

**BY ORDER OF THE COMMANDER
MARCH AIR RESERVE BASE**



**MARCH AIR RESERVE BASE
INSTRUCTION
91-201**

22 AUGUST 2025

Safety

WEAPONS SAFETY PROGRAM

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

ACCESSIBILITY: Publications and forms are available on the e-publishing website at www.e-Publishing.af.mil for downloading or ordering.

RELEASABILITY: There are no releasability restrictions on this publication.

OPR: 452 AMW/SEW

Certified by: 452 AMW/SE
(Lt Col Stephen R. Walmsley)

Supersedes: MARCHARBI91-201,
10 September 2019

Pages: 72

This March Air Reserve Base Instruction (MARBI) implements Air Force Policy Directive AFPD 91-2, *Safety Programs*. This MARBI extends the weapons safety guidance of Department of the Air Force Manual (DAFMAN) 91-201, *Explosives Safety Standards*; DAFI 91-202, *The United States Air Force Mishap Prevention Program*; and Department of Defense (DOD) 6055.9, *Department of Defense Ammunitions and Explosives Safety Standards*.

This Instruction applies to March Air Reserve Base units, tenants and the Air National Guard (ANG) units who prepare, manage, review, certify, approve, disseminate and/or use official Air Force Instructions. HHQ program differences in administrative guidance are authorized and will be discussed locally to ensure compliance. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) listed above, using the AF Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate functional chain of command. 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 DAFI 33-360, *Publications and Forms Management*, Table 1.1, 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 Publication OPR for non-tiered compliance items. Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) Air Force Instruction (AFI) 33-322, *Records Management and Information Governance*, and disposed of IAW Air Force Records Disposition Schedule (RDS) located in the Air Force Records Information Management System

(AFRIMS). 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 Air Force.

SUMMARY OF CHANGES

Deleted SharePoint page link in paragraph [3.10.1](#), [12.9](#), and [A2.1.1.3](#). Updated URL Links in paragraph [3.12](#) and [10.1](#). Updated DAFI/AFI reference in paragraph [16](#). Updated information due to AF changes in guidance and acronyms.

1. Management Program: Units develop and implement an explosives safety program by accomplishing the following:

- 1.1. Ensuring enforcement and compliance with safety instructions, standards, and applicable safety engineering principles.
- 1.2. Performing recurring inspections of explosives operations and facilities, investigation, reporting and analysis of all mishaps.
- 1.3. Performing the principles of risk management, hazard identification, risk assessment and making control decisions to minimize risk.
- 1.4. Using trained and qualified explosives loaded vehicle operators and proficient explosives personnel on the correct equipment.
- 1.5. Providing adequate training for appropriate personnel initially and on a recurring basis.
- 1.6. Performing viable corrective actions on higher headquarters assessments and inspection reports.

2. Explanation of Terms: Terms generally used concerning explosives are outlined in DESR6055.09_DAFMAN 91-201

- 2.1. Weapons Safety Manager: An individual, at wing level, qualified through specialized training and experience on explosives, missiles, and nuclear weapons.
- 2.2. Explosives Safety Inspections and Assessments. Visits made to assigned, attached and tenant units by the Weapons Safety Manager to ensure compliance with applicable directives and rules.
- 2.3. Discrepancy: Noncompliance with a standard.
- 2.4. Explosives: All ammunition, munitions filler, demolition material, solid rocket motors, liquid propellants, cartridges, pyrotechnics, land mines, grenades and other devices containing explosive material. Explosives, Net Explosive Weight, New Explosive Weight Quantity Distance (QD) and other like terms refer to the fillers of an explosive item.

3. General Responsibilities:

3.1. All wing and associate units with missions or functions involving handling, inspection, storage, use and transportation of explosives are responsible for the execution of an explosives mishap prevention program in accordance with DAFI 91-202.

3.1.1. All explosives storage and operating locations must be sited and approved by the DDESB before conducting any explosives storage or explosives operations. Approved explosives site plans or a designated licensed facility must be reviewed by the installation Weapons Safety Manager to ensure local procedures/guidance are in-place prior to conducting explosives operations IAW DAFMAN 91-201. (T-1)

3.2. All personnel involved with explosives operations should manage risk, enforce mishap prevention, identify, and abate hazards.

3.3. All personnel involved with weapons operations will comply with the explosives safety standards, all supplements, technical orders, written procedures and other applicable directives. Good industrial safety practices may dictate use of the buddy system even though only one person may be required to perform the work. Use of the buddy system does not violate the cardinal principle of "minimum personnel" conducting explosives operations, but member must be briefed on the hazards associated with the operation.

3.4. Supervisors will develop written operating instructions (OIs) for all explosives operations not covered by Technical Orders (TOs) or other Air Force (AF) guidance.

3.4.1. All explosives licenses require a written OI to meet requirements in Section V1.E6.12 of DESR6055.09_DAFMAN91-201. This guidance will cover local procedures (i.e., NEW, storage, transportation, emergency procedures, etc.) not included within maintenance manuals or technical orders. Operating Instructions (OIs) will be reviewed at least annually and coordinated through the Wing Safety Office.

3.5. If required, units will prepare AF Form 2047, Explosives Facility License, per DAFMAN 91-201 for locations storing operational stocks of ammunition and explosive items.

3.6. Transport explosives according to explosives safety standards and local guidance.

3.7. All operators of vehicles transporting/handling explosives must be trained on the transportation of explosives outlined in DAFMAN 91-201 and AFI 24-301. Initial and recurring explosives safety training may include detailed transportation instructions for this requirement.

3.8. All personnel who drive explosives laden vehicles must have a Certificate of Competency (AF Form 483) stamped "Explosives Trained" to verify explosives transportation training. Vehicle Noncommissioned Officers (VNCOs) or Unit Explosives Safety Representatives are responsible to verify training and document the AF Form 483.

3.9. Supervisors are responsible for thoroughly instructing personnel in the safety practices applicable to explosives operations being performed and enforce all safety requirements.

