GL will not be unloaded at a clearing barrel. **(T-1)** Individuals preparing to unload and/or clear their GL approach the clearing zone with GL in the “sling-arms” or “port-arms” position and will use the following procedures:

A17.4.1. When directed by the clearing barrel attendant, enter the clearing zone and if the magazine was previously removed from the rifle, give the magazine to the clearing barrel attendant. **(T-1)** Place the muzzle of the rifle/carbine into the clearing barrel aiming point in line with the axis of barrel. **(T-1)** Do not place fingers inside the trigger guards. If there is a magazine in the rifle, depress the magazine catch button, remove the magazine, and hand the magazine to clearing barrel attendant. **(T-1)** If the GL is in the stand-alone configuration, place

the muzzle of the GL into the clearing barrel aiming point in line with the axis of the barrel and proceed to [Paragraph A17.4.4](#). (T-1)

A17.4.2. Visually inspect the rifle to ensure the selector lever is in the safe position. (T-1) Pull the charging handle to the rear while depressing the lower portion of the bolt catch and lock the bolt to the rear (open) position. (T-1) Return the charging handle to the forward position. (T-1)

A17.4.3. Visually inspect the rifle chamber and receiver area to ensure there is no ammunition present. (T-1) The clearing barrel attendant verifies the rifle contains no ammunition and is safe for turn-in. (T-1)

A17.4.4. Ensure the GL selector lever is in the safe position then press upward on the barrel release and pivot the barrel assembly out (open) from the left side of the GL receiver. (T-1)

A17.4.5. Rotate the GL 90 degrees to the right, visually inspect the barrel of the GL to ensure no ammunition is present. (T-1) The clearing barrel attendant verifies the GL contains no ammunition and is safe for turn-in.

A17.4.6. Upon direction of the clearing barrel attendant, proceed to the SA/LW turn-in point with the GL held in the “port-arms” position, rifle bolt locked to the rear (open) position, GL barrel pivoted out (open) from the left side of the receiver, and selector levers of both weapons in the safe position. (T-1)

A17.5. Turn-in. When directed by the armorer, the individual approaches the turn-in point and hands the GL to the armorer “butt” first, muzzle elevated, rifle bolt locked to the rear (open) position, GL barrel pivoted out (open) from the left side of the receiver and the selector levers of both weapons in the safe position. (T-1) The armorer takes possession of the GL and immediately places the muzzle of the rifle into the clearing barrel aiming point in line with axis of barrel. (T-1) Do not place fingers inside the trigger guards. (T-1) **Note:** If the GL is in the stand-alone configuration, place the muzzle of the GL into the clearing barrel aiming point in line with axis of the barrel and proceed to [Paragraph A17.5.4](#). The armorer will use the following procedures:

A17.5.1. Visually inspect the rifle chamber and receiver area to ensure no ammunition is present. (T-1)

A17.5.2. Depress the upper portion of the rifle bolt catch and allow the bolt to move to the forward (closed) position. (T-1)

A17.5.3. Place the rifle selector lever in the semi position and pull the rifle trigger, dry-firing into the clearing barrel. (T-1) Close the ejection port cover. (T-1)

A17.5.4. Visually inspect the GL barrel to ensure it contains no ammunition. (T-1)

A17.5.5. Pivot the GL barrel into (close) the receiver and place GL’s selector lever to the fire (F) position. (T-1) Pull the GL’s trigger, dry-firing into the clearing barrel aiming point. (T-1)

A17.5.6. The GL is now “rack safe,” free of ammunition, the rifle bolt is in the forward (closed) position, the GL barrel assembly is pivoted into (closed) the receiver, the rifle selector lever is in the semi position and the GL selector lever is in the fire (F) position. (T-1) Ensure all optics, pointers, and illuminators attached to the GL are turned off. (T-1) Store in an approved storage rack or container. (T-1)

Attachment 18**M249 AUTOMATIC RIFLE (5.56MM)**

A18.1. General Information. M249 AR loading/unloading procedures are in accordance with TO 11W3-5-5-51, *Operator Manual, Machine Gun, 5.56MM, M249 W/Equipment*.

A18.2. Issue. The armorer will use the following procedures when issuing the AR:

A18.2.1. Remove the AR and its spare barrel from its storage rack or container and proceed to the issue-point clearing area with the AR held at “port-arms,” bolt in the forward (closed) position and safety in the fire (red band visible) position. **(T-1)**

A18.2.2. Place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Pull and hold the cocking handle to the rear, locking the bolt to the rear (open) position. **(T-1)** Return the cocking handle to the forward position and place the safety to the safe (red band not visible) position. **(T-1)** Do not place fingers inside the trigger guard. **(T-1)**

A18.2.3. Open the cover and visually inspect the cover, feed tray, chamber, magazine well (insert two fingers) and receiver to ensure no ammunition is present. **(T-1)**

A18.2.4. Issue the AR to the individual, “butt” first, muzzle elevated, bolt in the rear (open) position, and safety in the safe position. **(T-1)**

A18.2.5. Ensure the individual raises the feed tray, inspects the chamber, and then closes the cover prior to acceptance. **(T-1)**

A18.3. Clearing Upon Issue. The individual issued the AR will use the following procedures:

A18.3.1. Proceed to the clearing zone with the AR in the “port-arms” position, muzzle elevated, cover closed, bolt to the rear (open) position and the safety in the safe position. **(T-1)**

A18.3.2. When directed by the clearing barrel attendant, enter the clearing zone, and place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)**

A18.3.3. Ensure the safety is in the safe position and open the cover. **(T-1)** Visually inspect the cover, feed tray, chamber, magazine well (insert two fingers), and receiver to ensure no ammunition is present. **(T-1)**

A18.3.4. After the clearing barrel attendant verifies the AR contains no ammunition and is safe, close the cover, and place the safety to the fire position. **(T-1)** Do not place fingers inside the trigger guard. **(T-1)**

A18.3.5. With the right-hand, grasp the cocking handle and pull it fully to the rear. **(T-1)** With the left-hand, pull the trigger and allow the bolt to slowly move to the forward (closed) position by “riding” the cocking handle forward. **(T-1)** Do not allow bolt to slam forward. **(T-1)**

A18.3.6. The AR is now cleared; the cover is closed; the bolt is forward, and the safety remains in the fire position. **Note:** Manipulating the weapon to achieve a safe position when the bolt is forward can damage the weapon and may result in unintentional discharges, or a runaway gun. Under no circumstances should the safety be engaged with the bolt in the forward position. **(T-1)**

A18.3.7. Exit the clearing zone with the AR slung over the shoulder or across the body. **(T-1)** If the individual is to be armed, proceed to [Paragraph A18.4](#). **(T-1)**

A18.4. Loading. The installation commander determines when to load the M249 AR and in what configuration (Half-Load and Full-Load) it is employed. These procedures are prescribed in local contingency plans or other appropriate installation/unit documents.

A18.4.1. Half-Load. The half-loading procedures start with a cleared AR. The individual issued the AR will use the following procedures:

A18.4.1.1. Ensure the AR is cleared; the cover closed; bolt is forward with the safety on fire. **(T-1)**

A18.4.1.2. Attach the ammunition assault pack into the receiver dovetail located underneath the receiver. **(T-1)**

A18.4.1.3. Visually inspect the assault pack bandoleer to ensure all ammunition has the open side of the belt links pointing downward. **(T-1)**

A18.4.1.4. Open the cover and place the ammunition belt onto the feed tray with the belt links open side pointing downward. **(T-1)** Place the first round on the feed tray groove against the cartridge stop. **(T-1)** The lead-link tab (green plastic tab) assists in the correct positioning of the ammunition belt. **(T-1)**

A18.4.1.5. Close the cover. **(T-1)** The AR is now half-loaded. Ammunition is inserted, the bolt is forward, and the safety remains on fire. If accomplished correctly, the lead-link tab is visible on the right side of the AR, flush against the ejection port. Under no circumstances should the safety be engaged with the bolt in the forward position. **(T-1)**

A18.4.1.6. The half-load can also be achieved with the 30-round, M16-style magazine. The bolt is forward, the safety is on fire, the cover is closed, and the magazine is inserted into the magazine well. The use of a magazine should be used as a last resort when MAJCOM/SF or installation commanders authorize this configuration and belted ammunition is not available or is not suitable for tactical operations.

