

**BY ORDER OF THE COMMANDER
HOLLOMAN AIR FORCE BASE**

**HOLLOMAN AIR FORCE BASE
INSTRUCTION 24-602V2**



29 JANUARY 2021

Transportation

***PREPARATION AND MOVEMENT OF
AIR FORCE CARGO***

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements procedures pertaining to the movement Department of Defense (DOD) personnel and government shipments/material on the installation. It outlines the local procedure requirements identified in Air Force Instruction (AFI) 24-602 V2, *Preparation and Movement of Air Force Cargo*. This guidance identifies safe and proper receipt and shipment procedures and governs responsibilities for preparing, handling, safeguarding, receiving, documenting and maintaining accountability for Arms, Ammunition, and Explosives (AA&E), Nuclear Weapons Related Material (NWRM), classified and sensitive property. Primary and alternate munitions transportation routes for vehicles on Holloman Air Force Base loaded with explosives are established. This instruction applies to all Wing and associated units. Failure to comply may result in a security incident which will be formally investigated. 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. This publication may be supplemented at any level, but all supplements must be routed to the OPR of this publication for coordination prior to certification and approval. Send suggestions on AF Form 847, *Recommendation for Change of Publication*, to make comments and suggested improvements in this instruction. The authorities to waive wing/unit level requirements in this publication are identified with a Tier (“T-0, T-1, T-2, T-3”) number following the compliance statement. See Department of the Air Force (DAF) Instruction (DAFI) 33-360, *Publications and Forms Management*, for a description of the authorities associated with the Tier numbers. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority, or alternately, to the requestor’s

commander for non-tiered compliance items. A reference to an internal paragraph that contains the authority and directions is also permitted. Compliance with the attachments in this publication is mandatory.

CHAPTER 1

RESPONSIBILITIES

1.1. Overview. 49 Logistics Readiness Commander (49 LRS/CC) will ensure all unit personnel who handle, process, and ship AA&E, Classified, Aircraft Engines, and Reusable Containers are properly trained and certified IAW applicable Career Field Education and Training Plan (CFETP) and local training standards.

1.1.1. Appoint in writing personnel who are authorized to process, ship and receive AA&E, Classified, and Aircraft Engines. Only personnel who are trained and have the appropriate security clearance will be authorized to handle these types of assets. (Note: Only the Joint Personnel Adjudication System (JPAS) will be used to verify Security Clearance Eligibility, Investigation Status, and Access Levels; therefore units must provide 49 LRS an update immediately if an individual's Clearance Eligibility or Access Level has been downgraded or changed).

1.2. Other Base Personnel:

1.2.1. If involved with the processing, packaging, handling and transporting of AA&E, Classified, Sensitive, NWRM, and Aircraft Engines, these personnel will comply with the procedures contained in this wing instruction. Failure to comply with this Holloman Air Force Base Instruction (HAFBI) may result in a security incident, which will be formally investigated. All units that receive direct deliveries of AA&E, classified, and sensitive material, will provide Cargo Movement Element (49 LRS/LGRDDC) copies of all related documents within 24 hours of delivery.

1.2.2. All units that offer for shipment AA&E, classified, sensitive, NWRM, and aircraft engines, will ensure the asset is properly identified on the shipping documents (DD Form 1348-1A, Issue Release and Receipt Document and or DD Form 1149, Requisition and Invoice/Shipping Document). Additionally, for classified assets, the 1348-1As and 1149s will include applicable degree of classification, such as "SECRET," "CONFIDENTIAL," or "Controlled Cryptographic Item (CCI)," to ensure easy identification.

1.2.3. All units and personnel that use the DD Form 1149 for shipments must use the automated DD Form 1149 System (located at <https://trackerlite.wpafb.af.mil/dd1149>). If the electronic web DD Form 1149 process cannot accurately produce the required information, the manual DD Form 1149 may be used. In the event the Logistics Tool Suite (LTS) is inoperable, the outbound cargo supervisor should contact the LTS help desk or base communication focal point and confirm there is a connectivity issue.

1.2.4. This instruction does not cover procedures for deployment, sustainment and redeployment of passengers, cargo and equipment moving in the Defense Transportation System. For units looking for guidance on Time-Phased Force and Deployment Data (TPFDD) movements, reference the Holloman Installation Deployment Plan.

