

Army Regulation 700–13

Logistics

**Worldwide Department
of Defense Military
Munitions
(Ammunition)
Logistics/Surveillance/
Explosives Safety
Review and Technical
Assistance Program**

**Headquarters
Department of the Army
Washington, DC
15 December 2020**

UNCLASSIFIED

SUMMARY of CHANGE

AR 700–13

Worldwide Department of Defense Military Munitions (Ammunition) Logistics/Surveillance/Explosives Safety Review and Technical Assistance Program

This major revision, dated 15 December 2020—

- o Changes the title from (Worldwide Ammunition Logistics/Explosives Safety Review and Technical Assistance Program) to Worldwide Department of Defense Military Munitions (Ammunition) Logistics/Surveillance/Explosives Safety Review and Technical Assistance Program (cover).
- o Expands the categories for independent assessment (para 1–6).
- o Transfers responsibilities from Army Materiel Command to the Deputy Chief of Staff, G–4 (para 2–1).
- o Adds responsibilities to commanders, Army commands, Army service component commands, direct reporting units, National Guard Bureau and U.S. Army Reserve Command (para 2–3c).
- o Aligns the responsibilities of the U.S. Army Defense Ammunition Center under the U.S. Army Training and Doctrine Command (para 2–4).
- o Requires the command’s Explosive Safety Management Program to be included in logistics and explosive safety reviews (para 3–1).

Logistics

Worldwide Department of Defense Military Munitions (Ammunition)
Logistics/Surveillance/Explosives Safety Review and Technical Assistance
Program

By Order of the Secretary of the Army:

JAMES C. MCCONVILLE
General, United States Army
Chief of Staff

Official:


KATHLEEN S. MILLER
Administrative Assistant
to the Secretary of the Army

History. This publication is a major revision.

Summary. This regulation provides policies for accomplishing worldwide on-site reviews of ammunition facilities and operations. Also, it provides commanders of organizations with ammunition and explosives safety missions a source of technical assistance in all facets of ammunition logistics and explosives safety.

Applicability. This regulation applies to the Regular Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve, unless otherwise stated. It also ap-

plies to commands, installations, activities, units, and agencies with an ammunition and explosives mission (for example, receipt, storage, shipment, surveillance, maintenance, demilitarization or disposal, testing, evaluation, transportation, issue, use, or management of class V and related materiel and equipment, excluding surety materiel). During mobilization, the proponent may modify the policies contained in this regulation.

Proponent and exception authority.

The proponent of this regulation is the Deputy Chief of Staff, G–4. The proponent has the authority to approve exceptions or waivers to this regulation that are consistent with controlling law and regulations. The proponent may delegate this approval authority, in writing, to a division chief within the proponent agency or its direct reporting unit or field operating agency, in the grade of colonel or the civilian equivalent. Activities may request a waiver to this regulation by providing justification that includes a full analysis of the expected benefits and must include formal review by the activity’s senior legal officer. All waiver requests will be endorsed by the commander or senior leader of the requesting activity and forwarded through their higher headquarters to the

policy proponent. Refer to AR 25–30 for specific guidance.

Army internal control process.

This regulation contains internal control provisions in accordance with AR 11–2 and identifies key internal controls that must be evaluated (see app B).

Supplementation.

Supplementation of this regulation and establishment of command and local forms are prohibited without prior approval from the Deputy Chief of Staff, G–4 (DALO–SPM), 500 Army Pentagon, Washington, DC 20310–0500.

Suggested improvements.

Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to the Deputy Chief of Staff, G–4 (DALO–SPM), 500 Army Pentagon, Washington, DC 20310–0500.

Distribution.

This regulation is available in electronic media only and is intended for the Regular Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve.

Contents (Listed by paragraph and page number)

Chapter 1

Introduction, page 1

Purpose • 1–1, page 1

References and forms • 1–2, page 1

Explanation of abbreviations and terms • 1–3, page 1

Responsibilities • 1–4, page 1

Records management (recordkeeping) requirements • 1–5, page 1

Objective • 1–6, page 1

Chapter 2

Responsibilities, page 1

Deputy Chief of Staff, G–4 • 2–1, page 1

*This regulation supersedes AR 700–13, dated 27 November 2012.