A18.4.2. Full-Load. The full-load may be achieved by starting with a cleared AR or an AR in the half-load configuration. The full load should only be used when hostilities are expected, and the AR must be available to fire with minimal delay.

A18.4.2.1. From a Half-Load. The individual issued the AR will use the following procedures:

A18.4.2.1.1. When transitioning to the full-load from the half-load pull and hold the cocking handle to the rear, locking the bolt to the rear (open) position. **(T-1)** Return the cocking handle to the forward position and place the safety to the safe position. **(T-1)** Leave the weapon on safe if there is not a need to immediately fire. **(T-1)**

A18.4.2.1.2. The AR is now fully loaded. Ammunition is on the feed tray, the bolt is locked to the rear, and the safety is on safe. Do not move the safety to fire until the AR is needed to engage a target/theat. **(T-1)**

A18.4.2.2. From a Cleared Weapon. The individual issued the AR will use the following procedures:

A18.4.2.2.1. Ensure the weapon is cleared; the cover closed, bolt forward with the safety on fire. **(T-1)**

A18.4.2.2.2. Attach the ammunition assault pack to the receiver dovetail underneath the receiver. **(T-1)**

A18.4.2.2.3. Visually inspect the assault pack bandoleer to ensure all ammunition has the open side of the belt links pointing downward. **(T-1)**

A18.4.2.2.4. Pull and hold the cocking handle to the rear, locking the bolt to the rear (open) position. **(T-1)** Return the cocking handle to the forward position and place the safety to the safe position. **(T-1)**

A18.4.2.2.5. Open the cover and visually inspect the cover, feed tray, chamber, receiver, and magazine well (insert two fingers) to ensure no ammunition or obstruction is present. **(T-1)**

A18.4.2.2.6. Place the ammunition belt onto the feed tray with the belt links open side pointing downward. **(T-1)** Place the lead link tab or first round into the feed tray groove against the cartridge stop. **(T-1)**

A18.4.2.2.7. Close the cover. **(T-1)** The AR is now fully loaded. If accomplished correctly, the lead-link tab is visible on the right side of the AR, flush against the ejection port. Do not move the safety to the fire position until the AR is needed to engage a target/threat. **(T-1)**

A18.4.2.2.8. The full-load can also be achieved with the 30-round, M16-style magazine. The bolt is rearward the safety is on safe, the cover is closed, and the magazine is inserted into the magazine well. The use of a magazine should be used as a last resort when the MAJCOM or installation commander authorizes this configuration and belted ammunition is not available or is not suitable for tactical operations.

A18.5. On-Post Unloading and Clearing. The MAJCOM/SF or installation commander determines when to unload and/or clear the M249 AR and in what configuration (Half-Load and Full-Load) it is employed. These procedures are prescribed in local contingency plans or other appropriate installation/unit documents. **Note:** If the M249 is in the half-load configuration, it can be transported safely in a vehicle and should only be unloaded on-post when the armed person is relieved from post or duty location. If the M249 is in the full-load configuration, it is not safe for transport in a vehicle and must be unloaded or placed in the half-load configuration prior to transporting the AR. **(T-1)** It is the responsibility of the armed individual and the posting supervisor (or fire team leader) to verify the AR contains no ammunition or is in the half-load configuration prior to transport. **(T-1)**

A18.5.1. Half-Load. The individual issued the AR will use the following procedures:

A18.5.1.1. Point the muzzle in a safe direction and open the cover. **(T-1)**

A18.5.1.2. Remove the ammunition belt and place the belt back into the assault pack. **(T-1)** Remove the ammunition assault pack from the receiver dovetail. **(T-1)**

A18.5.1.3. After the posting supervisor (or fire team leader) verifies the ammunition belt is removed, close the cover. **(T-1)** No ammunition is present in the weapon, the cover is closed, the bolt is forward, and the safety remains in the fire position.

A18.5.1.4. If the AR is in the half-load configuration with the 30-round magazine, simply remove the magazine. **(T-1)** The cover should remain closed with the bolt forward and the safety in the fire position.

A18.5.2. Full-Load. The individual issued the AR will use the following procedures:

A18.5.2.1. Point the muzzle in a safe direction, ensure the safety is on safe. **(T-1)** Do not place finger in the trigger guard or touch the cocking handle. **(T-1)**

A18.5.2.2. Open the cover, remove the ammunition belt, and place the belt back into the assault pack. **(T-1)** Remove the ammunition assault pack from the AR (remove the magazine if present). **(T-1)**

A18.5.2.3. Visually inspect the cover, feed tray, chamber, receiver, and magazine well (insert two fingers) to ensure no ammunition is present. **(T-1)**

A18.5.2.4. Close the cover and pull the cocking handle fully to the rear position and hold. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A18.5.2.5. Place the safety to the fire position. **(T-1)** While holding the cocking handle rearward, with the left-hand, pull the trigger. **(T-1)** Allow the bolt to slowly move to the forward (closed) position by “riding” the cocking handle forward. **(T-1)** Do not allow bolt to slam forward. **(T-1)**

A18.5.2.6. The AR can now be safely transported. No ammunition is present, the cover is closed, the bolt is forward, and the safety remains in the fire position.

A18.6. Unloading and/or Clearing Prior to Turn-in. Individuals preparing to turn-in the AR approach the clearing zone with the AR free of ammunition, with the bolt forward and the safety on fire; with the weapon slung over the shoulder or across-body and will use the following procedures.

A18.6.1. When directed by the clearing barrel official, enter the clearing zone, and immediately place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers inside the trigger guard. **(T-1)**

A18.6.2. After the clearing barrel attendant verifies the ammunition assault pack is removed, pull the cocking handle to the rear, and lock the bolt to the rear (open) position then push the cocking handle to the forward position. **(T-1)**

A18.6.3. Place the safety to the safe position. **(T-1)** Do not place fingers inside the trigger guard. **(T-1)**

A18.6.4. Open the cover and visually inspect the cover, feed tray, chamber, receiver, and magazine well (insert two fingers) to ensure no ammunition is present. **(T-1)**

A18.6.5. After the clearing barrel attendant verifies no ammunition is present, close the cover, and ensure the safety is in the safe position. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A18.6.6. After the clearing barrel attendant verifies the AR is cleared (cover closed, bolt to the rear (open) position and the safety in the safe position), exit the clearing zone with the AR at “port-arms,” and proceed to turn-in area. **(T-1)**

A18.7. Turn-in. When directed by the armorer, the individual approaches the turn-in point and hands the AR to the armorer “butt” first, muzzle elevated, bolt to the rear position and safety in the safe position, and no fingers in the trigger guard. **(T-1)** The armorer takes possession of the AR and immediately places the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** The armorer will use the following procedures:

A18.7.1. Ensure the safety is in the safe position and open the cover. **(T-1)** Visually inspect the cover, feed tray, chamber, receiver, and magazine well (insert two fingers) to ensure the AR contains no ammunition and is safe for storage. **(T-1)**

A18.7.2. Close the cover and place the safety in the fire position. **(T-1)**

A18.7.3. With the right-hand, grasp the “cocking handle” and pull rearward. **(T-1)** With the left-hand, pull the trigger. **(T-1)** Allow the bolt to slowly move to the forward (closed) position by “riding” the cocking handle forward. **(T-1)** Do not allow the bolt to slam forward. **(T-1)** Ensure all optics, pointers, and illuminators attached to the AR are turned off. **(T-1)**

A18.7.4. The AR is now “rack safe,” free of ammunition, the bolt is forward, the cover is closed, and the safety remains on fire. Store in an approved storage rack or container. **(T-1)**

Attachment 19

M240B MACHINE GUN (MG) (7.62MM)

A19.1. General Information. M240B loading/unloading procedures are in accordance with TO 11W2-6-5-1, *Technical Manual, Operator's Manual, Machine Gun, 7.62MM, M240B*.