CHAPTER 2

ARMS, AMMUNITION, AND EXPLOSIVES (AA&E) SHIPMENTS

2.1. Scope. This chapter applies to all personnel whose duties involve receiving, processing, packaging, handling and shipping of AA&E, including non-nuclear munitions.

2.2. Location of Operations.

2.2.1. Aircraft: All air shipments containing explosives will be worked through 49th Airfield Management Operations and 49 Wing Safety for safe upload and download.

2.2.2. Trucks: All surface shipments containing explosives will be loaded and downloaded within the Munitions Storage Area (MSA), located at 1500 Sabre Rd Holloman AFB, NM 88330.

2.3. Movement Routes.

2.3.1. The Commercial West Gate is the primary point of entry for Commercial pick-up and delivery vehicles. In the event the Commercial West Gate is closed during normal duty hours. Commercial vehicles will not be granted access to Holloman Air Force Base (HAFB) until 49th Security Forces Squadron (49 SFS) personnel conduct a routine security inspection. Once completed, carriers hauling explosives will be escorted to the munitions laden vehicle inspection checkpoint by 49 LRS/LGRDDC. See [Attachment 2, AA&E Movement Route](#), for authorized movement routes. Use the secondary route when the primary route is unavailable, notify both Command Post at 572-4900 and Wing Safety at 572-3793 when secondary route is used. Once the gate is closed after duty hours, 49 LRS/LGRDDC will contact the Base Defense Operations Center at 572-7171 to have on-duty 49 SFS personnel open the gate.

2.3.2. Secure Holding Area: HAFB does not have a secure holding area. If the driver arrives during non-duty hours, the transport vehicle will be redirected to McGregor Range at Fort Bliss, Texas, Logistics Readiness Center /Ammunition Supply Point Building #9903 Patriot Highway, McGregor Range, 88081. The driver will contact McGregor Range secure hold Monday - Friday at 915-569-9570, or at 915-744-2115/2116/2117 during the weekend. The truck can be placed in the secure holding area until the following business day.

2.4. Procedures.

2.4.1. Receiving Requirements:

2.4.1.1. The published hours of operation for receiving explosives destined to HAFB, as indicated in the Transportation Facilities Guide (TFG), and Defense Transportation Regulation 4500.9-R-[Part II, Chapter 201](#), are 0800-1500, Monday-Friday, except for holidays.

2.4.1.2. Munitions Accountable Systems Officer (MASO) will provide 49 LRS/LGRDDC an updated list of individuals, (other than those already appointed by 49 LRS/CC) authorized to receipt for AA&E consigned to HAFB. The list will contain each authorized individual's name, rank, and security clearance. The list will be updated as changes occur or will be re-accomplished annually.

2.4.1.3. 49 LRS/LGRDDC will notify and provide any substantial documentations to the 49th Munitions Element for all inbound AA&E shipments consigned to HAFB. When an AA&E carrier arrives at the gate, they will be held there until 49 LRS/LGRDDC performs a vehicle inspection. Any carrier hauling explosives will be escorted to the munitions laden vehicle inspection checkpoint by 49 LRS/LGRDDC. Explosives will never be brought to Building 311.

2.4.1.4. At the designated inspection station, 49 LRS/LGRDDC will check the carrier’s vehicle for obvious exterior damage and examine the seals for tampering. If there is no apparent damage or tampering, 49 LRS/LGRDDC will proceed with the vehicle inspection using the DD Form 626, *Motor Vehicle Inspection (Transporting Hazardous Materials)*. Once the vehicle inspection is complete, 49 LRS/LGRDDC and munitions personnel will escort the carrier into the MSA.

2.4.1.5. In the event of an accident or incident, contact the appropriate offices below:

For medical emergencies.....	911
For all incidents contact Command Post.....	572-4900
For all incidents contact Wing Safety.....	572-3793
For all incidents contact Base Defense Operation Center.....	572-7171
For all incidents contact Munitions Control.....	572-3151
For non-emergencies, contact the Distribution Flight Traffic Manager.....	572-1692
Off base emergencies follow Emergency Response Guide on the Commercial Bill of Lading.	

2.4.1.6. 49 LRS/LGRDDC will maintain responsibility for the delivery vehicle until escorted into the MSA. AA&E will not be directly delivered into the MSA without first being inspected by 49 LRS/LGRDDC personnel at the designated location.