3.10. All personnel (supervisory and non-supervisory) who operate, handle, transport, maintain, load, or dispose of explosives must receive initial explosives safety training before performing any tasks. Personnel who store and/or handle small arms ammunition, including cartridge-actuated tools in hazard class/division 1.4, do not require this training. Conduct recurring training every 15 months thereafter, no later than the middle of the 15th month from initial training.

3.10.1. Supervisors must ensure explosives safety training is initially highlighted within each member's Job Safety Training Outline (JSTO). Explosives safety training must be developed, presented, and documented within each member's training records initially and every 15 months thereafter. Tailor explosives safety training to the specific duties assigned and the explosives being handled to support the mission. Units will develop standardized local lesson plans. These lesson plans will be reviewed annually and coordinated through the base safety office.

3.11. Personnel who perform maintenance or work on explosives loaded aircraft will be trained on the requirements of the Technical Order (TO) 11A-1-33, *Maintenance on Explosives Loaded Aircraft*. Initial and recurring explosives safety training that includes explosives loaded aircraft training satisfies this requirement.

3.12. Personnel will remove any Bluetooth or Wi-Fi capable devices, Land Mobile Radio (LMR) equipment, along with portable radios, pagers, cellular phones, or other devices that emit an electromagnetic radiation hazard, before entering the 10-foot radius of an explosives loaded aircraft or Electro-Explosive Device. Computers designed and issued for the purpose of aiding maintenance personnel may be used but must be verified to ensure the proper safe separation distance is maintained. Users/maintainers will not transmit/receive information within 10 feet of Fuel Servicing Safety Zones. Key fobs and internet capable watches must also maintain 2.5 feet of separation. Electronic wireless devices (non-Wifi/ non-Bluetooth capable) may be used in close proximity but must not come in direct contact with ordnance regardless of explosives classification. Consult the Air Force Safety Center link to verify a current listing of [Modern Mobile Emitters](#). Also review the Code of Federal Regulations, Title 47, Radio Frequency Devices, Class A and B limits, or contact 452 AMW/SEW and 452 CS/SCOT for more information. (T-1)

3.13. Training and Exercise Plans Involving Explosives (Smokes and Ground Burst Simulators):

3.13.1. The Exercise/Training Team Chief prepares a risk assessment and comprehensive list of explosives detailing the National Stock Numbers, Hazard Class/Division (HC/D) and Net Explosives Weights authorized for use and a detailed list of locations where munitions will be deployed. Any explosives safety risk assessment must be signed/completed at the appropriate command-level one week prior to the scheduled exercise. Weapons safety personnel will be included in the planning process and sign as the "Reviewing Official" in the exercise plan and risk assessment documents. For base-level exercises, the 452 AMW/CC must give written approval of the plan. (T-2)

3.13.2. Commanders will ensure personnel not normally associated with explosives operations and exercises are not exposed to explosives hazards.

3.13.3. Explosives will not be taken into public assembly places, except when required by essential mission needs or immediate security requirements. (T-2)

3.13.4. When planning, conducting, or participating in training exercises and related activities, the Exercise/Training Team Chief and designated disinterested person will enforce guidelines for accountability of blank ammunition. This guidance is outlined in [Attachment 2](#) of this instruction. Use of Ground Burst Simulators will include one day prior coordination from the Exercise Supervisor to key agencies listed in [Attachment 2](#).

4. Unit Commanders:

4.1. All wing and associate/tenant unit commanders who are required to utilize any type of explosives will support the installation explosives safety program in accordance with DAFI 91-202 and will appoint an Additional Duty Weapons Safety Representatives (ADWSR). The appointment letters will be forwarded to the Wing Safety Office so training can be scheduled. (T-2)

4.2. Duties of the ADWSR are provided through training from the 452 AMW/SE Weapons Safety Manager (WSM).

5. The 452d Civil Engineer Squadron will:

5.1. Assist in the preparation of explosives site plans in accordance with DESR6055.09_DAFMAN91-201.

5.2. Coordinate with the Wing Safety Office to ensure explosives facilities' quantity distance clear zones are shown in the Installation Development Plan and the information is current. (T-2)

5.3. Comply with DESR6055.09_DAFMAN91-201 and AFMAN 32-1065 on inspection/testing of lightning protection systems, grounding systems and explosives facility vegetation control. (T-1)

5.4. Ensure Host WSM is included in preconstruction meetings. The 452 CES must consider explosives clear zones throughout the planning and construction phase to avoid potential conflicts with DDESB approved site plans.

6. The Fire Department will:

6.1. Maintain current pre-fire plans and a base map showing all explosives locations in accordance with USAFAI 32-2001, *Fire Prevention Practices and Fire Protection Engineering Standards*. (T-1)

6.2. Review and coordinate all new Explosives Facility Licenses (AF Form 2047).

6.3. Hold fire drills within explosives storage areas at intervals not to exceed six months. Facility managers will coordinate scheduling of these fire drills. (T-1)

7. The 452d Maintenance Squadron and Tenant Units will:

7.1. Ensure munitions personnel inspect and certify all munitions scrap/residue is scheduled for proper turn-in/disposal and is free of explosive materials. (T-2)

7.2. Ensure all inspection operations pertaining to munitions items will be conducted in DDESB approved Maintenance & Inspection facilities or licensed locations designated for certifying munitions residue meeting criteria in DESR6055.09_DAFMAN91-201.