A19.2. Issue. The armorer will use the following procedures when issuing the M240B MG:

A19.2.1. Remove the MG along with its spare barrel from its storage rack or container and proceed to the issue-point clearing area at "port-arms," bolt in the forward (closed) position and safety in the fire (F) position. **(T-1)**

A19.2.2. Place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Pull and hold the cocking handle to the rear, locking the bolt to the rear (open) position. **(T-1)** Return the cocking handle to the forward position and place the safety to the safe (S) position. **(T-1)** Do not place finger inside trigger guard. **(T-1)**

A19.2.3. Open the cover and visually inspect the cover, feed tray, chamber, and receiver to ensure no ammunition is present. **(T-1)**

A19.2.4. Issue the MG and spare barrel to the individual arming, "butt" first, muzzle elevated, bolt to the rear (open) position and safety in the safe position. **(T-1)**

A19.2.5. Ensure the individual receiving the MG raises the cover, inspects the feed tray, receiver, and chamber, then closes the cover prior to acceptance. **(T-1)**

A19.3. Clearing Upon Issue. The individual issued the MG will use the following procedures:

A19.3.1. Proceed to the clearing zone with the MG held in the "port-arms" position, muzzle elevated, cover closed, bolt to the rear (open) position and the safety in the safe position. **(T-1)**

A19.3.2. When directed by the clearing barrel attendant, enter the clearing zone, and place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place finger inside the trigger guard. **(T-1)**

A19.3.3. Visually inspect that the safety is in the safe position and open the cover. **(T-1)** Visually inspect the cover, feed tray, chamber, and receiver to ensure no ammunition is present. **(T-1)**

A19.3.4. After the clearing barrel attendant verifies the MG contains no ammunition and is safe, close the cover, and place the safety to the fire position. **(T-1)** Do not place fingers inside the trigger guard. **(T-1)**

A19.3.5. With the right-hand, grasp the "cocking handle" and pull it fully to the rear. **(T-1)** With the left-hand, pull the trigger. **(T-1)** Allow the bolt to slowly move to the forward (closed) position by "riding" the cocking handle forward. **(T-1)** Do not allow bolt to slam forward. **(T-1)**

A19.3.6. The MG is now cleared; the cover is closed; the bolt is forward, and the safety remains in the fire position. **Note:** Manipulating the weapon to achieve a safe position when the bolt is forward can damage the weapon and may result in unintentional discharges, or a runaway gun. Under no circumstances should the safety be engaged with the bolt in the forward

position. **(T-1)** The MG is not loaded at a clearing barrel. It is loaded as outlined in [Paragraph A19.4](#).

A19.3.7. Exit the clearing zone with the MG slung over the shoulder, or across body. **(T-1)** If the individual is to be armed, proceed to [Paragraph A19.4](#).

A19.4. Loading. The MAJCOM/SF or the installation commander determines when to load the M240B and in what configuration (Half-Load and Full-Load) when it is employed. These procedures are prescribed in local contingency plans or other appropriate installation/unit documents.

A19.4.1. Half-Load. The half-loading procedures start with a cleared MG. The individual issued the MG will use the following procedures:

A19.4.1.1. Ensure the MG is cleared; the cover closed; bolt is forward with the safety on fire. **(T-1)**

A19.4.1.2. Attach the ammunition assault pack to the ammunition adapter located on the left side of the weapon. **(T-1)**

A19.4.1.3. Visually inspect the bandoleer to ensure all ammunition is in the bandoleer with the open side of the belt links pointing downward. **(T-1)**

A19.4.1.4. Open the cover and place the ammunition belt onto the feed tray with the belt link open side pointing downward. **(T-1)** Place the first round into the feed tray groove against the cartridge stop. **(T-1)**

A19.4.1.5. Close the cover. **(T-1)** The MG is now half-loaded. Ammunition is inserted, the bolt is forward, and the safety remains on fire. Under no circumstances should the safety be engaged with the bolt in the forward position. **(T-1)**

A19.4.2. Full-Load: The full-load may be achieved by starting with a cleared MG or the MG in the half-load configuration. The full-load should only be used when hostilities are expected, and the MG must be available to fire with minimal delay.

A19.4.2.1. From Half-Load. The individual issued the MG will use the following procedures: Pull and hold the cocking handle to the rear, locking the bolt to the rear (open) position. **(T-1)** Return the cocking handle to the forward position and place the safety to the safe position. **(T-1)** Leave the weapon on safe if there is not a need to fire immediately. **(T-1)**

A19.4.2.2. The MG is now fully loaded. Ammunition is on the feed tray, the bolt is locked to the rear, and the safety is on safe. Do not move the safety to the fire position until the MG is needed to engage a target/threat. **(T-1)**

A19.4.3. From a Cleared Weapon. The individual issued the MG will use the following procedures:

A19.4.3.1. Ensure the weapon is cleared; the cover closed, bolt forward with the safety on fire. **(T-1)**

A19.4.3.2. Attach the ammunition assault pack to the ammunition adapter located on the left side of the MG. **(T-1)**

A19.4.3.3. Visually inspect the bandoleer to ensure all ammunition is in the bandoleer with the open side of the belt links pointing downward. **(T-1)**

A19.4.3.4. Pull and hold the cocking handle to the rear, locking the bolt to the rear (open) position. **(T-1)** Return the cocking handle to the forward position and place the safety to the safe position. **(T-1)**

A19.4.3.5. Open the cover and visually inspect the cover, feed tray, chamber, and receiver to ensure no ammunition or obstruction is present. **(T-1)** Ensure the bolt is to the rear (open) position and the safety in the safe position. **(T-1)**

A19.4.3.6. Place the ammunition belt onto the feed tray with the belt links open side pointing downward. **(T-1)** Place the first round into the feed tray groove against the cartridge stop. **(T-1)**

A19.4.3.7. Close the cover. **(T-1)** The MG is now fully loaded. Do not move the safety to the fire position until the MG is needed to engage a target/threat. **(T-1)**

A19.5. On-Post Unloading and Clearing. The MAJCOM/SF or installation commander determines when to unload and/or clear the M240B. These procedures are prescribed in local contingency plans or other appropriate installation/unit documents. **Note:** If the M240B is in the half-load configuration, it can be transported safely in a vehicle and should only be unloaded on-post when the armed person is relieved from post or duty location. If the M240B is in the full-load configuration, it is not safe for transport in a vehicle and must be unloaded prior to transporting the MG for relief or breaks. **(T-1)** It is the responsibility of the armed individual and the posting supervisor (or fire team leader) to verify the MG contains no ammunition or is in the half-load configuration prior to transport.

A19.5.1. Half-Load. The individual issued the MG will use the following procedures:

A19.5.1.1. Point the muzzle in a safe direction and open the cover. **(T-1)**

A19.5.1.2. Remove the ammunition belt and place the belt back into the assault pack. **(T-1)** Remove the ammunition assault pack from the ammunition adapter. **(T-1)**

A19.5.1.3. After the posting supervisor (or fire team leader) verifies the ammunition belt is removed, pull, and hold the cocking handle to the rear, locking the bolt to the rear (open) position. **(T-1)** Return the cocking handle to the forward position and place the safety to the safe position. **(T-1)** Do not place finger inside trigger guard. **(T-1)**

A19.5.1.4. Visually inspect the cover, feed tray, chamber, and receiver to ensure no ammunition is present. **(T-1)**

A19.5.1.5. After the posting supervisor verifies the MG is unloaded and no ammunition is present, close the cover, and place the safety to the fire position. **(T-1)** Do not place fingers inside the trigger guard. **(T-1)**

A19.5.1.6. With the right-hand, grasp the “cocking handle” and pull it fully to the rear. **(T-1)** With the left-hand, pull the trigger. **(T-1)** Allow the bolt to slowly move to the forward (closed) position by “riding” the cocking handle forward. **(T-1)** Do not allow bolt to slam forward. **(T-1)**

A19.5.1.7. The MG is now cleared; the cover is closed; the bolt is forward, and the safety remains in the fire position.

A19.5.2. Full-Load. The individual issued the MG will use the following procedures:

A19.5.2.1. Point the muzzle in a safe direction, ensure the safety is on “safe,” and open the cover. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A19.5.2.2. Remove the ammunition belt and place the belt back into the assault pack. **(T-1)** Remove the ammunition assault pack from the ammunition adapter. **(T-1)**

A19.5.2.3. Visually inspect the cover, feed tray, chamber, and receiver to ensure no ammunition is present. **(T-1)**

A19.5.2.4. After the posting supervisor (or fire team leader) verifies the MG is unloaded and no ammunition is present, close the cover, and place the safety to the fire position. **(T-1)** Do not place fingers inside the trigger guard. **(T-1)**

A19.5.2.5. With the right-hand, grasp the cocking handle and pull it fully to the rear. **(T-1)** With the left-hand, pull the trigger. **(T-1)** Allow the bolt to slowly move to the forward (closed) position by “riding” the cocking handle forward. **(T-1)** Do not allow bolt to slam forward. **(T-1)**

A19.5.2.6. The MG is now cleared; the cover is closed; the bolt is forward, and the safety remains in the fire position. The MG can now be safely transported.