2.4.1.7. 49 LRS/LGRDDC will complete the receiving checklist AF Form 4388, *Inbound Transportation Protective Service Material Checklist*, IAW AFI 24-602V2, *Preparation and Movement of Air Force Cargo*, **Chapter 5 Paragraph 5.1.8** Carriers will provide 49 LRS/LGRDDC with signed copies of the bills of lading and carrier delivery receipt at the time of delivery. 49 LRS/LGRDDC will review inbound documentation presented by the carrier for any special services requested by the shipper and annotate the carrier’s freight bill with any discrepancies. The driver must sign and date the discrepancy notation.

2.4.1.8. 49 LRS/LGRDDC will sign the DD Form 1907, *Signature and Tally Record*, acknowledging receipt.

2.4.1.9. For AA&E shipments that are delivered directly to 49th Munitions Element without 49 LRS involvement, the unit will submit signed copies of all transportation and receiving documents to 49 LRS/LGRDDC within 24 hours of delivery.

2.4.2. Outbound Shipping Requirements:

2.4.2.1. MASO will coordinate transportation requirements with 49 LRS/LGRDDC using DD Form 1348-1A. All munitions assets will be properly packed, marked, inspected, and ready for shipment prior to requesting transportation. 49th Munitions Element will complete the top portion of the AF Form 4387, *Outbound Transportation Protective Service Material Checklist*, to include signing “Packed By” and “Certified By”

block. They will then submit it to 49 LRS/LGRDDC when offering an item for shipment.

2.4.2.2. 49 LRS/LGRDDC will provide the MASO with an updated list of individuals authorized to receipt for AA&E, including classified items, which are being released for shipment. The list will contain name, rank, security clearance for each authorized individual. The list will be updated as changes occur or will be re-accomplished annually.

2.4.2.3. 49th Munitions Element will verify that explosives have been packaged and placed in containers IAW current applicable regulations and technical orders and ensure that the accompanying documentation accurately reflects the contents. Code of Federal Regulation (CFR) Title 49 provides specifications on how hazards should be grouped together according to type and material. Incorrectly packaged items will not be submitted to 49 LRS/LGRDDC for shipment.

2.4.2.4. 49 LRS/LGRDDC will verify proper marking and labeling requirements are met. Each container must list its content and have the correct Department of Transportation (DOT) markings. Also, a check must be made to determine if a Department of Transportation-Special Permit (DOT-SP), a Competent Authority Approvals (CAA), or a Certificate of Equivalent (COE) is required. Items with incorrect documentation, packing, labeling, or markings will not be accepted for shipment. 49th Munitions Element will submit shipping documents to Surface Freight once the requirements are met.

2.4.2.5. 49 LRS/LGRDDC will only accept non-explosives, and up to 10 pounds of Net Explosive Weight (NEW) of 1.4c/1.4s shipments at Building 311 North Dock. Non-explosive certification must be provided with the shipment. 49 LRS/LGRDDC will then determine the proper mode or method of shipment.

2.4.2.6. 49 LRS/LGRDDC will ensure compliance with applicable directives for shipment of explosives under their control. The Installation Transportation Officer (ITO) is the installation focal point for ensuring that Air Force cargo moving over public highways conforms to Federal, Department of Defense, state and local laws, regulations, and ordinances relating to vehicle size and weight limitations. For munitions movements and shipments transported in support of test, range and unit mission requirements, the transporting activity is responsible for ensuring compliance IAW DTR 4500.9-R, CFR 49, parts 100-199 and state regulations.

2.4.2.7. Commercial carriers will normally be used to transport AA&E; however, when training or operational necessity dictates the use of organic vehicles, procedures outlined below will be used. Unit moves must be IAW DTR Part II, 4500.9R.

CHAPTER 3

CLASSIFIED SHIPMENTS

3.1. Scope. This chapter applies to all personnel involved with the processing, packaging, and shipment of classified, controlled, and sensitive material.

3.2. Procedures.

3.2.1. All units and personnel that offer classified materials for shipment will follow procedures as prescribed IAW AFI 24-602 V2, **Chapter 4** and DTR 4500.9R Part II, Chapter 205. Note: "TOP SECRET" shipments are not authorized to be processed through the Cargo Movement section.

3.3. Outbound Cargo will (for classified shipments up to 150 pounds):

3.3.1. Establish delivery receipt times with the shipper. Normally, classified shipments will be received and processed from Monday-Thursday by appointment only. Units will schedule 24 hours prior to drop off, of all classified and cryptographic shipments. In addition, 49 LRS/LGRDDC will only accept classified shipments on Friday if provided with a valid point of contact, physical address, and confirmation that a receiving agent will be available to receive the shipment.