7.3. Ensure the Munitions Account Systems Officer (MASO) coordinates on all new Explosives Facility Licenses to verify locations are authorized to store operational stocks of explosives. (T-2)

8. The Base Traffic Management/Cargo Movement sections will:

8.1. Ensure all explosives cargo received at March ARB and/or shipped will be handled in accordance with the **452d/163d** Logistics Readiness Squadron (LRS) Standard Operating Procedures (SOP) and applicable transportation and safety directives. (T-1)

8.2. Inspect all incoming motor vehicles carrying hazard class division 1 explosives compatibility group items. Note: Any HC/D 1.4S UN0012 ammunition transported as “Other Regulated Material” (ORM-D) and in accordance with 49 CFR 173.63 is authorized to enter/exit the main base entrance. When properly designated as ORM-D, shipping papers, labeling, and placarding requirements are waived. The Emergency Response Guide (172.600), Security Plan (172.800), Attendance (397.5), DD Form 626 Inspection (390.5) and Routing (397.67) are also not required. (T-2)

8.3. Ensure that, before releasing explosives shipments for outbound transport, the commercial carrier drivers are in possession of a Commercial Driver’s License (CDL) from any state and a current Medical Examiner’s Certificate. (T-1)

8.4. Ensure a designated representative will be available for afterhours processing (Contact either Command Post or Security Forces for after duty service). (T-1)

9. Air Terminal Operations Center (ATOC) will:

9.1. Ensure all incoming and outgoing air shipments of explosives are coordinated with the Base Traffic Management, Security Forces and Airfield Management functions prior to transport, to ensure compliance with all regulatory requirements. (T-2)

9.2. Ensure aerial port personnel are trained and comply with all requirements necessary for handling/movement of explosives cargo prior to conducting explosives operations, including the requirements to establish a Flight Line Munitions Holding Area (FLMHA) per DESR6055.09_DAFMAN91-201. (T-2)

10. Explosives Safety Program Management:

10.1. The wing safety program is administered at the group/squadron level through unit explosives safety representatives appointed by each unit commander. The specific program responsibilities are outlined in the 452 AMW Additional Duty Weapons Safety Representative (ADWSR) training. This training provides guidance for managing the unit’s weapons/explosives safety program. The training and other base safety program support materials can be found at the following link:

<https://usaf.dps.mil/sites/452AW/WingStaff/SE/SitePages/Home.aspx>

10.2. Units will forward requests for exemptions, waivers, and deviations from explosives safety standards to the wing weapons safety office. (T-1)

10.3. Units will ensure the unit adheres to applicable compensatory measures required to minimize mishap potential. (T-1)

10.4. Units will perform spot inspections of applicable areas as listed in DAFI 91-202. (T-3)

10.5. Units will ensure initial and recurring explosives safety training are accomplished and documented for all personnel handling explosives. (T-2)

10.6. Units will review standardized local weapons safety training. Reviews will be accomplished annually and coordinated through the base safety office, Weapons Safety Manager. (T-2)

10.7. Units will promote explosives safety awareness through education and publicity.

11. Key Elements of Weapons/Explosives Safety Program Management:

- 11.1. Program Management Notebook
- 11.2. Inspection Program
- 11.3. Spot Inspections
- 11.4. Annual Inspection
- 11.5. Hazardous Reporting Program
- 11.6. Training and Education
- 11.7. Explosives Safety Regulations
- 11.8. Mishap Investigation and Reporting
- 11.9. Awareness/Publicity Program
- 11.10. Safety Awards Program

12. Program Management Notebook:

12.1. The Explosives Safety Program Management Notebook provides an effective way of organizing the administrative elements of the explosives safety program. It is preferred that the Program Management Book is automated and located in the 452 AMW SharePoint page, but exceptions are possible if SharePoint page access cannot be established. If authorized by 452 AMW/SEW, physical Program Management Notebooks must be neat and purged of outdated material. Whether automated in SharePoint or a physical notebook, the Explosives Safety Program Management Book will be organized accordingly:

12.1.1. The 163 ATKW Explosive Safety Program will be managed at the wing and unit level by the 163 ATKW Safety Office, except as required by DoD and AF guidance. The 163 ATKW SharePoint page link is listed in the following link:

<https://usaf.dps.mil/teams/ANGSafety/SitePages/Wings/163%20ATKW.aspx>

12.2. Tab "A," Appointment Letters: File the Weapons/Explosives Safety Representative appointment letter here. For new appointments, the letter will be addressed to 452 AMW Safety (Office Symbol: 452 AMW/SEW). The Wing Safety Office will provide training within two (2) Unit Training Assemblies (UTAs) of appointment. At the completion of training, a training letter will be issued. File the appointment and training letter together.

12.3. Tab "B," Explosives Safety Training (electronic media is authorized as substitute): Keep a copy of all current weapons/explosives safety lesson plans, PowerPoint presentations, training guides/handouts and tests applicable to the unit; electronic media must be filed accordingly. All lesson plans must be pre-approved by 452 AMW/SEW and annually thereafter. If the lesson plans and tests are maintained with the unit trainer, use an Optional Form 21 (or equivalent) to cross-reference the material to its normal location.

12.4. Tab "C," Spot Inspection Log: The spot inspection log is used to document any area of your program that you inspected, assessed, or observed. The spot inspection log is a reference that shows the extent of your involvement while providing a documentary reference. Spot inspections are documented via Air Force Safety Automated System or locally generated forms.

12.4.1. HQ AFRC has provided a sample form that contains all the required spot inspection elements. The HQ AFRC Spot Inspection Log is available at the 452 AMW Safety SharePoint page. A computerized document or general-purpose form may be used, but please ensure all spot inspection elements are included per DAFI 91-202. Maintain the spot inspection or a computerized system (referenced at Tab C). Discrepancies that could not be corrected on the spot will be reevaluated within 30 days. Document all follow-up inspections until the discrepancy is corrected. See "Spot Inspection Program" at [paragraph 13](#) for more information.

12.4.2. Any applicable weapons/explosives safety checklists used to perform inspections will be kept in this section (i.e., Air Force Reserve Command, Air National Guard or any other checklists locally developed).

12.5. Tab "D," Annual Inspection/Assessment Reports: The Wing Safety Office conducts the annual safety program evaluation/inspection. Keep the last three inspection reports in this section. Read through these reports to find those areas that require safety emphasis. It is the safety representatives' responsibility to ensure any corrective actions taken fix the discrepancy noted during the inspection. It is also the safety representatives' responsibility to monitor all open discrepancies until closed or corrected. Record all follow up and closure dates within the inspection report.

12.6. Tab "E," MARB and Unit Weapons/Explosives Safety Instructions: Cross-reference instructions not filed in the management notebook to their normal locations using the DD Form 2861 (or equivalent).