A19.6. Unloading and/or Clearing prior to Turn-in. Individuals preparing to turn-in the MG approach the clearing area with the MG free of ammunition with the bolt forward and the safety on fire, the MG slung over the shoulder, slung cross-body, or carried by the carrying handle, and will use the following procedures:

A19.6.1. When directed by the clearing barrel attendant, enter the clearing zone, and immediately place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A19.6.2. After the clearing barrel attendant verifies the ammunition assault pack is removed, pull the cocking handle to the rear to lock the bolt to the rear (open) position, and push the cocking handle to the forward position. **(T-1)**

A19.6.3. Place the safety to the safe position. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A19.6.4. Open the cover and visually inspect the cover, feed tray, receiver, and chamber to ensure no ammunition is present. **(T-1)** The clearing barrel attendant ensures the MG contains no ammunition and is safe for turn-in. **(T-1)**

A19.6.5. After the clearing barrel attendant verifies no ammunition is present, close the cover, and ensure the safety is in the safe position. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A19.6.6. After the clearing barrel attendant verifies the MG is cleared (cover closed, bolt to the rear (open) position and safety in the safe position), exit the clearing area with the MG at “port-arms” and proceed to the turn-in area. **(T-1)**

A19.7. Turn-in. When directed by the armorer, the individual approaches the turn-in point and hands the MG to the armorer “butt” first, muzzle elevated, bolt to the rear position and safety in the safe position. **(T-1)** The armorer takes possession of the MG and immediately places the

muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers in the trigger guard. **(T-1)** The armorer will use the following procedures:

A19.7.1. Ensure the safety is in the safe position and open the cover. **(T-1)** Visually inspect the cover, feed tray, chamber, and receiver to ensure the MG contains no ammunition and is safe for storage. **(T-1)**

A19.7.2. Close the cover and place the safety in the fire (F) position. **(T-1)**

A19.7.3. With the right-hand, pull and hold the cocking handle to the rear, with the left-hand, pull the trigger. **(T-1)** Allow the bolt to slowly move to the forward (closed) position by riding the cocking handle forward. **(T-1)** Do not allow the bolt to slam forward. **(T-1)** Ensure all optics, pointers, and illuminators attached to the MG are turned off. **(T-1)**

A19.7.4. The MG is now “rack safe,” free of ammunition, the bolt is forward, the cover is closed, and the safety remains on fire. Store in an approved storage rack or container. **(T-1)**

Attachment 20**M2A1 MACHINE GUN (.50 CALIBER)**

A20.1. General Information. The standardized M2 machine gun loading/unloading procedures are in accordance with TO 11W2-6-3-161, *Operator's Manual for Machine Guns, Caliber .50; M2, Heavy Barrel Flexible*, and TO 11W2-6-3-181, *Machine Gun, Caliber .50; M2A1, w/Fixed Headspace and Timing*. The M2 is issued with two barrels and a set of timing/head space gauges. The M2A1 headspace and timing is fixed and not adjusted by the operator. **Note:** The unit commander may reduce the number of barrels issued to one for normal operations and/or dependent on mission requirements. For normal security, the M2 is employed in the "Automatic Mode."

A20.2. Issue. Due to the size and weight of the MG and equipment, the individual receiving the MG may assist the armorer. The armorer will use the following procedures when issuing the MG:

A20.2.1. Remove the MG and barrels from the storage rack or container and proceed to the issue-point clearing area. **(T-1)**

A20.2.2. Place the weapon on a clean and hard surface, place the safety or trigger block in the safe (S) position (if equipped) and open the cover. **(T-1)**

A20.2.3. Visually inspect the feed area (trunnion block), receiver, T-slot (bolt), and chambers of both barrels to ensure no ammunition is present. **(T-1)** **Note:** It may be necessary to pull the retracting slide handle to the rear slightly to inspect the T-slot.

A20.2.4. Close the cover and issue the MG, barrels, and gauge set (if applicable) to the individual. **(T-1)**

A20.3. Clearing Upon Issue. The individual issued the MG proceeds to the commander designated clearing zone with the MG and equipment and will use the following procedures to mount, assemble, and clear the weapon:

A20.3.1. If present, place the safety or trigger block on safe (S). **(T-1)** Mount the weapon to the tripod or vehicle as required. **(T-1)**

A20.3.2. Ensure the bolt latch release lock is in the off position. **(T-1)** Pull the retracting slide handle locking the bolt to the rear. **(T-1)**

A20.3.3. Open the cover and inspect the T-slot. **(T-1)**

A20.3.4. Press the bolt latch release and ride the bolt forward until the barrel locking spring lug is aligned with the 3/8-inch hole on the right side of receiver. **(T-1)**

A20.3.5. After the assistant gunner inspects the chamber, insert, and tighten the barrel to the MG receiver. **(T-1)** If applicable, jointly adjust headspace and timing in accordance with TO 11W2-6-3-161.

A20.3.6. Once headspace and timing are correct, the gunner closes the cover. **(T-1)** The assistant gunner attaches the ammunition can hanger, a can of ammunition on the feed side of the MG, the weather cover (if needed due to conditions) and other accessories as required by the mission being performed.

A20.4. Loading. The MAJCOM/SF or the installation commander determines when to load the M2/M2A1 and in what configuration (Half-Load and Full-Load) when it is employed. These procedures are prescribed in local contingency plans or other appropriate installation/unit documents.

A20.4.1. Half-Load. The half-loading procedures start with a cleared MG. The individual issued the MG will use the following procedures:

A20.4.1.1. Ensure the MG is cleared; the cover closed, bolt forward, and the safety or trigger block on safe (if present). **(T-1)**

A20.4.1.2. Depress bolt latch release and lock down by turning the bolt latch release lock to the left. **(T-1)** Ensure that bolt latch release is held completely down with no movement and open the top cover. **(T-1)**

A20.4.1.3. Open the cover and place the double loop end of the ammunition belt into the feed way until first round is held by belt holding pawls. **(T-1)** The assistant gunner may assist with this procedure.

A20.4.1.4. Close the cover. Pull the retracting slide handle rearward, retracting the bolt all the way to the rear. **(T-1)** Release the handle. **(T-1)** The MG is now in the half-load configuration. Do not move the safety to the fire (F) position until the MG is needed to engage a target/threat. **(T-1)**

A20.4.2. Full-Load. The full-load is achieved from the half-load configuration. The full load will only be used when hostilities are expected, and the MG must be available to fire with minimal delay. **(T-1)** Once the individual successfully completes a half-load, pull the retracting slide handle rearward a second time, retracting the bolt all the way to the rear and release the handle. **(T-1)** The MG is now in the full-load configuration. Do not move the safety to the fire position until the MG is needed to engage a target/threat. **(T-1)**

A20.5. On-Post Unloading and Clearing. The MAJCOM/SF or installation commander determines when and how the following procedures are implemented. These procedures are prescribed in local contingency plans or other appropriate installation/unit documents. After MAJCOM or installation commander approval, the unit commander will authorize when and under what conditions these procedures are authorized locally. **(T-2)** The unloading and clearing procedures are the same from both the Half-Load and Full Load. The individual issued the MG will use the following procedures:

A20.5.1. Point the muzzle in a safe direction, ensure the safety is on safe (if equipped), open the cover, and remove ammunition from the feed area (trunnion block). **(T-1)**

A20.5.2. After the assistance gunner (if available) verifies the ammunition is removed, close the cover. **(T-1)** Disengage the bolt latch release lock and pull the retracting slide handle to the rear. **(T-1)** If clearing from the full-load, a round should fall out from the bottom of the receiver.

A20.5.3. Open the cover and inspect the receiver, chamber, and T-slot (bolt) for ammunition. **(T-1)** If a round is present on the T-block, use a section of .50 caliber cleaning rod to push the round off T-block. **(T-1)**

A20.5.4. Press the bolt latch release, ride the bolt forward and close the cover. **(T-1)** The weapon is now clear and safe to transport for storage.