3.3.2. Ensure all classified shipments are safeguarded during the receiving, packing, and handling process. Shipments will be handled, packed, processed, and then logged into the classified storage areas (TMO vault) as necessary. Classified shipments will not be left unattended and unprotected.

3.4. Surface Freight will (for classified shipments over 150 pounds):

3.4.1. 49 LRS/LGRDDC will adhere to service regulations (i.e. AFI24-602V2, DTR Part II Chapter 205) when packaging, shipment planning and transporting classified cargo exceeding 150 lbs.

3.5. Inbound Cargo.

3.5.1. Handle classified, sensitive, CCI, shipments IAW AFI 24-602 V2 Chapter. 4 and **Attachment 9** (*Inbound Cargo Materiel Receipt*) as well as DoD 4500.9R DTR Part II, Chapter 205.

3.5.2. Use the Wing Authorized Classified Receipt Listing to determine if personnel are authorized to receipt and or process small package carrier deliveries (Note: Only the JPAS will be used to verify Security Clearance Eligibility). Packages will be secured by constant monitoring or classified storage at the TMO Vault until turned over to the customer or Ground Transportation for disposition.

3.5.3. Turn over classified cargo to the consignee after the individual is confirmed on the Wing Authorized Classified Receipt Listing with documentation of the transaction on DD Form 1907, or other shipment planning worksheets used as a hand to hand receipt.

CHAPTER 4

DEFENSE LOGISTICS AGENCY (DLA) DISPOSITION SERVICES (DLADS)

4.1. Scope: This chapter applies to the handling, processing and disposition procedures for DLADS items.

4.2. Procedures:

4.2.1. Units will contact 49 LRS/LGRMMF (Flight Service Center) for guidance regarding DLADS turn-ins. Notes: Due to recent changes in DLADS operations, 49 LRS/LGRDDC no longer has the capability to route shipments for disposition. Therefore, unit timelines may not be met accordingly, and delays may occur.

4.2.1.1. Bulk item turn-ins will be based on available warehouse space, priority, and mission impact to the respective units.

4.2.1.2. Customers will coordinate with 49 LRS/LGRMCE for disposition of EAID equipment assets that are accountable to their respective units.

4.2.1.3. Flight Service Center does not accept non-EAID equipment assets (i.e. furniture) from customers.

4.2.2. Flight Service Center will be responsible for expendability, recoverability, reparability, cost designator (ERRCD) XB3, XF3, and XD2 unit returns into the Material Management System, Integrated Logistics System-Supply (ILS-S) as condemned requiring DLADS disposition. Once returned into the Material Management System, Flight Service Center will ensure the asset has copy two of the DD Form 1348, A5J shipment document attached onto it. Copy one will be dispersed to Customer Service. Copy three will be signed and stamped by the DLADS representative inspecting the assets prior to scheduling DLADS disposition.

4.2.3. Flight Service Center will schedule an inspection with the base DLADS representative prior to scheduling DLADS movement. The assets will then be crated or palletized by the units. Assets will be staged until a full truckload can be transported to DLADS.

4.2.4. When securing items onto pallets, units may request assistance from 49 LRS/LGRDDC personnel, however, unit will maintain the ultimate responsibility of palletizing/consolidating shipments for onward movement.

4.2.5. Upon completion of the DLADS inspection, crating, and staging of assets, Flight Service Center will contact the DLADS Scheduler for transportation support and ordering conveyance through <http://vsm.distribution.dla.mil/Scheduler/Schedule/CONUS>.

CHAPTER 5

AIRCRAFT ENGINE SHIPMENTS

5.1. Scope: This chapter applies to all personnel involved with the processing, packaging, handling, shipment, and receipt of the aircraft engines between HAFB and Source of Repair.

5.2. Movement Routes:

5.2.1. The primary entry to the base for delivery trucks is the Commercial West Gate.

5.2.2. Vehicle Inspection: The Commercial West Gate is designated as the base's vehicle inspection station.

5.3. Procedures:

5.3.1. Inbound Receiving will:

5.3.1.1. In-check and receipt for engines IAW directives. If there are no discrepancies, the engine will be downloaded from the carrier's equipment. To limit the safety risk, engines will be downloaded at Building 311 Dock, using appropriate Material Handling Equipment (MHE). 49 LRS/LGRDDC will notify the Base Engine Manager to establish a date and time for pick up IAW AFI 24-602V2.