Contents—Continued

Director of Army Safety • 2–2, *page 2*

Commanders, Army commands, Army service component commands, direct reporting units, Chief, National Guard Bureau, and U.S. Army Reserve Command • 2–3, *page 2*

Commanding General, U.S. Army Training and Doctrine Command • 2–4, *page 2*

Chapter 3

Reports and Technical Assistance, *page 3*

Logistics or explosives safety reviews • 3–1, *page 3*

Reports • 3–2, *page 4*

Technical assistance • 3–3, *page 4*

Annual digest and in-process reviews • 3–4, *page 5*

Appendixes

A. References, *page 6*

B. Internal Control Evaluation, *page 7*

Glossary

Chapter 1

Introduction

1–1. Purpose

This regulation prescribes authority, objectives, responsibilities, and policies for conducting worldwide Department of Defense (DoD) military munitions (ammunition) logistics reviews and requesting technical assistance in all matters of ammunition logistics. Ammunition logistics includes all bulk propellants, explosives, pyrotechnics, munitions, and/or missiles involving class V materiel and related items, excluding surety materiel.

1–2. References and forms

See appendix A.

1–3. Explanation of abbreviations and terms

See the glossary.

1–4. Responsibilities

Responsibilities are listed in chapter 2.

1–5. Records management (recordkeeping) requirements

The records management requirement for all record numbers, associated forms, and reports required by this regulation are addressed in the Army Records Retention Schedule–Army (RRS–A). Detailed information for all related record numbers, forms, and reports are located in the Army Records Information Management System (ARIMS)/RRS–A at <https://www.arims.army.mil>. If any record numbers, forms, and reports are not current, addressed, and/or published correctly in ARIMS/RRS–A, see DA Pam 25–403 for guidance.

1–6. Objective

The primary objective of the Worldwide DoD Military Munitions Logistics/Surveillance/Explosives Safety Review and Technical Assistance Program is to improve the Army’s overall munitions logistics management system and Explosive Safety Management Program (ESMP). Accomplish this objective by reviewing and evaluating the operational effectiveness of commands, activities, and other organizations that have an ammunition and explosives (AE) mission by—

- a.* Providing an independent assessment of:
 - (1) The accountability, receipt, storage, transportation, issue, security, surveillance, maintenance, testing, automated identification technology (AIT), and management.
 - (2) Explosives safety management.
 - (3) The conduct of range clearance activities.
 - (4) The disposition (for example, demilitarization, destruction, reuse, and recycling) of excess, obsolete, or unserviceable munitions.
 - (5) The management of material potentially presenting an explosive hazard.
- b.* Identifying local and systemic problem areas and providing recommendations for corrective actions.
- c.* Advising Army command (ACOM), Army service component command (ASCC), and direct reporting unit (DRU) commanders and command, installation, activity, unit, and agency personnel on new or evolving developments to include AIT implementation in matters affecting the ability to accomplish missions in an accountable, secure, safe, and environmentally responsible manner.
- d.* Providing commanders with a source for technical assistance.

Chapter 2

Responsibilities

2–1. Deputy Chief of Staff, G–4

The DCS, G–4 will—

- a.* Support this program by resourcing the U.S. Army Defense Ammunition Center (DAC) to conduct required reviews and assistance visits.

b. Direct worldwide reviews, studies, assessments, and other logistics support activities at commands, activities, and other organizations with an AE mission.

c. Establish and announce the Worldwide DoD Munitions Logistics/Surveillance/Explosives Safety Review and Technical Assistance Program schedule prior to the beginning of each fiscal year (FY). The DCS, G-4 will—

(1) Coordinate the FY schedule with affected ACOMs, ASCCs, DRUs, and units; the National Guard Bureau (NGB); the U.S. Army Reserve (USAR) Command; the Director of Army Safety (DASAF); and the DAC.

(2) Approve, as required, changes to the announced schedule.