A20.6. On-Post Change Over. During normal daily operations, post change over includes a complete change out of the MG, ammunition, and equipment. This ensures proper care and preventative maintenance of the MG and equipment is accomplished. During contingency operations on post changeover of personnel, MG, ammunition, and equipment may be performed. The MAJCOM/SF or installation commander determines when and how the following procedures are implemented. These procedures are prescribed in local contingency plans or other appropriate installation/unit documents. After MAJCOM or installation commander approval, the unit commander will authorize when and under what conditions these procedures are authorized locally. **(T-2)**

A20.7. Turn-in. The individual turning in the MG removes the barrel at the commander designated predetermined clearing zone, prior to requesting SA/LW turn-in. **(T-1)** Due to the size and weight of the MG and equipment, the individual turning-in the MG may assist the armorer. When directed by the armorer, the individual approaches the turn-in point/clearing area and hands the MG receiver to the armorer, “butt” first, cover closed, bolt in the forward position and the bolt latch release lock in the off position. **(T-1)** The armorer takes possession of the MG and will use the following procedures:

A20.7.1. Place the weapon on a clean and hard surface, ensure the safety or trigger block on safe (S) position (if equipped) and open the cover. **(T-1)**

A20.7.2. Visually inspect the feed area (trunnion block), receiver, T-slot (bolt), and chambers of both barrels to ensure no ammunition is present in the feed area (trunnion block), receiver, T-slot (bolt) and chambers of both barrels. **(T-1) Note:** It may be necessary to pull the retracting slide handle to the rear slightly to inspect the T-slot.

A20.7.3. Close the cover, place the safety, or trigger block on fire (F) and the press the trigger. **(T-1)** Ensure all optics, pointers and illuminators attached to the MG are turned off. **(T-1)**

A20.7.4. The MG is now safe to store, free of ammunition, the bolt is forward, the cover is closed, and the safety remains on fire. Store with both barrels in an approved storage rack or container. **(T-1)**

Attachment 21

MK19 MACHINE GUN (40MM)

A21.1. General Information. MK19 machine gun loading/unloading procedures are in accordance with TO 11W2-5-16-1, *Operator's Manual for Machine Gun, 40MM; MK19, Mod 3*.

A21.2. Issue. Due to the size and weight of the MG, the individual receiving the MG may assist the armorer. The armorer will use the following procedures when issuing the MK19:

A21.2.1. Remove the MG from its storage rack or container and proceed to the issue-point clearing area. **(T-1)**

A21.2.2. Place the weapon on a clean, hard surface and ensure the safety is in the safe (S) position (letter S is visible). **(T-1)**

A21.2.3. Open the top cover, lower charger handles and pull charger handles slightly to the rear. **(T-1)** Visually inspect the feed tray and the face of the bolt to verify no ammunition is present. **(T-1)**

A21.2.4. Return charger handles to the forward position (ride the bolt forward) and rotate up into the locked position. **(T-1) CAUTION:** Do not let the bolt slam forward as damage may occur.

A21.2.5. Align the primary and secondary drive levers and close the top cover. **(T-1)** Do not allow the top cover to slam shut from raised position as injury may result and damage can occur. Issue the MG to the individual. **(T-1)**

A21.3. Clearing Upon Issue. The individual issued the MG proceeds to the commander designated clearing zone with the MG and will use the following procedures to mount and clear the weapon:

A21.3.1. Mount the weapon to the tripod or vehicle as required. **(T-1) Note:** The depression stop is installed on vehicle mounts and adjusted as necessary.

A21.3.2. Place the safety on fire (F) (letter F is visible). **(T-1)** Unlock charger handle locks by pressing in and rotating both charger handles down. **(T-1)** Pull bolt fully to the rear locking the bolt to the rear. **(T-1)** Return chargers to the forward, up, and locked position. **(T-1)**

A21.3.3. Place the MG in the safe (S) position and open the top cover. **(T-1)** Verify no ammunition is present in the feed tray, receiver or on the face of the bolt. **(T-1)**

A21.3.4. Unlock and lower one charger handle, pull it to the rear and hold it in place. **(T-1)** Place the MG in the fire (F) position, press the trigger, and ride the bolt forward with the charger handle. **(T-1)** Raise the charger handle to the locked position. **(T-1) CAUTION:** Do not let the bolt slam forward as damage or injury may occur.

A21.3.5. Place the MG in the safe (S) position. **(T-1)** Align the primary and secondary drive levers and close the top cover. **(T-1)** Do not allow the top cover to slam shut from raised position as injury may result and the weapon can be damaged.

A21.3.6. Attach the feed throat, ammunition can hanger, can of ammunition, weather cover (if needed due to conditions) and other accessories as required by the mission being performed.

(T-1) Refer to MAJCOM or installation commander guidance on loading configurations from this point.

A21.4. Loading. The MAJCOM/SF or installation commander determines when to load the MK19 and in what configuration (Half-Load and Full-Load) it is employed. These procedures are prescribed in local contingency plans or other appropriate installation/unit documents.

A21.4.1. Half-Load. The half-loading procedures start with a cleared MG. The individual issued the MG will use the following procedures:

A21.4.1.1. Ensure the MG is cleared; the top cover closed, bolt forward, and safety on safe (S). (T-1)

A21.4.1.2. Once the weapon has been cleared; open the top cover for loading. (T-1)

A21.4.1.3. Draw the linked ammo by the female end through the feed throat assembly and ensure the first round is firmly seated between the primary and secondary pawls. (T-1) The assistant gunner may help with this procedure.

A21.4.1.4. Align the primary and secondary drive levers and close the top cover. (T-1) The assistant gunner may assist with this procedure.

A21.4.1.5. Do not move the safety to the fire (F) position until the MG is needed to engage a target/threat. (T-1)

A21.4.2. Full-Load. The full-load is achieved from the half-load configuration. The full load will only be used when hostilities are expected, and the MG needs to be available to fire with minimal delay. (T-1) From the half-load configuration, the gunner will:

A21.4.2.1. Place the safety in the fire (F) position. Unlock charger handles and pull bolt to the rear to the locked position. (T-1) Return chargers to the forward, up, and locked position. (T-1)

A21.4.2.2. Press the trigger allowing the bolt to slam forward. (T-1) Immediately unlock charger handles, pull the bolt to rear to the locked position. (T-1) Place the weapon on safe (S). Return the chargers to the forward, up, and locked position. (T-1) The MG is now in the full-load configuration.

A21.5. On-post Unloading and Clearing. The MAJCOM/SF or installation commander determines when and how the following procedures are implemented. These procedures are prescribed in local contingency plans or other appropriate installation/unit documents. After MAJCOM or installation commander approval, the unit commander will authorize when and under what conditions these procedures are authorized locally.

A21.5.1. Half-Load. The individual issued the MG will use the following procedures to clear the MG from the half-load configuration:

A21.5.1.1. Point the MG in a safe direction at the commander designated predetermined clearing zone. (T-1)

A21.5.1.2. Ensure the MG safety is in the safe (S) position and open the top cover. (T-1)

A21.5.1.3. The assistant gunner releases the secondary feed pawls, removes the belt of ammunition, aligns the primary and secondary drive levers, and closes the top cover. (T-1)

A21.5.1.4. Place the safety in the fire (F) position. Unlock the charger handles and pull the bolt to the rear to the locked position. **(T-1)** Return chargers to the forward position, place one charger in the up, locked position and leave the other charger down. **(T-1)**

A21.5.1.5. Place the MG safety in the safe (S) position. **(T-1)** Open the top cover and verify no ammunition is present in the feed tray, receiver or on the face of the bolt. **(T-1)**

A21.5.1.6. Hold the charger handle that is in the unlocked (down) position, pull it fully to the rear and hold it in place. **(T-1)** Place the MG in the fire (F) position. **(T-1)** Press the trigger and ride the bolt forward with the charger handle. **(T-1)** Raise the charger handle to the locked position. **(T-1)** **CAUTION:** Do not let the bolt slam forward as damage may occur.

A21.5.1.7. The MG is now considered clear and safe to transport for storage.