5.3.1.2. The Base Engine Manager may contact 49 LRS/Ground Transportation for support and transportation of engines from Building 311 to the final destination as determined by the Engine Manager.

5.3.2. Outbound Shipment of Engines:

5.3.2.1. The Base Engine Manager will notify 49 LRS/LGRDDC of any pending engine movement requirements. The Engine Shop prepares the shipping documents, using the automated DD Form 1348-1A or DD Form 1149, and provides a copy to 49 LRS/LGRDDC, who prepares the truck manifest and creates the bill of lading for commercial carriers. 49 LRS/LGRDDC will ensure the engine is prepared for shipment IAW TO 00-85-20, purged, drained, preserved, wrapped, and verified the AFTO Form 20, *Caution Tag* and the DD Form 1348-1A with a signed statement that the engine has been prepared for shipment. The engine is delivered to 49 LRS/LGRDDC for further processing, labeling, and loading on carrier equipment for line haul movement to depot.

5.3.2.2. 49 LRS/LGRDDC will receipt for the engine from the Engine Shop and verify the shipping data with a repairable/serviceable tag. 49 LRS/LGRDDC will inspect for external leaks and proper wrapping and packaging of the engine. 49 LRS/LGRDDC will ensure the DD Form 1348-1A or DD Form 1149 and the AFTO Form 20 are certified and that the engine has been drained and purged IAW TO 00-85-20 requirements. 49 LRS/LGRDDC will arrange commercial movement to meet the Required Delivery Date using carriers with air-ride tractor-trailers. 49 LRS/LGRDDC will prepare all necessary commercial shipping documentation and will load, block, brace, and supervise the securing of the engine to the carrier's equipment IAW TO shipping instructions.

CHAPTER 6

AIR FORCE REUSABLE CONTAINER PROGRAM

6.1. Scope: This chapter applies to all personnel whose duties involve receiving, processing, handling and transporting shipments using the wing Reusable Container Program (RCP).

6.2. Procedures:

6.2.1. The unit commander will appoint a primary and alternate Unit Container Manager (UCM) by memorandum to manage the reusable container program within their organization and must provide a copy to 49 LRS/LGRDDC located in Building 311. The memorandum must contain the names, duty phone number, and signatures of the UCMs and will be updated annually or as required due to the changes in personnel. UCMs must be in the grade of E-5 or above.

6.2.2. The 49 LRS Cargo Movement Section will provide training and awareness to personnel assigned to non-transportation functions on the concepts and procedures of the RCP in conjunction with the annual reusable container working group meeting.

6.2.3. The Base Container Monitor (BCM)/representatives will receive and process AF Form 451, *Request for Packaging Service*, from the outside flights when the proper Special Packaging Instruction (SPI) or Fast Pack container is required but not provided.

6.2.4. Customers will complete AF Form 451 with the UCM's authorized signature prior to item turn-in to LRS Material Management.

6.2.5. AF Form 451 is also used for local fabrication requests of SPI containers.

6.2.6. Process the AF Form 406 *Miscellaneous Obligation Reimbursement Document (MORD)*, AF Form 616, *Fund Cite Authorization*, DD Form 448 *Military Interdepartmental Purchase Requests (MIPR)* and Government Purchase Card accounts for tenant units requesting special packaging services to cover charges associated with repackaging of items (replacing lost or damaged containers), container repair and/or fabrication (materials and labor) and commercial shipping and handling.

6.2.7. Reimbursement for replacing containers can/will be requested from host/tenant units that show a trend of abusing containers or a drop below the local standard of 80% reusable rate.

CHAPTER 7

MOVEMENT OF TEST, MEASUREMENT, AND DIAGNOSTIC EQUIPMENT (TMDE)

7.1. Scope: Establish coordinated procedures with the Precision Measurement Equipment Laboratory (PMEL) for the movement of TMDE.

7.2. Procedures:

7.2.1. Inbound Cargo will:

7.2.1.1. In-check all PMEL items and treat them as TP-1 shipments and abide by the processing times indicated in AFI 24-602V2 Table 3.1. Receipt Processing Time Standards

7.2.1.2. In-checker will annotate the TCN and Tracking Number on the Inbound Cargo Log for CMOS in-checking purposes.

7.2.1.3. In-checker will open each item to verify the Owning Work Center to determine proper disposition to the corresponding PMEL shop. 49 LRS/LGRDDC will then attempt the Base PMEL supervisor or representative to ensure a timely inspection and pick-up of the TMDE asset.