- 12.6.1. DAFI 91-202, *The Department of the Air Force Mishap Prevention Program*
- 12.6.2. DAFI 91-204, *Safety Investigating and Reports*
- 12.6.3. DESR6055.09_DAFMAN 91-201, *Explosives Safety Standards*
- 12.6.4. MARB Instruction 91-201, *452 AMW Weapons Safety Program*

12.7. Tab "F," Explosives Site Plans or Facility License: Department of Defense Explosives Safety Board approved facility site plans are required for all locations storing explosives. (T-2)

12.7.1. Approved unit Explosives Facility Licenses (AF Form 2047) are issued to store small quantities of mission essential Hazard Class/Division 1.2, 1.3 and/or 1.4 explosives. The 452 AMW safety office' approves, issues, and revokes explosives licenses in accordance with DESR6055.09_DAFMAN 91-201, *Explosives Safety Standards*, and DAFI 91-208, *Hazards of Electromagnetic Radiation to Ordnance (HERO) Certification and Management*. Once issued to the unit, the explosives license is annually reviewed by the 452 AMW safety office for relevance and compliance with explosives safety standards.

12.7.2. Maintain copies of all explosives site plans and facility licenses, as applicable, or instructions on where this information is kept (i.e., an automated or physical file plan location) within this section of the management book.

12.8. Tab "G," Awareness/Publicity for Mishap Prevention: The Wing Safety Office will distribute copies of safety mishap messages to units with a similar mission or equipment. File a copy of all cross-feed messages and use them as part of the unit's safety education and publicity program. Brief applicable cross-feed information during weapons/explosives safety briefings or training.

12.9. Tab "H," Miscellaneous: The 452 AMW Additional Weapons Safety Representative's Weapons Safety Training Guide, or any other explosives safety guides, bulletins, newsletters, or materials, can be kept in this section.

13. Spot Inspection Program: The safety spot inspection program provides a means for the Additional Duty Weapons Safety Representative to periodically assess the health of the unit's safety program. Spot inspections are informal and often unscheduled. Document spot inspections using the HQ AFRC provided spot inspection log or on a locally generated general-purpose log. Maintain the spot inspection log in the Weapons/Explosives Safety program management book or a computerized system (referenced at Tab C).

13.1. Inspection Frequencies: The commander establishes the frequency and number of spot inspections via memorandum to assigned Unit Safety Representatives (USRs). USRs will document and file spot inspections within the program management book. USRs must ensure unit activities that operate around the clock are adequately surveyed at times other than normal duty hours and that safety program management items are evaluated.

13.2. Inspection Areas:

13.2.1. Explosives Safety Training: Evaluate the quality of instruction and testing. Inspect training documentation to ensure annual training requirements are met.

13.2.2. Personnel Performing Tasks: Observe personnel in the process of handling, transporting, maintaining, operating, or storing explosives. This should comprise the bulk of the spot inspection program.

13.2.3. Work Centers: Check bulletin boards, safety briefings and general safety knowledge.

13.2.4. Equipment, Explosives Storage and Operating Locations: Examine the equipment used for handling explosive items and the condition of the items while in storage. Check licensed explosives facilities for adherence to licensed limitations.

13.2.5. Plans, Base Regulations and Operating Instructions: The unit explosives safety representative must coordinate on all squadron AFTO 22, OIs and Instructions pertaining to explosives.

13.2.6. See DAFI 91-202 and DESR6055.09_DAFMAN 91-201 for additional inspection areas.

14. Training and Education: One of the most important elements of the explosives safety program is the training and education of each individual. This includes all personnel involved with the program, from the commander to each individual worker. If one worker in the chain is not aware of their individual responsibilities, then the training process has failed.

14.1. The Unit Additional Duty Weapons Safety Representative is responsible for ensuring explosives safety training is accomplished. The commander will designate a qualified safety representative or assign a unit trainer to conduct explosives safety training classes. (T-2)

14.2. Explosives Safety Lesson Plans: Each unit is required to produce an explosives safety lesson plan tailored to a unit's weapons/explosives needs and conduct explosives safety training. Applicable regulations and technical directives should be consulted to ensure all required ordnance safety elements are included. Obtain wing safety approval of the lesson plan and any changes prior to implementation. (T-2)

14.3. Explosives Safety Tests: Explosives safety tests are not required, but, if developed, they must be tailored to the unit lesson plan. Develop at least two distinctively different tests. A minimum of half the questions (50%) on each test must be completely different from the other test.

14.4. Training Documentation: Training documentation is required by Federal OSHA, DoD and AF Instructions and proves unit members were trained prior to handling any weapons/explosives items. Having the training documentation current and readily available also supports numerous audits that are conducted throughout the year. The preferred method for documenting safety, fire and health training is through automation, such as within Air Reserve Component Network (ARCNet), Air Force Operations Resource Management System (AFORMS), Training Business Area (TBA) or any other similar automated data system. Units without automated data systems may document safety training using the AF Form 55 or in-house training documents meeting the minimum requirements outlined in DAFI 91-202. (T-1)

15. Publicity: The publicity program is part of the safety education process. Bulletin boards, briefing, and publicity packages are some ways with which you can disseminate safety information.

16. Mishap Investigations and Reporting: The Air Force investigates mishaps to determine cause and uses this information to prevent future mishaps. The Wing Safety Office has primary investigation authority for all mishaps resulting in personnel injury or equipment damage. In some cases, the unit may be tasked to provide technical experts to assist with the investigation. For a major mishap resulting in severe injury, loss of life or extensive equipment damage, the wing commander may request a formal safety investigation board consisting of off-base personnel. Witness statements and photographic documentation of the mishap scene may be necessary and should not be impeded. Ensure mishap evidence is preserved and not tampered with until released by the safety office. Per AFI 51-307, paragraph 1.15.1, *“Except for unusual cases, such as suspected causal criminal activity, safety investigations will take priority, both in sequence and access to evidence, over any other corresponding legal investigations.”* (T-1)

