

**Army Regulation 611–105**

**Personnel Selection and  
Classification**

**Selection,  
Training, and  
Suitability  
for Explosive  
Ordnance  
Disposal**

**Headquarters  
Department of the Army  
Washington, DC  
18 July 2017**

**UNCLASSIFIED**

# ***SUMMARY of CHANGE***

AR 611–105  
Selection, Training, and Suitability for Explosive Ordnance Disposal

This major revision, dated 18 July 2017—

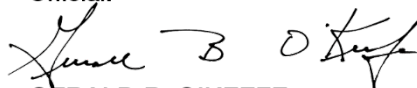
- o Establishes updated responsibilities (chap 1).
- o Adds changes to eligibility requirements (chap 2).
- o Amends administrative and training requirements (chap 3).
- o Combines officer standards with enlisted standards (throughout).

**Personnel Selection and Classification**  
**Selection, Training, and Suitability for Explosive Ordnance Disposal**

By Order of the Secretary of the Army:

**MARK A. MILLEY**  
General, United States Army  
Chief of Staff

Official:



**GERALD B. O'KEEFE**  
Administrative Assistant to the  
Secretary of the Army

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.

improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to Headquarters, Department of the Army (HQDA), DCS G–3/5/7 (DAMO–ODA), 400 Army Pentagon, Washington, DC 20310–0400.

**Committee management.** AR 15–1 requires the proponent to justify establishing or continuing committees to coordinate both draft publications and changes in committee status with the U.S. Army Resources and Programs Agency, Department of the Army (DA) Committee Management Office (AARP–ZA), 9301 Chapek Road, Building 1458, Fort Belvoir, VA 22060–5527. Further, if it is determined that an established "group" identified within this regulation, later takes on the characteristics of a committee, as found in the AR 15–1, then the proponent will follow all AR 15–1 requirements for establishing and continuing the group as a committee.

**History.** This publication is a major revision.

**Summary.** This regulation establishes responsibilities and updates policies for the selection, training, and suitability of explosive ordnance disposal personnel.

**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 appendix B).

**Applicability.** This regulation applies to the Active Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve, unless otherwise stated.

**Supplementation.** Supplementation of this regulation and establishment of command and local forms are prohibited without prior approval from the DCS G–3/5/7 (DAMO–ODA), 400 Army Pentagon, Washington, DC 20310–0400.

**Distribution.** This regulation is available in electronic media only and is intended for command level A for the Active Army, the Army National Guard/Army National Guard of the United States, and the U.S. Army Reserve.

**Proponent and exception authority.** The proponent of this regulation is the Deputy Chief of Staff, G–3/5/7. The proponent has the authority to approve exceptions or

**Suggested improvements.** Users are invited to send comments and suggested

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\*This regulation supersedes AR 611–105, dated 3 September 1985.

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## Glossary

## **Chapter 1 Introduction**

### **Section I**

General

#### **1–1. Purpose**

This regulation sets policies for the procurement, selection, training, assignment, classification, and suitability of explosive ordnance disposal (EOD) personnel to include qualifications, application, certification, and re-certification, EOD badge requirements, and conditions for disqualification, termination, and appeals.

#### **1–2. References**

See appendix A.

#### **1–3. Explanation of abbreviations and terms**

See the glossary.

### **Section II**

Responsibilities

#### **1–4. Deputy Chief of Staff, G–1**

The DCS, G–1 and the Commanding General (CG), U.S. Army Human Resources Command (HRC) will—

- a.* Generate requests for orders for all basic and follow-on EOD training.
- b.* Assign EOD trained personnel in accordance with the needs of the Army.

#### **1–5. Deputy Chief of Staff, G–3/5/7**

The DCS, G–3/5/7 is the Army Staff (ARSTAF) administrator of the Army EOD career field and the ARSTAF proponent for EOD. The DCS, G–3/5/7 will—

- a.* Provide a Headquarters, Department of the Army single point of contact for EOD actions who will be the ARSTAF official responsible for EOD and coordination of Department of the Army (DA)-level Army EOD functions.
- b.* Enable the use of unified and decisive action by developing policy and initiatives to rapidly man, train, equip, and organize Army EOD formations with the ability to defeat emergent and adaptive threats.
- c.* Function as the proponent for AR 611–105 to include being the approval authority for exceptions.
- d.* Provide oversight for the EOD career field.