A21.5.2. Full-Load. The individual issued the MG will use the following procedures to clear the MG from the full-load configuration:

A21.5.2.1. Point the MG in a safe direction at the commander designated predetermined clearing zone. **(T-1)**

A21.5.2.2. Ensure the MG safety is in the safe (S) position, unlock and lower one charger handle and hold it fully to the rear. **(T-1)**

A21.5.2.3. Insert the handle section of a .50 caliber cleaning rod through the side of the MG so the rod is on top of the 40mm round casing close to the face of the MG bolt. **(T-1)** Apply downward pressure on the casing and catch the 40mm round as it drops out the bottom of the weapon. **(T-1)**

A21.5.2.4. Open the top cover and the assistant gunner presses the primary and secondary feed pawls simultaneously and removes the belt of ammunition from the MG. **(T-1)**

A21.5.2.5. With the top cover open, verify there is no ammunition present in the feed tray, receiver or on the face of the bolt. **(T-1)**

A21.5.2.6. Place the MG safety in the fire (F) position. **(T-1)** Press the trigger and ride the bolt forward with the charger handle. **(T-1)** Raise the charger handle to the locked position and place the MG safety in the safe (S) position. **(T-1)** **CAUTION:** Do not let the bolt slam forward as damage may occur.

A21.5.2.7. The assistant gunner aligns the secondary and primary drive levers and closes the top cover. **(T-1)**

A21.5.2.8. The MG is now considered clear and safe to transport for storage.

A21.6. On-Post Change Over. During normal daily operations, post change over includes a complete change out of the MG, ammunition, and equipment. This ensures proper care and preventative maintenance of the MG and equipment is accomplished. During contingency operations on post changeover of personnel, MG, ammunition, and equipment may be performed. The MAJCOM/SF or installation commander determines when and how the following procedures are implemented. These procedures are prescribed in local contingency plans or other appropriate installation/unit documents. After MAJCOM or installation commander approval, the unit commander will authorize when and under what conditions these procedures are authorized locally. **(T-2)**

A21.7. Turn-in. After the MG has been cleared in the commander designated clearing zone, it is dismounted and returned to the armory for storage. **(T-1)** Due to the size and weight of the MG and equipment, the individual turning-in the MG may assist the armorer. The armorer takes possession of the MG and will use the following procedures:

A21.7.1. Place the weapon on a clean, hard surface and ensure the safety is in the safe (S) position (letter S is visible). **(T-1)**

A21.7.2. Open the top cover, lower charger handles and pull charger handles slightly to the rear. **(T-1)** Visually inspect the feed tray and the face of the bolt to verify no ammunition is present. **(T-1)**

A21.7.3. Return charger handles to the forward position (ride the bolt forward) and rotate up into the locked position. **(T-1) CAUTION:** Do not let the bolt slam forward as damage may occur.

A21.7.4. Align the primary and secondary drive levers and close the top cover. Do not allow the top cover to slam shut from raised position as injury can result and damage can occur. **(T-1)**

A21.7.5. Ensure all optics, pointers and illuminators attached to the MG are turned off. **(T-1)**

A21.7.6. The MG is now safe to store, free of ammunition, the bolt is forward, the cover is closed, and the safety remains on safe (S). Store in an approved storage rack or container. **(T-1)**

Attachment 22

M3A1 MULTI-ROLE ANTI-ARMOR ANTI-PERSONNEL WEAPON SYSTEM (MAAWS)

A22.1. General Information. M3A1 MAAWS loading/unloading procedures are in accordance with TM 9-1015-263-10, *Operator's Manual for Multi-Role Anti-Armor Anti-Personnel Weapon System (MAAWS) Rifle, 84MM Recoilless*. **Note:** The M3A1 MAAWS is designed to be employed by a right-handed gunner and all procedures are based on this.

A22.2. Issue. Due to the size and weight of the M3A1, the individual receiving the MAAWS may assist the armorer. The individual receiving the MAAWS performs the Assistant Gunner (AG) procedures, and the armorer performs the Primary Gunner (PG) procedures. The armorer will use the following procedures when issuing the M3A1:

A22.2.1. Remove the M3A1 from its storage rack or container and proceed to the issue-point clearing area.

A22.2.2. The Primary Gunner (PG) places the weapon on their right shoulder.

A22.2.3. The Assistant Gunner (AG) looks through the breech end (back end) of the weapon to ensure no ammunition is present in the weapon system.

A22.2.4. Once the AG confirms no ammunition is present, the AG calls out "CLEAR."

A22.3. Clearing Upon Issue. The individual issued the M3A1 proceeds to the commander designated clearing zone with the weapon and will use the following procedures to clear the weapon:

A22.3.1. Proceed to the clearing zone with the M3A1 resting on the PG's shoulder.

A22.3.2. When directed by the AG, enter the clearing zone and, with the weapon still resting on the PG's shoulder, point the weapon in a safe direction.

A22.3.3. PG pushes the cocking lever forward fully.

A22.3.4. PG sets the safety catch to the SAFE position.

A22.3.5. AG moves the venturi locking lever forward and opens the venturi.

A22.3.6. AG inspects the chamber for a live round or empty shell casing to ensure the weapon is clear.

A22.3.7. AG closes the venturi ensuring the venturi locking lever is engaged fully.

A22.3.8. PG sets the safety catch to the FIRE (RED) position and pulls the trigger to relieve spring tension.

A22.3.9. **Caution:** The weapon is now safe for transport. The weapon will not be transported with a round in the chamber. Ammunition must be transported in the ammunition transport box. The ammunition transport box can weigh over 100-pounds when full, depending on the type of ammunition being used. To avoid injury, utilize two people to carry the ammunition transport box. Failure to follow this warning could result in injury or death to personnel.

A22.4. On-Post Loading/Unloading. The unit commander determines the circumstances for loading the M3A1. These procedures will be prescribed in a local operating instruction.

A22.4.1. Loading. The team issued the weapon will use the following procedures:

A22.4.1.1. PG assumes a firing position and selects the ammunition type and range to the target.

A22.4.1.2. PG holds the weapon horizontally on their right shoulder and supports the bipod against their upper body (if attached).

A22.4.1.3. AG removes round from container and holds it on their left forearm with the nose of the round to the right and the recess in the cartridge case turned down.

A22.4.1.4. PG grasps the firing grip with their right hand and the front grip with their left hand.

A22.4.1.5. PG pushes the cocking lever fully forward with their right hand.

A22.4.1.6. PG sets the safety catch to the SAFE position.

A22.4.1.7. PG calls out: "Ammunition type (state type) LOAD."

A22.4.1.8. AG repeats "ammunition type (state type) LOADING."

A22.4.1.9. AG pulls the venturi Locking Lever towards the muzzle and opens the venturi.

A22.4.1.10. AG looks into the barrel and checks that the venturi, chamber, and bore are all free from foreign objects.

A22.4.1.11. AG must ensure the venturi is completely rotated to the fully open position prior to loading any round of ammunition.

A22.4.1.12. AG inserts the round into the chamber, using their right hand as a guide and left hand to align the recess in the cartridge case with the cartridge case guide.

A22.4.1.13. AG uses their right hand to close the venturi and ensures the venturi locking lever completely rotates to the rear and locks the venturi in the closed position. AG places their hand above and not touching the venturi locking lever. AG then calls "READY."

A22.4.2. Unloading. The team issued the weapon will use the following procedures:

A22.4.2.1. PG maintains the weapon pointed in the firing direction.

A22.4.2.2. PG pushes the cocking lever fully forward with their right hand.

A22.4.2.3. PG sets the safety catch to the SAFE position.

A22.4.2.4. PG calls out: "UNLOAD."

A22.4.2.5. AG moves the venturi locking lever forward and opens the venturi.

A22.4.2.6. AG pulls the venturi locking lever towards the muzzle, forcing any round loaded rearward.

A22.4.2.7. AG removes the round/cartridge case from the weapon and sets it down.

A22.4.2.8. AG closes the venturi.

A22.5. Unloading and/or Clearing Prior to Turn-in. Posting supervisors ensure removal of rounds from the weapon before the team departs their post or duty location. In cases where a posting supervisor is not present, the AG ensures removal of rounds from the weapon. AG's must

be qualified on the weapon to the same level as the operator. Individuals preparing to clear the weapon approach the clearing zone with the weapon and will use the following procedures:

- A22.5.1. Proceed to the clearing zone with the M3A1 resting on the PG's shoulder.
- A22.5.2. When directed by the AG, enter the clearing zone and, with the weapon still resting on the PG's shoulder, point the weapon in a safe direction.
- A22.5.3. PG ensures the safety catch is in the SAFE position.
- A22.5.4. AG moves the venturi locking lever forward and opens the venturi.
- A22.5.5. AG inspects the chamber for a live round or empty shell casing to ensure the weapon is clear.
- A22.5.6. AG closes the venturi ensuring the venturi locking lever is engaged fully.
- A22.5.7. PG sets the safety catch to the FIRE (RED) position and pulls the trigger to relieve spring tension.