(3) Provide the final FY schedule to affected commands and units, DASAF, and the office of the Deputy Assistant Secretary of the Army for Environment, Safety, and Occupational Health.

d. Monitor progress and accomplishments of the Worldwide DoD Munitions Logistics/Surveillance/Explosives Safety Review and Technical Assistance Program.

e. Coordinate the review of report recommendations and correction of systemic problem areas to include highlighting the implementation and sustainment of AIT throughout the entire munitions logistics system with Headquarters, Department of the Army elements, and the ACOMs, ASCCs, and DRUs.

2-2. Director of Army Safety

The DASAF will—

a. Serve as the proponent for the Army's ESMP.

b. Oversee the safety, including explosives safety, aspects of the munition's logistics and explosives safety reviews, including development and approval of explosives safety survey criteria and areas of special emphasis.

c. Review survey reports to identify explosives safety related programmatic findings and trends.

d. Implement or direct, per the office of the Deputy Assistant Secretary of the Army for Environment, Safety and Occupational Health and DCS, G-4, corrective actions for explosives safety related programmatic findings and trends.

2-3. Commanders, Army commands, Army service component commands, direct reporting units, Chief, National Guard Bureau, and U.S. Army Reserve Command

The Commanders of ACOMs, ASCCs, DRUs, Chief NGB, and the USAR have overall responsibility of assuring proper and safe management of munitions and will—

a. Upon receipt of:

(1) The annual DCS, G-4, Worldwide DoD Military Munitions Logistics/Surveillance/Explosives Safety Review and Technical Assistance schedule, notify locations under their command that are scheduled for review.

(2) For the DAC's review and assistance notification, which the DAC will provide to affected commands, garrison commanders, and applicable tenants, provide contact information (for example, name, position, phone number, and email address) for a local point of contact to represent the command and coordinate with the review team 60 days prior to the scheduled date of the review or assistance.

b. Provide required support, information, and access to review or assistance teams. The local point of contact will be designated to support the team and facilitate access to munitions-related sites.

c. Ensure—

(1) Immediate and responsive actions are taken to implement corrective recommendations required for regulatory compliance.

(2) Responses to recommendations in the review report are submitted within the suspense date.

(3) The headquarters (HQ) forwarding the memorandum or endorsements include a statement containing the command's concurrence with the submitted responses.

d. Endorse the concurrence of responses to the review report findings within 60 days of the receipt of the report with corrective action taken and when completed. A senior commander or designated representative must—

(1) Endorse responses to report findings.

(2) Provide the planned course of action to address the findings and the expected completion date when the corrective reaction cannot be completed by the required suspense.

2-4. Commanding General, U.S. Army Training and Doctrine Command

On behalf of the CG, TRADOC, the Director, DAC will—

a. Execute the Worldwide DoD Munitions Logistics/Surveillance/Explosives Safety Review and Technical Assistance Program by—

(1) Conducting on-site reviews, studies, assessments, and other logistics support actions directed by the DCS, G-4.

(2) Coordinating directly with the DCS, G-4 and the DASAF concerning matters related to the review and assistance program.

- (3) Providing technical assistance to commands, installations, activities, units, and agencies with an AE mission.
- (4) Providing review and assistance in developing plans for construction or modification of munitions operating facilities.
- (5) Initiating systemic improvements relative to munitions logistics functional areas to include AIT implementation throughout the entire munitions logistics system.
- (6) Identifying requirements for standard design of munitions operating facilities; developing design requirements, including protective construction; and coordinating with commands, installations, activities, units, agencies, and design activities.
- (7) Providing an annual program in-process review (IPR) to the DCS, G-4, and periodic IPRs to applicable ACOMs, ASCCs, DRUs, NGB, USAR, and higher HQs.
 - b.* Be responsible for internal management controls conformance with Government Accountability Office (GAO) standards.

Chapter 3

Reports and Technical Assistance

3-1. Logistics or explosives safety reviews

Normally, the DAC conducts reviews of commands, installations, activities, units, and agencies (collectively referred to as command and installations) with an AE mission at intervals not to exceed 4 years. The DAC may conduct follow-up visits to evaluate effectiveness of corrective actions taken on specific review findings as directed by the DCS, G-4. The DCS, G-4, when circumstances warrant, may direct this interval be shorter or longer.