16.1. Formal reporting of safety mishaps is detailed in DAFI 91-204. The Wing Safety Office determines which mishaps fall under the reporting criteria of this directive. The responsibility of the Additional Duty Weapons Safety Representative is to be familiar with what constitutes a safety mishap and ensure the Wing Safety Office is promptly notified. If there are any doubts about mishap reportability, contact the Wing Safety Office. (T-2)

16.2. Some safety reports contain limited-use and privileged safety information that must be protected against unauthorized disclosure. Normally, safety reports forwarded to your unit by the Wing Safety Office will be "sanitized" to remove this information. If you are permitted to see a limited-use or privileged safety report, do not discuss the information with anyone outside of the safety community. The unauthorized disclosure of such information is punishable under Article 92, Uniform Code of Military Justice, in accordance with DAFI 91- 204, *Safety Investigations and Reports*. (T-2)

17. Explosives Safety Awards Program: Wing Safety quarterly and annual explosives safety awards are available for those who work in the weapons or explosives arena. They may be awarded to anyone in the unit who performs a significant event enhancing weapons/explosives safety. Commanders and unit supervisors are encouraged to submit nominations for consideration. The 452/163 Wing Safety Offices are available to help with the submission of awards.

18. Transportation and Handling of Explosives: Additional Duty Weapons Safety Representatives will ensure surface transportation and air shipment of munitions are accomplished with adequate protection and in accordance with DESR6055.09_DAFMAN 91-201 and/or AFMAN 24-604.

18.1. 163d Live Munitions Loading Operations: 163d live munitions loading will take place on the Primary or Alternate Hazardous Cargo pad depending on availability. These operations are coordinated with 452nd Air Field Ops to ensure no overlap or delays in movement as when 1.1 is present in these areas Runway 30 becomes Mil Aircraft only.

19. Munitions Movement Procedures: Munitions movements are the responsibility of the owner/user. However, all movements of munitions off-installation must be coordinated with the Base Traffic Management function prior to transport to ensure compliance with all regulatory requirements. (T-2)

19.1. All Traffic Management Office (TMO) or aerial port coordinated incoming or outgoing surface or air shipments of explosives will be coordinated with the following agencies:

- 19.1.1. 452 AMW Command Post----- Extension 4665
- 19.1.2. 163 ATKW Command Post-----Extension 7802 (As Required)
- 19.1.3. 452 MSG Fire Department-----Extension 2075
- 19.1.4. 452 SFS Security Forces Desk ----- Extension 2981
- 19.1.5. 452 OSS Airfield Management Operations ----- Extension 4404
- 19.1.6. 452 AMW/SEW----- Extension 3293
- 19.1.7. 452 LRS/TMO----- Extension 5211 or 2198

19.2. The following information will be available at the time of notification:

- 19.2.1. Type of munitions being transported.
- 19.2.2. Hazard Class/Division Risk Category.
- 19.2.3. Quantity.
- 19.2.4. Designated route of transport.
- 19.2.5. Estimated date/time of departure and arrival at destination.
- 19.2.6. Name of supervisor and escorts for the movement.
- 19.2.7. Vehicle description.

20. Safety Requirements for Movements of Munitions/Explosives: The vehicle operators will be selected and trained in accordance with DESR6055.09_DAFMAN 91-201 and AFI 24-301, Ground Transportation. Vehicles will be inspected by TMO personnel using DD Form 626, Motor Vehicle Inspection (Transportation of Hazardous Materials) and/or DD Form 2890, DoD Multimodal Dangerous Goods Declaration IAW DOT and DOD guidance along with DESR6055.09_DAFMAN 91-201. (T-2)

20.1. Compatibility criteria for the movement of munitions in government vehicles operated by DOD personnel will comply with DESR6055.09_DAFMAN 91-201.

20.2. No smoking inside or within 50 feet of vehicles carrying munitions/explosives.

20.3. Munitions will be transported in Government Owned Vehicles (GOV). Government contracted commercial vehicles are the only exception.

20.4. The vehicles used for transportation of explosives will be equipped with a minimum of two fire extinguishers, each rated at least 2A: 10BC; one located outside of the cab on the driver's side and the other located inside the passenger compartment.

20.5. Vehicles carrying munitions/explosives will use Department of Transportation placards.

20.6. Passengers will never ride with the munitions items. Munitions cannot be carried inside the cab of a truck or passenger area of any vehicle (Security Forces with daily issue are exempt). In addition, EOD units are authorized to transport minimum essential quantities of all HDs inside the vehicle, but must be properly secured and separated for compatibility, as required.

20.7. Only personnel essential to the explosives operation being conducted will ride in GOVs transporting munitions/explosives.

20.8. Munitions/explosives will not be transported with other cargo. The munitions/explosives will be properly packaged, clearly identified, and secured from movement in each vehicle.

20.9. A container will not be opened or repaired in a motor vehicle or aircraft unless it is essential to repair a damaged container. If container is found to be damaged or defective, remove it from the transporting vehicle at the earliest point possible.

20.10. Only routine maintenance will be accomplished on explosives-laden vehicles. Such maintenance includes servicing with fuel, oil, air, lubrication, water, changing tires and fuses, etc. No maintenance will be done on an explosives-laden vehicle or trailer that would increase the probability of fire or that would require the use of heat-producing equipment.

21. Explosives Safety Transportation Routes: The Primary and Alternate routes cover all phases of movement on base from point of entry to cargo shipment, in-transit holding areas and the Munitions Storage Area. NOTE: All munitions/explosives-laden vehicles entering March ARB must go to the inspection sites before proceeding to any on base area. The vehicle inspection sites are at Gate 51 and the commercial vehicle entry lane adjacent to the Riverside Drive gate. All explosives vehicles should park at these areas until inspected and accepted by the Base Transportation Office (Office Symbol: 452/163 LRS/LGRT) or the 452d Aerial Port Services Flight (Office Symbol: 452 APSF/TROO), as designated in writing by the 452/163 LRS/CC. These vehicles should be met and escorted on the installation by the base agency with transportation acceptance responsibility.