7.2.2. Outbound Cargo will:

7.2.2.1. PMEL personnel will provide the outbound cargo office with four copies of the DD Form 1149. The DD Form 1149 should include a valid ship to address, points of contact, transportation priority, and TAC code.

7.2.2.2. Outbound personnel will process the shipment within the established time standards based on the priority. Outbound personnel will ensure TMDE items are packaged IAW the proper military packing standards. Outbound will provide a signed copy of the DD Form 1149 to PMEL for their records. Note: All PMEL DD Form 1149 as well as the asset will be identified by utilizing the PMEL label, sticker or stamp.

CHAPTER 8**AFTER-HOURS PROCESSING (999/NOT MISSION CAPABLE SUPPLY
(NMCS)/MISSION CAPABLE (MICAP)**

8.1. Scope: To establish procedures for shipping/receiving expedited 999/NCMS/MICAP and critical/classified items during non-duty hours.

8.2. Procedures:

8.2.1. Refer to Cargo Movement Standby Memorandum which is updated periodically to maintain a steady rotation of airman performing standby duties. Once the memorandum is updated, a copy is provided to the 49 WG/CP.

8.2.2. Personnel are to perform standby operations between the hours of 1630-0730 on weekdays and 24 hours on weekends and official holidays or down days.

8.2.2.1. Personnel will report for duty within 60 minutes for all 999/MICAP shipments after receiving notification from 49 WG/CP. Individuals will report with proper PPE (duty uniform is not mandatory). Note: Personnel performing standby duties will not consume alcohol.

8.2.2.2. For Inbound shipments, if standby personnel cannot contact the unit to pick-up their cargo, they are to contact the 49 WG/CP at 572-4900.

RYAN P. KEENEY, Colonel, USAF
Commander, 49th Wing

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

AFI 24-602V2, *Preparation and Movement of Air Force Cargo*, June 12, 2019
AFI 33-322, *Records Management and Information Governance Program*, March 23, 2020
DAFI 33-360, *Publications and Forms Management*, 1 December 2015
DOD 4500.9-R-Part II, *Defense Transportation Regulation, Cargo Movement*, October 2018
Title 49, CFR, *Transportation*, August 18, 2014
T.O. 00-85-20, *Engine Shipment Instructions*

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*
DD Form 1348-1A, *Issue Release/Receipt Document*
DD Form 1149, *Requisition and Invoice/Shipping Document*
DD Form 626, *Motor Vehicle Inspection (Transporting Hazardous Materials)*
AF Form 4388, *Inbound Transportation Protective Service Material Checklist*
DD Form 1907, *Signature and Tally Record*
AF Form 4387, *Outbound Transportation Protective Service Material Checklist*
AFTO Form 20, *Caution Tag*
AF Form 451, *Request for Packaging Service*,
AF Form 406, *Miscellaneous Obligation Reimbursement Document (MORD)*
AF Form 616, *Fund Cite Authorization*
DD Form 448, *Military Interdepartmental Purchase Requests (MIPR)*

Abbreviations and Acronyms

AA&E—Arms, Ammunition, and Explosives
AFI—Air Force Instruction
AFRIMS—Air Force Records Information Management System
AFMAN—Air Force Manual
BCM—Base Container Manager
CAA—Competent Approval Authority
CCI—Controlled Cryptographic Items
CFETP—Career Field Education and Training Plan

CFR—Code of Federal Regulation
CMOS—Cargo Movement Operations System
COE—Certification of Equivalency
DLA—Defense Logistics Agency
DLADS—Defense Logistics Agency Disposition Services
DOD—Department of Defense
DOT—Department of Transportation
DOT-SP—Department of Transportation-Special Permits
HAFB—Holloman Air Force Base
HAFB-I—Holloman Air Force Base Instruction
IAW—In Accordance With
ITO—Installation Transportation Officer
JPAS—Joint Personnel Adjudication System
LRS—Logistics Readiness Squadron
LRS/CC—Logistics Readiness Squadron Commander
LTS—Logistics Tool Suite
MASO—Munitions Accountable Systems Officer
MIPR—Military Interdepartmental Purchase Request
MHE—Material Handling Equipment
MICAP—Mission Capable
MSA—Munitions Storage Area
MORD—Miscellaneous Obligation Reimbursement Document
NEW—Net Explosive Weight
NMCS—Not Mission Capable Supply
NWRM—Nuclear Weapons Related Material
OPR—Office of Primary Responsibility
PPE—Personal Protective Equipment
PMEL—Precision Measurement Equipment Laboratory
RCP—Reusable Container Program
SPI—Special Packaging Instruction
TFG—Transportation Facility Guide
TMO—Traffic Management Office