- a.* ACOMs, ASCCs, DRUs, NGB, USAR, or higher HQs can request logistics or explosive safety reviews for a command or installation prior to expiration of the four-year cycle. These requests can be based on changes in an AE mission, results of the previous DAC review, or results of inspections and assessments that other agencies performed (for example, GAO, Army Audit Agency, Inspector General, or DoD Explosive Safety Board).

- b.* Sixty days prior to the review, the Logistics Review and Technical Assistance Office, DAC, will provide notification of the upcoming review.

- c.* Schedule an in-brief for the first day of the review to acquaint the team with the command or installation, its AE mission, and for the review and assistance team to explain its procedures and objectives. Personnel who are knowledgeable about the command or installation's AE mission should attend the in-brief. These personnel may include members of the garrison's staff (for example, safety, security, or environmental offices), the directors of logistics and public works, representatives from the Joint Munitions Command, operational representatives from the ammunition supply point, and depot, supply, and range operations.

- d.* Logistics and explosive safety reviews will include, but are not limited to, the following:

- (1) Compliance with directives.
- (2) Adequacy of directives and guidance from higher HQs.
- (3) Operational procedures (for example, munitions accountability or inventory, receipt, storage, issue, surveillance, inspection, testing, maintenance, demilitarization or disposal, transportation, munitions and materiel management, and reporting).
- (4) The command's ESMP.
- (5) Physical security (this does not abrogate the requirement for safety program and physical security program evaluations).
- (6) Plans for construction or modification of munitions operating facilities to include the implementation and sustainment of AIT hardware.
- (7) Special interest areas the DCS, G-4, requested, or that a command (for example, ACOMs, ASCC, DRU, NGB, or USAR) or higher HQs requested.
- (8) Review of installation real property master plan.
- (9) Review of facility condition assessments (for example, an installation status report) and backlogged restoration, modernization, and construction projects.

- e.* Documentation in support of the above review areas will be provided by the reviewed organization as requested by the review team.

- f.* DAC will provide the command the support they require and documentation the team will need upon approval in its initial coordinating message (see para 3-1*c*).

- g.* The logistics or explosive review team will—

(1) Examine records, procedures, and plans relating to AE operations; observe AE operations in progress and examine munitions operating facilities and AE and related materials in storage; and conduct interviews with operating personnel and personnel from supporting and supported units.

(2) The team will apprise appropriate personnel of progress of the review and discuss observations with installation personnel in their area of responsibility during the review. The review team will promptly bring significant or hazardous observations to the attention of command personnel, ACOMs, and/or higher HQs, and the DCS, G-4, if necessary.

h. The review team will request an out-briefing to discuss results of the review. Installation personnel presence at the out-brief is at the discretion of the reviewed installation.

3-2. Reports

a. Within 60 days of the review's completion, the DCS, G-4, will provide the senior commander a formal report of discrepancies and recommended solutions.

(1) The DCS, G-4 will review the results of the report and convey the assessment to the responsible commander on the cover letter.

(2) The DCS, G-4 will coordinate the report with DASAF per paragraph 2-2*c*.

b. Within 75 days of the formal report's publication, the reviewed organization's senior commander will submit a response stating the actions taken, or planned, to correct and prevent recurrence of cited discrepancies through command channels to DAC (JMAC-AV), 1C Tree Road, Building 35, McAlester, OK 74501-9053.

(1) The reviewed organization will provide the DCS, G-4 (DALO-SPM), an informational copy of the response.

(2) The DAC will evaluate responses for adequacy. If the DAC determines the response is inadequate, it will return the response to the reviewed organization's higher HQ for resolution. DCS, G-4, will assign a new suspense date.

c. The DAC will forward recommendations that require resolutions by persons other than the reviewed organization within 75 days.

d. The DAC will prepare a closeout report indicating its concurrence with the responses. The closeout report—

(1) Will be submitted to the reviewed command or installation by the DCS, G-4, with an informational copy to the reviewed command or installation's higher HQ.