21.1. The 452d Security Forces Squadron is responsible for opening the gate and performing entry notifications. Upon notification, TMO will perform a vehicle inspection. To minimize exposure of the base populace and since Commercial DoD Shippers typically have multiple explosives/ munitions shipment deliveries, shippers will be escorted (and pre-coordinated with Airfield Management) to the Primary Hot Cargo Pad or Alternate Hot Cargo Pad using the following routes on March ARB:

21.2. Primary Route: Enter March ARB through Gate 51. Directions: I-215 to Cactus Avenue Exit. Proceed eastbound on Cactus Avenue and turn right southbound on Heacock Street (Heacock Street runs adjacent to the base southern boundary). Continue southbound on Heacock Street to Gate 51 which will be on the right-hand side of the street. Enter March ARB via Gate 51 and stop for TMO inspection. Once cleared by TMO Inspection, turn left immediately, proceed southbound and make a right turn on the first road on the right to proceed westbound on the road north of the Fire Training Area to the Fire Department flightline Entry Control Point. Stop at the Entry Control Point and perform a FOD check on all vehicles prior to entry to the flightline.

21.2.1. If the Primary Hot Cargo Pad is the final destination, enter the flightline through the Entry Control Point, proceed northbound on Taxiway A, turn left on Taxiway C, and stop at the hold short line for Runway 30. Contact Tower for permission to cross Runway 30 and continue to hold short until granted approval to cross Runway 30 to the Primary Hot Cargo Pad.

21.2.2. If the Alternate Hot Cargo Pad/Suspect Vehicle Holding Area is the final destination, enter the flightline through the Entry Control Point, proceed northbound on Taxiway A, turn left on Taxiway D, and stop at the hold short line for Runway 30. Contact Tower for permission to cross Runway 30 and continue to hold short until granted approval to cross Runway 30 to the Alternate Hot Cargo Pad/Suspect Vehicle Holding Area.

21.2.3. If the Munitions Storage Area is the final destination for assigned military units (pre-coordinated with 452 AMW/SEW), enter the flightline through the Entry Control Point and make an immediate left heading westbound on Taxiway A. Stop at the hold short line for Runway 30. Contact Tower for permission to cross Runway 30 at Taxiway A and continue to hold short until granted approval to cross Runway 30 at Taxiway A. After obtaining approval from Tower to cross Runway 30 at Taxiway A and informing Tower crossing is complete, proceed westbound on Taxiway A and turn right on the Munitions Storage Area access road to continue to the Munitions Storage Area.

21.2.4. If proceeding to other areas on the flightline, follow the routes described in [21.2.1](#) through [21.2.3](#) until required to use a direct route via Taxiways or marked vehicle roads.

21.3. Alternate Route: I-215 to Cactus Avenue Exit. Proceed eastbound on Cactus Avenue and turn right Southbound on Riverside Drive. Proceed southbound to the Riverside Drive access gate. Enter March ARB via Riverside Gate and stop for TMO inspection. Once cleared by TMO Inspection, continue southbound on Riverside Drive to Graeber Street, turn left onto Graeber Street, and then turn right to Gate F-18. Enter the flightline via Gate F-18 and immediately stop for a FOD check once clear of Gate F-18. Upon completion of a FOD check, continue straight to Taxiway A. Upon reaching Taxiway A, turn left southbound if destination is the Primary Hot Cargo Pad or Munitions Storage Area and turn right northbound if destination is the Alternate Hot Cargo Pad/Suspect Vehicle Holding Area.

21.3.1. If the Primary Hot Cargo Pad is the final destination, proceed southbound on Taxiway A, turn right on Taxiway C, and stop at the hold short line for Runway 30. Contact Tower for permission to cross Runway 30 and continue to hold short until granted approval to cross Runway 30 to the Primary Hot Cargo Pad.

21.3.2. If the Alternate Hot Cargo Pad/Suspect Vehicle Holding Area is the final destination, proceed northbound on Taxiway A, turn left on Taxiway D, and stop at the hold short line for Runway 30. Contact Tower for permission to cross Runway 30 and continue to hold short until granted approval to cross Runway 30 to the Alternate Hot Cargo Pad/Suspect Vehicle Holding Area.

21.3.3. If the Munitions Storage Area is the final destination, proceed southbound on Taxiway A until the end of the main apron and turn right heading westbound on Taxiway A. Stop at the hold short line for Runway 30. Contact Tower for permission to cross Runway 30 at Taxiway A and continue to hold short until granted approval to cross Runway 30 at Taxiway A. After obtaining approval from Tower to cross Runway 30 at Taxiway A and informing Tower crossing is complete, proceed westbound on Taxiway A and turn right on the Munitions Storage Area access road to continue to the Munitions Storage Area.

21.3.4. If proceeding to other areas on the flightline, follow the routes described in [21.3.1](#) through [21.3.3](#) until required to use a direct route via Taxiways or marked vehicle roads.

21.4. If the vehicle is found to be in a suspect condition, notify 452 AMW Command Post. If the On-Scene Commander determines a need to move the vehicle, the suspect vehicle holding area is located at the intersection of Runway 30 and Taxiway D on the Alternate Hot Cargo Pad. Ensure coordination with Airfield Management and Tower, when appropriate, prior to proceeding on the airfield or Controlled Movement Area. (T-1)

21.5. Explosives movements originating from the Munitions Storage Area, to and from aircraft parking spots or licensed storage locations are not restricted, but, when possible, should adhere to designated routes to the fullest extent. However, they should always avoid built-up areas, key mission-oriented facilities, and critical equipment to the maximum extent possible.

21.6. All vehicles transporting munitions will not make any en route stops, except to perform a FOD check, prior to their final destination. Explosives loaded vehicles will not drive along Graeber St. Note: Ammunition/ Explosives properly re-designated from Hazard Class/Division 1.4S to ORM-D are authorized to transit Graeber St. See Item 8.2 above for additional ORM-D and 49 CFR information.

21.7. The duties for and protection of munitions/explosives being transported are not complete until the delivery destination is reached, and explosives/ordnance are properly stored/secured IAW DESR6055.09_DAFMAN 91-201.