A22.6. Turn-in. When directed by the armorer, the team approaches the turn-in point and uses the following procedures:

- A22.6.1. The PG places the weapon on their right shoulder and points the weapon in a safe direction.
- A22.6.2. The AG looks through the breech end (back end) of the weapon to ensure no ammunition is present in the weapon system.
- A22.6.3. Once the AG confirms no ammunition is present and calls out "CLEAR."
- A22.6.4. PG hands the weapon system to the armorer for storage.
- A22.6.5. The Armorer places the M3A1 into its storage rack or container.

A22.7. Ammunition Warnings. Due to the unique characteristics of ammunition for the MAAWS, it is critical that all personnel involved with loading, clearing, storage or employment of the weapon system comply with the following warnings.

- A22.7.1. The arming distances of high explosive (HE) ammunition used in the MAAWS varies between the different types of rounds. Gunners must not engage targets closer than the minimum arming distance specified in TM 9-1015-263-10 for the type of munitions used. Fragmentation could cause injury or death to personnel. Extreme caution must be used when firing within 300 meters of friendly troops. Failure to comply with this warning could result in injury or death to personnel.
- A22.7.2. MAAWS teams must not use any dropped munitions if doubt exists as to the suitability for use. Damaged munitions that can be safely handled are turned in or disposed of in accordance with supporting Munitions Support Squadron (MUNSS) and local guidance for unexploded ordinance. Failure to comply with this warning could result in injury or death to personnel.

Attachment 23

CONDUCTED ENERGY WEAPON (CEW)

A23.1. General Information. The conducted energy weapon (CEW) is a firmware-upgradable weapon manufactured by Axon Enterprise, Inc. (Formally known as TASER®). **Note:** The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Department of the Air Force. The CEW loading/unloading procedures are consistent with manufacturer guidance. **Note:** In the event of any differences between manufacturer guidance and this chapter, the procedures in this chapter take precedence.

A23.2. Issue. The armorer will use the following procedures when issuing the CEW:

A23.2.1. Remove the CEW from its storage container and proceed to the issue-point clearing area with the CEW carried in the raised pistol position and safety on (safety switch in down position). **(T-1)**

A23.2.2. Visually inspect the CEW to ensure there is no cartridge inserted, and the safety switch is in the safe position. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A23.2.3. Place the CEW in the clearing barrel aiming point in line with the axis of the barrel and visually inspect there is no cartridge present. **(T-1)**

A23.2.4. Issue the CEW to the individual “butt” first, muzzle elevated and safety switch in the safe position. **(T-1)** The Armorer issues the individual a holster (if applicable) and two cartridges. **(T-1)**

A23.3. Loading. The individual issued the CEW will use the following procedures:

A23.3.1. Proceed to the clearing zone with the CEW muzzle pointed up and manual safety switch in the safe (down) position. **(T-1)**

A23.3.2. When directed by the clearing barrel attendant, enter the clearing zone, and place the muzzle into the clearing barrel aiming point in line with the axis of the barrel and hands cartridges to clearing barrel attendant. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A23.3.3. Clearing barrel attendant will verify the CEW is on safe, no cartridge present and will verbally state safe and clear. **(T-1)**

A23.3.4. After the clearing barrel attendant verifies the CEW contains no cartridge and is safe, the individual will place the CEW on fire, check the charge level and conduct a spark test. **(T-1)** The individual conducting a spark test will use the following procedures:

A23.3.4.1. Ensure the CEW muzzle is placed into the clearing barrel aiming point in line with the axis of the barrel.

A23.3.4.2. Move the safety switch to the up (Armed) position.

A23.3.4.3. Pull the trigger and visually confirm sparking across the electrodes. Allow the full 5-second cycle to run. **Note:** View the arc from the top or side of the CEW and do not point the CEW at the face or near the face.

A23.3.4.4. Visually look at the Central Information Display (CID) and verify the following:

A23.3.4.4.1. Ensure No fault/error icons are displayed on the CID.

A23.3.4.4.2. Ensure LO BATT is not displayed on the CID.

A23.3.4.4.3. If any of the above verifications fail, return the CEW to the armory for service.

A23.3.5. Once the spark test is complete, the individual will place the CEW on safe. **(T-1)** The clearing barrel attendant will verify the CEW is on safe and verbally state safe and clear. **(T-1)**

A23.3.6. The clearing barrel attendant will hand the individual one cartridge. The individual will place the cartridge in the CEW pistol grip. **(T-1)**

A23.3.7. The clearing barrel attendant will hand the individual a second cartridge. The individual will place the cartridge in the CEW. **(T-1)**

A23.3.8. After loading is complete, insert the CEW in the holster (ensure the finger is off the trigger and outside the holster) and secure the CEW in the holster. **(T-1)**

A23.3.9. Do not remove the CEW from the holster except in the line of duty or when clearing it for turn-in. **(T-1)**

A23.4. Unloading and/or Clearing. Individuals preparing to unload and/or clear their CEW will approach the clearing zone with the CEW holstered and will use the following procedures:

A23.4.1. When directed by the clearing barrel attendant, enter the clearing zone, step up to the clearing barrel, draw CEW and immediately place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A23.4.2. The clearing barrel attendant verifies the CEW is safe and verbally states safe. **(T-1)**

A23.4.3. Press the cartridge release tab to remove the cartridge from the CEW (if present) and give the cartridge to the clearing barrel attendant. **(T-1)**

A23.4.4. Remove the second cartridge from CEW handle and hand the cartridge to clearing barrel attendant. **(T-1)**

A23.4.5. Visually inspect the CEW to ensure there are no cartridges and the manual safety switch is in the safe (down) position. The clearing barrel attendant will verbally state safe and clear. **(T-1)**

A23.4.6. After the clearing barrel attendant verifies the CEW contains no cartridges and is safe for turn-in; proceed to the turn-in point with the CEW in the raised pistol position, two cartridges and the manual safety switch in the safe (down) position. **(T-1)**

A23.5. Turn-In. When directed by the armorer, the individual approaches the turn-in point and hands the CEW to the armorer “butt” first, muzzle elevated and manual safety switch in the safe (down) position. **(T-1)** At no time during the turn-in procedures should anyone place their fingers into the trigger guard. **(T-1)** The armorer takes possession of the CEW and immediately places the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-2)** The armorer will then use the following procedures:

A23.5.1. With the muzzle remaining in the clearing barrel aiming point, visually inspect the CEW to ensure it does not contain cartridges and it is safe for storage. **(T-1)**

A23.5.2. Store the weapon in an approved storage rack or container. (T-1)

Attachment 24**FN303, MK2 COMPRESSED AIR LAUNCHER**

A24.1. General Information. FN303-series compressed air launcher loading/unloading procedures are in accordance with TM 9-1095-212-13&P, *Operator and Field Maintenance Manual (Including Repair Parts and Special Tools List) For Firing Device, Non Lethal: FN303 Launcher (NSN 1095-01-526-7860 and Air Bank, Portable: (NSN 1090-01-533-1622)*. **Note:** The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Department of the Air Force.

A24.2. Issue. The armorer will use the following procedures when issuing the FN303 Compressed Air Launcher. **(T-1) Note:** References to FN303 include the FN303, MK2.

A24.2.1. Remove the FN303 from its storage rack or container and proceed to the issue-point clearing area with the compressed air launcher held in the “port-arms” position. Do not place fingers into trigger guard. **(T-1)**

A24.2.2. Place the muzzle in the clearing barrel aiming point in line with the axis of the barrel and attempt to place the selector lever in the safe position. **(T-1) Note:** If the FN303 was properly stored with the system depressurized, the selector lever will not go into the “SAFE” position.

A24.2.3. Visually inspect the FN303 to ensure there is no magazine inserted. **(T-1) Note:** If a magazine is inserted, depress the magazine release button, and remove the magazine before proceeding.