(2) Will indicate unacceptable responses, nonresponses, or open findings that may warrant follow-on action by the reviewed command or installation.

(3) May also include commendatory comments, if appropriate.

e. Reports under the purview of this regulation are exempt from management information controls according to AR 25-98.

f. Use of electronic communication for reporting is preferred; however, final reports will also be available in hard copy.

g. The DCS, G-4 or DAC will immediately address significant findings or deficiencies critically impacting safety, readiness, security, cost-savings, or any other life cycle functional discipline. They will be treated by separate correspondence rather than through the normal report process.

3-3. Technical assistance

a. The DAC and the U.S. Army Technical Center for Explosive Safety are available to provide technical assistance to commands and installations with an AE mission. To the extent possible, the requesting command will be responsible for funding on-site technical assistance visits (TAVs).

b. Commands and installations can request technical assistance in the areas identified in paragraph 3-1*d*, or other areas unique to the command or installation's AE mission. Commands or installations may:

(1) Request a TAV and a follow-on TAV during the 4 years between the formally scheduled logistics reviews discussed in this regulation.

(2) Request additional visits, as an exception, during the four-year period through command channels to the DCS, G-4.

c. Send requests for on-site assistance to the DAC (JMAC-AV), 1C Tree Road, Building 35, McAlester, OK 74501-9053; or by telephone at DSN 956-8048, or commercial (918) 420-8048; or by email at usarmy.mcalester.jmc.list.dac-av-dl@mail.mil. Requests will include the following information:

(1) The location(s) involved.

(2) Description of specific problem or operation for which assistance is requested.

(3) The funding available to support the assistance visit.

(4) A point of contact, including position, email address, and telephone number.

d. The DAC will review requests for assistance and determine if it is within the DAC's scope of expertise. Should the DAC determine the request:

(1) Is not within its area of expertise, the DAC will advise the requesting command or installation to submit its request to its higher HQs.

(2) Is within its area of expertise, the DAC will provide the requesting command or installation with a proposal for the TAV. The proposal will include the following:

(a) Proposed period for conducting the TAV.

(b) The DAC's understanding of the scope of the assistance the command or installation is requesting.

(c) An estimated cost of the assistance visit, and a request for funding.

(d) An installation or command may request DAC provide a follow-on TAV to assess the progress made to date.

(e) The DAC will provide:

(1) The command or installation that requested the TAV's results (for example, findings and recommendations).

(2) An informational copy of the TAV's results and, when conducted, of the follow-on TAV's results to both the command or installation's higher HQ, and DCS, G-4.

3-4. Annual digest and in-process reviews

a. The Ammunition Logistics/Surveillance/Explosives Safety Review and Technical Assistance Office will analyze reports of all reviews conducted within a FY and will prepare a digest of significant observations and trends. The digest will not relate observations to a specific installation, command, or organization since it is intended to serve as a source of systemic problem identification and resolution for all locations and commands. The digest is available to all ACOMs, ASCCs, DRUs, NGB, U.S. Army Reserve Command, higher HQ, activities, and installations as an aid to identifying potential problem areas.

b. The Ammunition Logistics/Explosives Safety Review and Technical Assistance Office will present an annual IPR to the program proponent and periodic IPRs to ACOMs and/or higher HQ. The IPRs will include an analysis from ammunition logistics reviews conducted during the most recent FY and will include an analysis of any significant trends evident from previous review cycles. Recommendations and/or corrective action plans will be included in the IPRs to the extent possible when reporting unfavorable trends.

Appendix A

References

Section I

Required Publications

This section contains no entries.

Section II

Related Publications

A related publication is a source of additional information. Army publications are available on the Army Publishing Directorate website available at <https://armypubs.army.mil/>. United States Code is available at <https://us-code.house.gov/>.