22. Emergency Situations: Prior to all munitions operations and movements, the operations supervisor will conduct a briefing to ensure all personnel are aware of step-by-step procedures in the event of an emergency situation. The supervisors will appoint specific positions and responsibilities to each member involved. (T-1)

22.1. Vehicle Fire: In the event of a vehicle fire on/off base that includes the transport of an explosives cargo:

22.2. If safety and time permit, remove the explosives/ordnance from the explosives-laden vehicle or from any site that is involved in a fire.

22.3. Never attempt to extinguish a fire when explosives are already engulfed in the flames.

22.4. The operations supervisor will make the decision to attempt fighting the fire or to evacuate all non-essential personnel. The distance and assembly area will be briefed prior to the operation or transportation of munitions/explosives.

22.5. Evacuate all personnel when explosives are engulfed in flames. Evacuate to the distance stipulated in the operations briefing for the type of munitions involved.

22.6. The person responsible to contact the Fire Department and Security Forces will do so via the most expedient means of communication available (i.e., mobile radio, phone). Inform the Fire Department or Security Forces of the type of explosives involved, location and how long the explosives have been involved in the fire.

22.7. Individual(s) appointed the responsibility to direct traffic around the accident site will do so until relieved by Security Forces or other emergency personnel.

22.8. Stop all entry into the hazardous zone with the exception of emergency personnel.

23. Explosives-laden Vehicle Breakdown: In the event of a vehicle breakdown, remove the vehicle from any heavily traveled areas when possible. Never abandon the vehicle, especially if it is loaded with explosives/ordnance. Wait for assistance to arrive. (T-1)

23.1. Off base, notify the base Security Forces/Fire Department or the local police/fire department. If calling from a cell phone, dial (951) 655-2911 to go directly to the March Field Fire Department and 452d Security Forces. Or dial 911 and tell the operator to connect you with March ARB. You will be connected with the March Field Fire Department and 452d Security Forces.

23.2. If calling from an on-base phone, dial 911 to reach the March Field Fire Department and 452 AMW Security Forces.

24. Additional Phone Numbers during Vehicle Breakdown: (Commercial at 951-655- XXXX and Defense Switched Network (DSN) at 447-XXXX):

24.1. 452 AMW Command Post----- Extension 4665

24.2. 163 ATKW Command Post-----Extension 7802 (As Required)

24.3. 452 MXS Munitions Flight----- Extension 6701

24.4. 452 AMW Weapons Safety-----Extension 3293

BRYAN M. BAILEY, Colonel, USAF
Commander, 452d Air Mobility Wing

Attachment 1
GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

DAFPD 91-2, Safety Programs, 24 Jun 24
 DAFMAN 21-201, Munitions Management, 02 May 22
 AFI 24-301, Ground Transportation, 21 Oct 19
 AFI 32-2001, Fire and Emergency Services (F&ES) Program, 27 Jul 22
 AFMAN 32-3001, Explosives Ordnance Disposal (EOD) Program, 21 Apr 22
 AFI 51-307, Aerospace and Ground Accident Investigations, 17 May 19
 DAFI 91-202, The Department of the Air Force (DAF) Mishap Prevention Program, 9 Apr 24
 DAFI 91-204, Safety Investigation and Reports, 09 Mar 21
 AFMAN 24-604, Preparing Hazardous Materials for Military Air Shipments, 8 Oct 20
 AFMAN 31-129, USAF Small Arms and Light Weapons Handling Procedures, 1 Jan 2020
 DODD6055.09DAFMAN 91-201, Explosives Safety Standards, 27 May 20
 Technical Order 11A-1-33, Maintenance on Explosives Loaded Aircraft
 Uniform Code of Military Justice, Article 92

Adopted Forms

AF Form 483, Certificate of Competency, 1 Feb 85
 DD Form 626, Motor Vehicle Inspection (Transporting Hazardous Materials), 1 Oct 11
 DD Form 2890, DoD Multimodal Dangerous Goods Declaration, 1 Sep 15
 AF Form 847, Recommendation for Change of Publication, 22 Sep 09
 AF Form 2047, Explosives Facility License, 31 May 13

Abbreviations and Acronyms

AE—Ammunition/Explosive

ADWSR—Additional Duty Weapons Safety Representative

AF—Air Force

AFPD—Air Force Policy Directive

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFORMS—Air Force Operations Resource Management System

AFRC—Air Force Reserve Command

AFTO—Air Force Technical Order

AMW—Air Mobility Wing

APSF—Aerial Port Services Flight

ATOC—Air Terminal Operations Center

BDOC—Base Defense Operations Center

CDL—Commercial Drivers License

CP—Command Post

CFR—Code of Federal Regulation

DOD—Department of Defense

DODD—Department of Defense

Directive DOT—Department of

Transportation DSN—Direct Service

Network EOD—Explosives Ordnance

Disposal GOV—Government Owned

Vehicle HC/D—Hazard Classification/Division

HQ—Headquarters

IMT—Information Management Tool

LMR—Land Mobile Radio

LRS—Logistics Readiness Squadron

MARBI—March Air Reserve Base Instruction

MOA—Memorandum of Agreement

MSA—Munitions Storage Area

MSG—Mission Support Group

MXS—Maintenance Squadron

MXMW—Munitions Maintenance Flight

NSN—National Stock Number

OI—Operating Instruction

OPR—Office of Primary Responsibility

ORM-D—Other Regulated Material

RDS—Records Disposition Schedule

SE—Safety

SEW—Weapons Safety

SOP—Standard Operating Procedures

STD—Standard

TMO—Traffic Management Office

TO—Technical Order

QD—Quantity Distance for Explosives Separation

UTA—Unit Training Assembly

VNCO—Vehicle Noncommissioned Officer

ATTACHMENT 2**SMALL ARMS AMMUNITIONS AND EXPLOSIVES HANDLING PROCEDURES IN THE TRAINING ENVIRONMENT**

A2.1. These base procedures implement HQ AFRC policies for accountability and control of blank and live small arms ammunition and authorized explosives/ordnance activities. These procedures apply to all personnel during training or exercises conducted at March ARB, California. Commanders will ensure exercise directors, supervisors and ammunition custodians follow these ammunition/explosives handling and issue procedures during authorized exercises/training events involving ammunition/explosives activities. Responsibilities for implementing, monitoring, and enforcing these procedures are assigned as follows:

A2.1.1. Unit Commanders:

A2.1.1.1. Ensure all bulk blank ammunition or authorized explosives/ordnance items, per DESR6055.09_DAFMAN 91-201, are stored at the MSA (452 MXS/MXMW) or at an authorized licensed location. (T-1)

A2.1.1.1.1. Training and Exercises. Licensing AE locations used solely for exercises, such as the ground burst simulators, smoke grenade storage, etc., is permitted. This license is valid only for the duration of the exercise.