TMDE—Test, Measurement, and Diagnostic Equipment

TP-1—Transportation Priority 1

UCM—Unit Container Monitor

49 LRS/LGRDDC—Cargo Movement Element

49 LRS/LGRMMF—Flight Service Center

49 SFS—Security Forces Squadron

49 WG/CP—Command Post

Terms

Certification of Equivalency (COE)—COE is an approval that proposed packaging for shipment of hazardous material either equals or exceeds the requirements of 49 CFR (Code of Federal Regulation).

Classified Receipt Listing—A listing maintained by the 49 LRS' Materiel Management Flight listing installation personnel authorized to receive or otherwise handle classified material and supplies.

CONFIDENTIAL—Information or material of which the unauthorized disclosure could reasonably be expected to cause damage to national security.

Controlled Cryptographic Item (CCI)—Secure telecommunications or information-handling equipment, associated cryptographic component or other hardware item which performs a critical communication security function.

Department of Transportation-Special Permits (DOT-SP)—DOT-SP waives Title 49, CFR requirements based on equivalent levels of safety. DOT-SP for packaging is valid for domestic transportation of hazardous materials. International shipments of hazardous material are covered by Competent Authority Approvals.

Explosive—Defined as all ammunition, munitions fillers, demolition material, solid rocket motors, liquid propellants, cartridges, pyrotechnics, mines, bombs, grenades, warheads of all types, explosives elements of ejection and aircrew egress systems, air-launched missiles and those explosive components of missile systems and space systems, and assembled kits and devices containing explosive material. Explosives, explosives weight, net weight, and other like terms also refer to the fillers of an explosive item. Fillers may be explosive mixtures, propellants, pyrotechnics, and other toxic substances. This term does not include liquid fuels and oxidizers that are not used with missiles, rockets, and other such weapons or explosive items.

Explosive United Nations (UN) Classification System—The UN classes of division numbers have the following meaning:

Class 1	Meaning
Division 1.1	Explosive with a mass detonation hazard
Division 1.2	Explosive with a fragmentation hazard
Division 1.3	Explosive with a predominate fire hazard
Division 1.4	Explosive with no significant blast hazard

Hazardous Materiel—A substance or materiel that the Secretary of Transportation has determined to be capable of posing an unreasonable risk to health, safety, and property when transported in commerce.

Nuclear Ordnance Controlled Materiel—Base and Military Spares used on or with any nuclear weapon, which must be specifically controlled because of design, security, or quality control requirements.

Risk Protection Category—Risk Category Code
 Risk ProtectionCode IVery High RiskCode
 IIHigh RiskCode IIIMed RiskCode IVLow Risk

SECRET—Information or material of which unauthorized disclosure reasonably is expected to cause serious damage to national security

Secure Holding Area—DOD facility that meets the AA&E shipping and receiving criteria are required to assist commercial carriers transporting AA&E, classified materials and Controlled Cryptographic Items by providing secure holding areas in the interest of public safety and national security. Carriers may seek secure holding during emergencies or other circumstances beyond the carrier's control, for delivery or awaiting shipment loading, or while in transit.

Secure Explosives Holding Area for Motor Vehicles Transporting Ammunition, Explosives and Secret Material—An area designated for the temporary parking of commercial carrier's motor vehicles transporting DOD-owned AA&E and SECRET material.

Secure Non-Explosives Holding Area—An area designated for the temporary parking of carriers' motor vehicles transporting Categorized DOD arms, Classified, CONFIDENTIAL, and CCI materials.