AR 11–2

Managers' Internal Control Program

AR 25–30

Army Publishing Program

AR 25–98

Information Management Control Requirements Program

DA Pam 25–403

Guide to Recordkeeping in the Army

10 USC 101(e)(4)

Military munitions

42 USC 2011–42 USC 2021

Atomic Energy Act of 1954

Section III

Prescribed Forms

This section contains no entries.

Section IV

Referenced Forms

Unless otherwise indicated, DA forms are available on the Army Publishing Directorate website at <https://www.armypubs.army.mil>.

DA Form 11–2

Internal Control Evaluation Certification

DA Form 2028

Recommended Changes to Publications and Blank Forms

Appendix B

Internal Control Evaluation

B-1. Function

This evaluation provides guidance for the conduct and the management of the Worldwide DoD Military Munitions (Ammunition) Logistics/Surveillance/Explosives Safety Review and Technical Assistance Program.

B-2. Purpose

This checklist assists AE safety senior managers in evaluating the accomplishment of worldwide on-site logistics and explosives safety reviews of munitions operating facilities and AE-related operations.

B-3. Instructions

a. Answers must:

(1) Be based on actual testing of controls (for example, document analysis, direct observation, interviewing, and sampling).

(2) Explain deficiencies and indicate the corrective action in the supporting documentation.

b. These internal controls must be evaluated at least once every five years and then be certified on DA Form 11-2 (Internal Control Evaluation Certification).

B-4. Test questions

a. Did the DAC provide an annual IPR to the DCS, G-4 (DALO-SPM), and periodic IPRs to applicable ACOMs, and/or higher HQ?

b. Did the DAC provide technical assistance to commands, installations, activities, units, and agencies with an AE mission upon request?

B-5. Supersession

Not applicable.

B-6. Comments

Help make this a better tool for evaluating internal controls by submitting comments to the DCS, G-4 (DALO-SPM), 500 Army Pentagon, Washington, DC 20310-0500.

Glossary

Section I

Abbreviations

ACOM

Army command

AE

ammunition and explosives

AIT

automated identification technology

ARIMS

Army Records Information Management System

ASCC

Army service component command

DAC

Defense Ammunition Center

DASAF

Director of Army Safety

DCS

Deputy Chief of Staff

DoD

Department of Defense

DRU

direct reporting unit

ESMP

Explosive Safety Management Program

FY

fiscal year

GAO

Government Accountability Office

HQ

headquarters

IPR

in-process review

NGB

National Guard Bureau

RRS–A

records retention schedule–Army

TAV

technical assistance visit

USAR

U.S. Army Reserve

Section II

Terms

Ammunition

Generic term related mainly to articles of military application consisting of all kinds of bombs, grenades, rockets, mines, projectiles, and other similar devices or contrivances.

Explosive

A substance or a mixture of substances that is capable by chemical reaction of producing gas at such temperature, pressure, and speed as to cause damage to the surroundings. The term “explosive” includes all substances variously known as HEs and propellants, together with igniters, primers, initiators, and pyrotechnics (e.g., illuminant, smoke, delay, decoy, flare, and incendiary compositions).

Military munitions

All ammunition products and components produced for, or used by, the armed forces for national defense and security, including ammunition products or components under the control of DoD, the Coast Guard, the Department of Energy, and the National Guard. (10 USC 101(e)(4)(A)).

a. The term includes confined gaseous, liquid, and solid propellants; explosives, pyrotechnics, chemical and riot-control agents, smokes, and incendiaries, including bulk explosives and chemical warfare agents; chemical munitions, rockets, guided and ballistic missiles, bombs, warheads, mortar rounds, artillery ammunition, small arms ammunition, grenades, mines, torpedoes, depth charges, cluster munitions and dispensers, and demolition charges; and devices and components of any item thereof (10 USC 101(e)(4)(B)).

b. The term does not include wholly inert items, improvised explosive devices, and nuclear weapons, nuclear devices, and nuclear components, other than non-nuclear components of nuclear devices that are managed under the nuclear weapons program of the Department of Energy after all required sanitization operations under the Atomic Energy Act of 1954 (42 USC 2011–42 USC 2021) have been completed (10 USC 101(e)(4)(C)).

UNCLASSIFIED

PIN 017695-000