DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON, FORT GORDON
307 CHAMBERLAIN AVENUE
FORT GORDON, GEORGIA 30905-5730

REPLY TO
ATTENTION OF:

IMSE-GOR-SO

MAY 05 2010

MEMORANDUM FOR All Fort Gordon and Tenant Commanders and Directors

SUBJECT: Garrison Commander's Policy Memorandum No. 27 – Ammunition and Explosives Safety

1. PURPOSE. To establish policy for the safe handling and storage of ammunition and explosives on Fort Gordon. In the event of conflicting requirements between this policy and the regulations of higher headquarters, the most stringent will be followed.

2. APPLICABILITY. This policy is applicable to all units supported by the Fort Gordon Ammunition Supply Point and all units who have, store, and use ammunition and explosives on Fort Gordon and satellite activities.

3. BACKGROUND. DOD and Army guidance require the installation to maintain a Department of Defense Explosives Safety Board (DDESB) approved explosives safety site plan for each location where munitions and explosives are routinely present for logistics purposes. The Quality Assurance Specialist for Ammunition Surveillance (QASAS) at Fort Jackson provides logistical and safety support for ammunition and explosives at Fort Gordon.

4. RESPONSIBILITIES.

a. Fort Gordon Safety Manager will:

(1) Monitor installation operations for compliance with explosive safety standards.

(2) License ammunition/explosive storage sites, i.e, the ammunition supply point (ASP), unit arms rooms, and Forward Operating Bases (FOBs). Units will request the storage license from the Safety Manager for review and approval. A copy of the storage license will be maintained at the Installation Safety Office and at the ammunition/explosives storage site. The unit explosive storage license is valid for one year from date of issuance and is required to be renewed annually.

(3) Review all requests for explosives safety site plans. Explosives site and general construction plans are submitted for review before beginning final engineering design of new construction or major modification of existing facilities for explosives storage.

(4) Maintain copies of all approved site plans submitted to higher headquarters. QASAS will maintain copies of all site plans, maps, explosive arcs, and drawings.

(5) Conduct trends analysis on Lightning Protection System (LPS) surveys of the ASP and explosive storage areas to determine if the system is degrading.

(6) Conduct inspections of all ammunition and explosive storage/magazine areas at least annually.

(7) With support of the QASAS, ensure procedures are developed and in place for maintaining fire symbols and chemical hazard symbols current with actual ammunition and explosives stored, to include the unit arms rooms and FOBs that have ammunition storage approval.

b. Commanders of Units: Unit commanders will request approval for the storage of ammunition in their arms room through the Installation Safety Office, 791-2906/7233. The request must be for mission/operational requirement demands. The Installation Safety Manager will approve and issue the Explosive Storage License. The units will post the approved license at the storage location in the arms room or FOB storage site. The license will also be on file at the Safety Office, the Fort Gordon Fire Department, and the QASAS.

c. Unit commanders will ensure a risk assessment is conducted on the handling and storage of ammunition in arms rooms and a copy of the risk assessment will be on file in arms room. The risk assessment will require the approval of the Garrison Commander IAW DA memorandum, DACS-SF, 18 Aug 04, Subject: Storage of Operations, Training, and Ceremonial Ammunition in Arms Rooms.

d. Directorate of Logistics (DOL) will:

(1) Maintain copies of all approved site plans submitted to higher headquarters.

(2) Use the services of a qualified electrician to evaluate and conduct annual Lightning Protection System (LPS) surveys and LPS surveys when modifications to the site are made on the ASP and explosive storage areas IAW DA PAM 385-64.

(3) Maintain documentation of the tests and provide the Installation Safety Office and QASAS copies of all LPS tests conducted as required by the Army Explosives Safety Program.

(4) Ensure that personnel responsible for managing ammunition and explosives keep current information on the type and location of ammunition and explosives storage and provide this information to safety, fire fighting, and security personnel. This will include the ammunition that is approved for storage in specific unit arms rooms.

e. QASAS will:

(1) Conduct inspections of all ammunition and explosive storage/magazine areas at least annually.

(2) Maintain a list of all ammunition storage area requirements and records of annual inspection. Annually, forward a copy of documented magazine inspections to the Installation Safety Office.

5. PROCEDURES. The Safety Office, with assistance from the QASAS, will prepare the site plan with quantity distance verification. The Safety Office will prepare a map, with location of the site, to include the explosive arcs, with the assistance of DPW. The Safety Office will forward the original and two complete copies of site plans and safety submissions through channels to IMCOM-SE, for submission to Director, US Army Technical Center for Explosive Safety.

6. The proponent for this action is the Installation Safety Office at 791-3227/2906.

GLENN A. KENNEDY, II
Colonel, SC
Commanding

This memorandum supersedes Garrison Commander's Policy Memorandum No. 30 – Ammunition and Explosives Safety, 19 Mar 08.