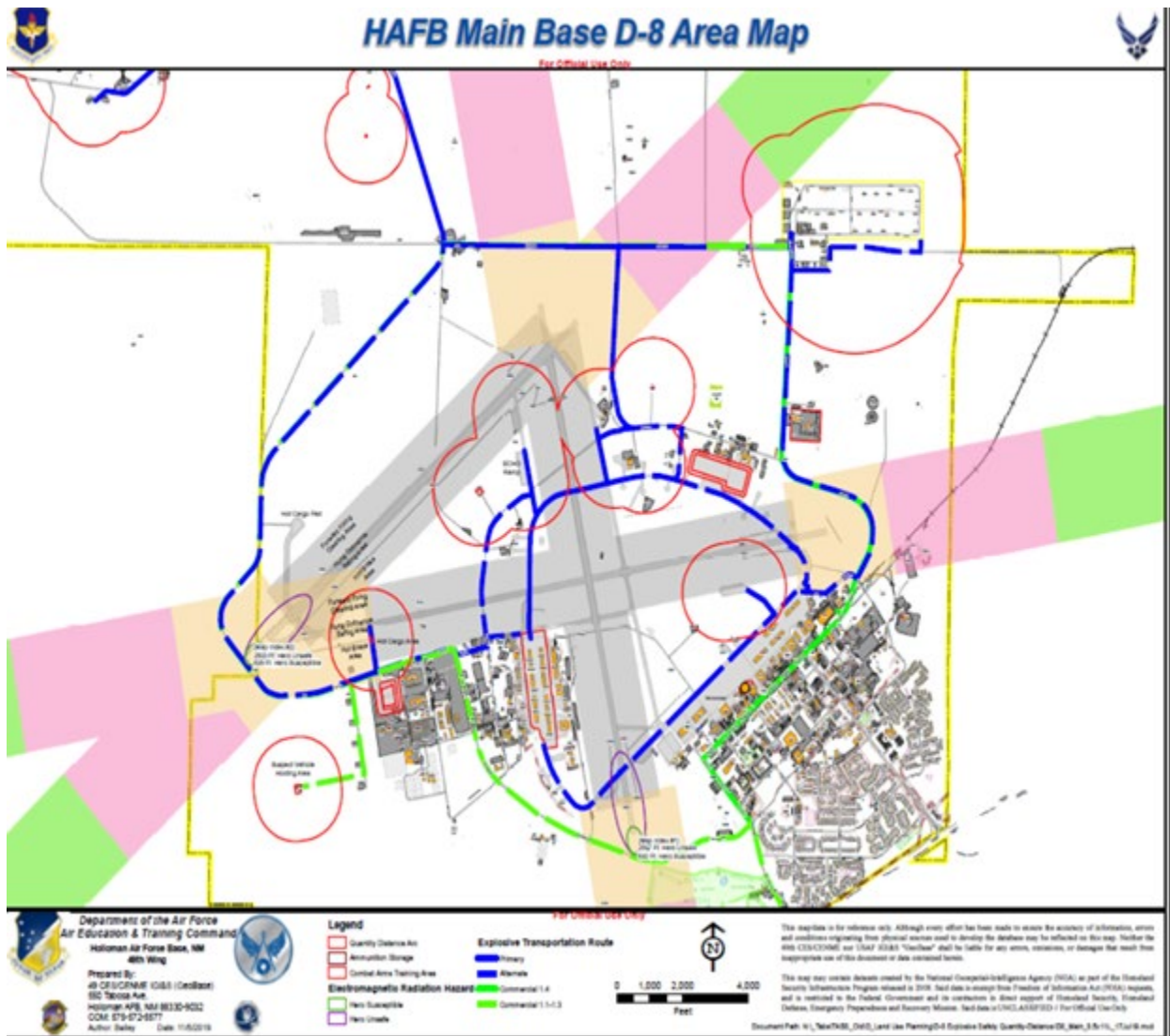
Sensitive Cargo—Arms, ammunition, and explosives that are definite threats to public safety and can be used by militant, revolutionary, criminal or other elements for civil disturbances, domestic unrest or criminal actions.

Suspect Vehicle—Explosives-loaded vehicles or railcars found or suspected to be in a hazardous condition will be moved to a suspect vehicle holding area, unless it is more hazardous to move the vehicle or railcar.

TOP SECRET—Information or material of which unauthorized disclosure reasonably could be expected to cause exceptionally grave damage to national security.

Attachment 2
AA&E MOVEMENT ROUTE

Figure A2.1. AA&E Movement Route.



Attachment 3
FIRE SYMBOLS

Figure A3.1. Fire Symbols.



Fire Division 1 or 5



Fire Division 2 or 6



Fire Division 3



Fire Division 4