

434 ARWI21-202

BY ORDER OF THE COMMANDER 434 AIR REFUELING WING

7 September 2000

Maintenance

**PROCFURES FOR EXPENDE MUNITIONS (RESIDUE) AND REUSABLE
MUNITIONS CONTAINERS**

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This instruction implements AFPD 21-2, *Nonnuclear and Nuclear Munitions*. This instruction establishes procedures for the handling and inspection of expended munition items and reusable containers that are handled by 434 MXS/LGMW munitions section and munitions custody account personnel.

1. Responsibilities: It is the responsibility of all personnel to know the safety requirements and how to properly handle munitions and expended munitions items (residue).

2. Location of Operations: Munitions maintenance and inspection facility.

3. Personnel Requirements: Munitions personnel and munitions account custodians.

4. Equipment:

4.1. Residue/container processing table.

4.2. Barrier bag material (if applicable).

4.3. Forklift/pallet jack.

4.4. Pallets/containers (as required).

4.5. Applicable technical orders and AFI's.

4.6. Truck.

5. Safety Precautions: The general explosive safety precautions apply with any specific precautions listed in the applicable technical order.

5.1. Do not drop or throw munitions residue and containers.

5.2. Do not dispose (throw away) any munitions items (residue) or containers.

6. Sequence of Operation:

6.1. Custodian: The custodian will ensure that all expended munitions items (paper, cardboard, packaging material, wood boxes, metal containers, barrier bag material and the remains of any munitions) are turned in to the munitions section. The custodian will throw nothing away. It is the custodian's responsibility to ensure that all expended munitions cases/residue and associated material are not placed in a trash container of any kind.

6.2. Munitions Section Responsibilities. Munitions section will accept all munitions remains/containers and any items associated with munitions. The munitions section will ensure these items are properly stored until the inspection is completed and the items are transferred to the servicing Defense Reutilization Management Office (DRMO).

6.3. Munitions Inspectors Responsibilities.

6.3.1. Munitions inspectors will separate the residue, containers and associated items for inspection.

6.3.1.1. Associated items will be inspected for explosive residue and properly disposed of IAW prescribed directives.

6.3.1.2. Containers will be inspected to ensure they are empty, remove all markings, stencil empty on the container on all four sides, a non hazardous material certificate will be placed inside and outside, and seal the containers with a lead seal if for reuse. If bound for DRMO, the containers will not be sealed until DRMO acceptance.

6.3.1.3. The remains (residue) of munitions items will be separated by type of munitions.

6.3.1.4. Each type of munitions will be inspected separately, and packaged in the appropriately marked container.

6.3.1.5. Each container of residue will have a non-hazardous material certificate placed in the inside and outside before the container is sealed shut. The container will be marked MUNITIONS RESIDUE.

6.4. Live munitions encountered during the inspection:

6.4.1. Munitions will be separated and depending on the condition of the live munitions, one of the following actions will be taken.

6.4.1.1. If munitions personnel declare the item as dangerously unserviceable, the item will be moved to a safe location, if possible. The area will be identified/marked and personnel will not be allowed to enter. The command post, DOD police, safety and EOD will be notified.

6.4.1.2. If the item is unserviceable, it will be turned in to regain accountability. The proper munitions condition code will be assigned, and the paperwork will be initiated for proper disposition.

6.4.1.3. If the item is serviceable, it will be turned in to regain accountability, the proper munitions condition code will be assigned and the item will be placed back in service.

7. Procedures for Reporting to HQ AFRC/SEW/LGMV:

7.1. In the event of any live munitions are discovered by DRMO you will do the following:

7.1.1. Once DRMO is notified of any live munitions that was found in the munitions residue, the munitions section will notify HQ AFRC/SEW and LGMW by telephone, message or E-mail, whichever is the most expedient means. Provide the required information to complete a special situation report directed by HQ AFRC/SEW and LGMW.

8. Documentation Requirements:

8.1. A DD Form 1348-1, **DOD Single Line Item Requisition System Document (Manual)**, will be initiated with four copies in the munitions section.

8.1.1. The DD Form 1348-1 will include all the required information as directed plus the following information. The certification of non-explosive statement with signature, date and the budget clearing account number.

8.1.2. Once DRMO accepts the items, the DRMO representative will sign, date and enter the total pounds on the DD Form 1348-1 and return a copy to the munitions section.

8.1.3. The munitions section will maintain a copy of all DD Form 1348-1 for a period of two years.

9. Procedures for Retaining Credit from the Sale for Recyclable Munitions Residue. In cooperation with the 434 ARW/FM and the munitions section, a budget clearing account number was established for the 434 ARW. The budget clearing account number is 57F3875-8900-6286 and 53330-525700. The munitions section will ensure this number is placed on the DD Form 1348-1, before the items are delivered to DRMO.

10. The 434 ARW Focal Point: The 434 munitions section (434 MXS/LGMW) is the focal point and technical advisor for all munitions residue issues.

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Commander