A2.1.1.2. Depending on the extent of base/unit participation, ensure this instruction is fully complied with for mishap prevention purposes. (T-1)

A2.1.1.3. Weapons/Explosives Training or Exercise play areas will be pre-determined via an explosives risk assessment. This risk assessment requires coordinated approval by 452 AMW/SEW and signature by the commander. The level of the commander's involvement will depend on the breadth of unit/installation participation and the exercise location.

A2.1.1.4. Ensure Exercise Directors/Supervisors abide by AFMAN 31-129, chapter 5, titled use of Blank Ammunition, Dye-Marking Cartridges and Exercise Safety" and DESR6055.09_DAFMAN 91-201, paragraph V1.E6.27, titled "Training Involving Blank Ammunition (Including Dye-Marking Cartridges) when exercise planning.

A2.1.2. The Exercise Director/Supervisor Safety Briefing Will:

A2.1.2.1. Emphasize that only magazines/blank ammunition issued by the using unit will be utilized. Absolutely no other ammo will be introduced into the exercise area. (T-1)

A2.1.2.2. Direct that blank adapters will be installed on all weapons and verified by the armorer prior to blank ammunition being issued to participants. Upon completion of the exercise, ensure the armorer verifies all blank adapters are removed and weapons inspected for serviceability.

A2.1.2.3. Outline the boundaries of the Exercise Play Area.

A2.1.2.4. Direct that any person observing an unsafe act or an unexpected condition involving blank ammunition will immediately declare a “Cease Fire” via the fastest means possible. The “Cease Fire” will remain in effect until the unsafe act or discrepancy can be explained or corrected. (T-1)

A2.1.2.5. Include Items covered in **paragraphs 7 - 12**, as applicable.

A2.1.3. Safe Firing Distances:

A2.1.3.1. Blank ammunition will not be fired at any person closer than 20 feet. (T-1)

A2.1.3.2. Blank 5.56 ammunition will not be fired at any facility closer than 10 feet.

A2.1.3.3. Blank 7.62 ammunition will not be fired at any facility closer than 20 feet.

A2.1.3.4. Blank ammunition will not be fired into any doorways or windows closer than 10 feet.

A2.1.3.5. Inside buildings, blank ammunition is to be fired straight up to the ceiling or straight down to the floor, not at any personnel in the “Safety Kill” zone.

A2.1.4. Emergencies or Abnormal Conditions:

A2.1.4.1. Initiate a “Cease Fire” or temporary termination of the exercise for a “Real World” abnormal condition or medical emergency. (T-1)

A2.1.4.2. The Exercise Director or Supervisor will determine the severity of the situation or injury and ensure it is addressed as soon as possible before resuming play. If a person becomes injured or sick, their weapons and ammunition will be secured, cleared and turned-in. (T-1)

A2.1.4.3. If and when a real-world emergency is declared, the Exercise Director or Supervisor will ensure up channel notification. (T-1)

A2.1.5. Emergency Phone Numbers (Commercial at 951-655-XXXX and DSN at 447-XXXX):

A2.1.5.1. When calling from an on-base phone, dial 911 and it will be received by the March Fire Department and 452d Security Forces. If calling from a cell phone, dial (951) 655-2911 to go directly to the March Fire Department and 452d Security Forces. Or dial 911 and tell the operator you are calling from March ARB, and you will be connected to the March Field Fire Department.

A2.1.6. Exercise Pre-coordination Phone Numbers:

- A2.1.6.1. 452 MSG March Fire Dept----- Ext. 2075
- A2.1.6.2. 452 Security Forces ----- Ext. 2981
- A2.1.6.3. 452 Munitions Flight ----- Ext. 6701
- A2.1.6.4. 452 AMW Command Post -----Extension 4665
- A2.1.6.5. 163 ATKW Command Post-----Extension 7802 (As Required)
- A2.1.6.6. 452 AMW Explosives Safety-----Ext. 3293
- A2.1.6.7. 452 OSS Airfield Management Ops-----Ext. 4040 (As required; when on flightline)

A2.1.7. Exercise Completion: Upon completion of the exercise, the Exercise Director/Supervisor will have sweeps conducted to the maximum extent possible to collect any dropped/expended blank ammunition. (T-2)

A2.1.7.1. All expended brass will be collected at a single point in the exercise area.

A2.1.7.2. All weapons will be cleared/inspected by the armorer for serviceability prior to leaving the exercise area. Individual rucksacks, ammo pouches, gear and equipment will be inspected for ammunition before departing the exercise area.

A2.1.7.3. Weapons, ammunition and explosives/ordnance inventories will be verified by Exercise Director/Supervisor upon completion of ammunition turn-in.

A2.1.8. Ammunition Turn-in: All blank ammunition and explosives/ordnance inventories that were not expended will be collected and separated from any expended items collected. (T-2)

A2.1.8.1. The armorer will document the rounds expended accordingly per guidance.

A2.1.8.2. Reconciliation (inventory) will be conducted of both expended and non-expended ammunition and explosives/ordnance items at the end of each shift.

A2.1.8.3. Discrepancies or shortages will be reported to the Exercise Director/Supervisor. The Unit Commander will approve documentation of the circumstances in the loss. (T-2)

A2.1.9. Exercise/Training Briefing and Risk Assessment Documentation:

A2.1.9.1. At a minimum, the exercise/training briefing and risk assessment documentation will be kept for 90 days.