A24.2.4. Ensure the 1/4 turn air valve is set to the “OFF” position. **(T-1)**

A24.2.5. Manually hold the trigger in the forward most position and place the selector lever in the “SAFE” position. **(T-1)**

A24.2.6. Visually inspect the magazine well and receiver area to ensure no projectiles are present. **(T-1)**

A24.2.7. Issue the FN303 to the individual “butt” first, muzzle elevated and the safety lever in the “SAFE” position. Do not place fingers on trigger or into trigger guard during issue. **(T-1)**

A24.3. Loading. The individual issued the FN303 will use the following procedures:

A24.3.1. Proceed to the clearing zone with the FN303 held in the “port-arms” position, magazine removed, and safety lever in the “SAFE” position. **(T-1)**

A24.3.2. When directed by the clearing barrel attendant, enter the clearing zone, and place the muzzle into the clearing barrel aiming point in line with axis of barrel. Do not place fingers into trigger guard. **(T-1)**

A24.3.3. Visually inspect the FN303 to ensure the safety lever is in the “SAFE” position and there is no magazine, or projectiles present in the magazine well or receiver area. **(T-1)**

A24.3.4. After the clearing barrel attendant verifies the FN303 contains no projectiles and is “SAFE,” turn the 1/4 turn air valve to the “ON” position.

A24.3.5. If the individual is to be armed, insert a loaded magazine, and ensure it is secured into the magazine well. The individual is now considered armed. If the individual is not arming, proceed to next step without inserting a magazine.

A24.3.6. Sling the FN303 with the muzzle pointed either in the up or down position. **Note:** During inclement weather, the compressed air launcher should be slung with the muzzle pointed down. If no sling is attached, exit the clearing zone with the FN303 held in the “port-arms” position.

A24.4. Unloading and/or Clearing. Individuals preparing to unload and/or clear compressed air launchers approach the clearing zone with the launcher in the “sling arms” or “port-arms” position and will use the following procedures:

A24.4.1. When directed by the clearing barrel attendant, enter the clearing zone, unsling the FN303 and immediately place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. **(T-1)** Do not place fingers into the trigger guard. **(T-1)**

A24.4.2. If a magazine is in the magazine well, depress the magazine catch button, remove the magazine, and hand the magazine to the clearing barrel attendant. **(T-1)**

A24.4.3. Visually inspect the FN303 to ensure the safety lever is in the “SAFE” position and ensure the 1/4 turn air valve is in the “OFF” position. **(T-1)**

A24.4.4. Visually inspect the magazine well and receiver area to ensure no magazine or projectile is present and the selector lever is in the “SAFE” position. **(T-1)**

A24.4.5. After the clearing barrel attendant verifies the FN303 contains no projectiles and is safe for turn-in; proceed to the turn-in point with the FN303 held at “port-arms” with the safety lever on “SAFE.” **(T-1)**

A24.5. Turn-in. When directed by the armorer, the individual approaches the turn-in point and hands the FN303 to the armorer “butt” first, muzzle elevated, and the safety lever in the “SAFE” position. **(T-1)** The armorer takes possession of the FN303 and immediately places the muzzle into the clearing barrel aiming point in line with axis of barrel. Do not place fingers into trigger guard. The armorer will use the following procedures:

A24.5.1. Visually inspect the magazine well and receiver area; ensure no projectiles or magazine is present and the FN303 is safe for storage. **(T-1)**

A24.5.2. Visually inspect the 1/4 turn air valve to ensure the valve is in the “OFF” position. Rotate the safety lever to “FIRE” and pull the trigger, dry-firing the FN303 into the clearing barrel. Continue dry-firing the FN303 into the clearing barrel until the compressed air launcher is depressurized.

A24.5.3. The FN303 is now “rack safe,” free of ammunition, and the safety lever is in the “FIRE” position. **Note:** The selector lever cannot be placed on “SAFE” after the FN303 has been depressurized. Store the FN303 in an approved storage rack or container.

Attachment 25**PEPPERBALL® VARIABLE KINETIC SYSTEM™ (VKS™)**

A25.1. General Information. PepperBall® VKS™ compressed air launcher loading/unloading procedures are consistent with manufacturer guidance contained in the *VKS™ Variable Kinetic System User Manual*. The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Department of the Air Force. **Note:** In the event of any differences between manufacturer guidance and this attachment, the procedures in this attachment take precedence.

A25.2. Issue. The armorer will use the following procedures when issuing the VKS™ Compressed Air Launcher. **(T-1)**

A25.2.1. Remove the VKS™ from its storage rack or container and proceed to the issue-point clearing area with the compressed air launcher held in the “port-arms” position. **(T-1)** Do not place fingers into trigger guard. **(T-1)**

A25.2.2. Place the muzzle in the clearing barrel aiming point in line with the axis of the barrel and place the safety lever in the “SAFE” position. **(T-1)**

A25.2.3. Visually inspect the VKS™ to ensure there is no magazine inserted. **(T-1)** **Note:** If a magazine is inserted, depress the magazine release button, and remove the magazine before proceeding.

A25.2.4. Ensure the charging handle in the “OFF” position (rearward position). **(T-1)**

A25.2.5. Visually inspect the magazine well and receiver area to ensure no projectiles are present. **(T-1)**

A25.2.6. Issue the VKS™ to the individual “butt” first, muzzle elevated and the safety lever in the “SAFE” position. **(T-1)** Do not place fingers on trigger or into trigger guard during issue. **(T-1)**

A25.3. Loading. The individual issued the VKS™ will use the following procedures:

A25.3.1. Proceed to the clearing zone with the VKS™ held in the “port-arms” position, magazine removed, and safety lever in the “SAFE” position. **(T-1)**

A25.3.2. When directed by the clearing barrel attendant, enter the clearing zone, and place the muzzle into the clearing barrel aiming point in line with axis of barrel. Do not place fingers into trigger guard. **(T-1)**

A25.3.3. Visually inspect the VKS™ to ensure the safety lever is in the “SAFE” position and there is no magazine, or projectiles present in the magazine well or receiver area. **(T-1)**

A25.3.4. After the clearing barrel attendant verifies the VKS™ contains no projectiles and is “SAFE,” pressurize the launcher by moving the charging handle to the “ON” position (forward position).

A25.3.5. If the individual is to be armed, insert a loaded magazine, and ensure it is secured into the magazine well. The individual is now considered armed. If the individual is not arming, proceed to next step without inserting a magazine.

A25.3.6. Sling the VKS™ with the muzzle pointed either in the up or down position. During inclement weather, the compressed air launcher should be slung with the muzzle pointed down. If no sling is attached, exit the clearing zone with the VKS™ held in the “port-arms” position.

A25.4. Unloading and/or Clearing. Individuals preparing to unload and/or clear compressed air launchers approach the clearing zone with the launcher in the “sling arms” or “port-arms” position and will use the following procedures: **(T-1)**

A25.4.1. When directed by the clearing barrel attendant, enter the clearing zone, unsling the VKS™ and immediately place the muzzle into the clearing barrel aiming point in line with the axis of the barrel. Do not place fingers into the trigger guard. **(T-1)**

A25.4.2. If a magazine is in the magazine well, depress the magazine catch button, remove the magazine, and hand the magazine to the clearing barrel attendant. **(T-1)**

A25.4.3. Visually inspect the VKS™ to ensure the safety lever is in the “SAFE” position and ensure the charging handle is in the “OFF” position (rearward position). **(T-1)**

A25.4.4. Visually inspect the magazine well and receiver area to ensure no magazine or projectile is present and the safety lever is in the “SAFE” position. **(T-1)**

A25.4.5. After the clearing barrel attendant verifies the VKS™ contains no projectiles and is safe for turn-in; proceed to the turn-in point with the compressed air launcher held at “port-arms” with the safety lever on “SAFE.”

A25.5. Turn-in. When directed by the armorer, the individual approaches the turn-in point and hands the VKS™ to the armorer “butt” first, muzzle elevated, and the safety lever in the “SAFE” position. **(T-1)** The armorer takes possession of the VKS™ and immediately places the muzzle into the clearing barrel aiming point in line with axis of barrel. **(T-1)** Do not place fingers into trigger guard. The armorer will use the following procedures: **(T-1)**

A25.5.1. Visually inspect the magazine well and receiver area; ensure no projectiles or magazine is present and the VKS™ is safe for storage. **(T-1)**

A25.5.2. Visually inspect the charging handle to ensure the valve is in the “OFF” position. **(T-1)** The VKS™ is depressurized if the charging handle remains in the “OFF” position.

A25.5.3. The VKS™ is now “rack safe,” free of ammunition, and the safety lever is in the “SAFE” position. Store the VKS™ in an approved storage rack or container.