#### **1–6. Commanding General, U.S. Army Training and Doctrine Command**

The CG, TRADOC will—

- a.* Prepare, coordinate, review, monitor, conduct, and revise programs of instruction, as necessary, to ensure Army basic and advanced EOD training requirements are met.
- b.* Provide a proportionate share of EOD-qualified and administrative personnel to Naval School, Explosive Ordnance Disposal (NAVSCOLEOD), to support basic individual EOD training in accordance with AR 75–14 and DODD 5160.62.
- c.* Establish, in coordination with DCS, G–3/5/7 EOD Branch, an interview process, questions, and evaluation matrices for use to ensure candidates within the military occupational specialty-transition (reclassification) (MOS–T) are qualified.
- d.* Develop and manage post-qualification certification process for EOD Soldiers.

## **Chapter 2 Selection and Eligibility**

### **2–1. General selection and eligibility criteria**

*a.* The EOD career field is an all-volunteer force (individuals must volunteer in accordance with 2–1b through 2–5) designed to detect, locate, access, identify, diagnose, render safe, collect, and dispose of explosive ordnance (EO) to include improvised explosive devices, improvised/homemade explosives, and weapons of mass destruction. The career field also includes conducting post blast investigations, and data collection operations of first-seen EO, weapons systems, and

other EO-related items, including their components. Soldiers serving in EOD provide support to the very important person protective support activity (VIPPSA), conducting missions for the U.S. Secret Service, U.S. State Department, and other federal agencies as required in accordance with AR 75–14 and AR 75–15. Upon completion of formal training, enlisted personnel are awarded military occupational specialty (MOS) 89D, EOD Technician; and officers are awarded an area of concentration (AOC) 89E, EOD Officer.

*b.* All volunteers for the EOD career field must—

(1) Be interviewed and accepted by an EOD officer in an EOD Table of organization and equipment (TOE) or table of distribution and allowances (TDA) position.

(2) Meet the standards of table 10–89D-1 in DA Pam 611–21.

(3) Be a U.S. citizen.

(4) Possess an Armed Services Vocational Aptitude Battery General Maintenance score minimum of 105 and a minimum General Technical score of 110.

(5) Provide full and truthful disclosures during the EOD interview process. Failure to disclose information fully or deliberately providing false information will result in permanent disqualification from EOD.

(6) Possess a U.S. Driver's license (Department of Transportation requirement.)

(7) Obtain a successful EOD interview documented on a DA Form 7759 (EOD Interview Checklist) and DA Form 5436 (EOD Volunteer Statement) from the interviewing EOD officer.

(8) Meet a Physical Demands Category: C, Moderate.

(9) Have a minimum physical profile of 111221.

(10) Be eligible to be granted an interim secret security clearance, which is required prior to attending EOD training. This requirement will increase to top secret clearance in order to attend Nuclear Weapons Training in phase II of EOD School. See DOD 5200.2–R paragraph 7.16.

(11) Demonstrate the ability to perform EOD tasks while wearing various personal protective equipment to include the bomb suit and chemical protective suit.

(12) Meet the personnel reliability standards in AR 190–11, and qualifications listed in AR 75–15.

(13) Be eligible for assignment to a presidential support position in accordance with AR 380–67.

(14) Complete the EOD Specialist Course, phase I and phase II.

(15) Obtain and maintain eligibility for a top secret security clearance based on a favorably adjudicated single scope background investigation (SSBI) or equivalent tiered investigation. See para 2–1*b*(10).

(16) Complete a 36 month additional duty service obligation upon completion of EOD School.

(17) Possess binocular visual acuity less than 20/40 or those who need bifocal correction must have corrective lenses for their protective masks before reporting for training.

(18) Possess normal color vision with red/green color perception and cannot be colorblind.

(19) Possess a full range of finger dexterity in both hands.

(20) Be able to hear normal voice communication at a distance of 25 feet.

(21) Pass a record Army physical fitness test (APFT) prior to graduation from phase II EOD School.

*c.* Due to potentially toxic exposures and strenuous activities, female Soldiers are disqualified from training during pregnancy and for 6 months following delivery in accordance with DODI 6130.03, AR 40–501, paragraph 7–9 (see para 7–10 for waivers) and AR 350–1.

*d.* EOD qualified Soldiers separated from the service for 60 months or more must reapply and attend basic EOD training in accordance with chapters 2 and 3 of this publication.

## **2–2. Interview process**

Interviewing officers will ensure they conduct in-depth briefing of potential candidates, using the DA Form 7759 to determine suitability for EOD. The interviewing officer will provide the recruit with an overview of the EOD career field in order to leave them with an understanding of what is expected of EOD. During interviews the interviewing officer will—

*a.* Determine Soldier suitability for EOD.

*b.* Provide each EOD recruit an overview of the EOD career field to ensure Soldiers understand what is expected of EOD.

*c.* Describe the EOD mission and the operations tempo involved in the EOD career field.

*d.* Explain how EOD is organized.

*e.* Outline EOD response missions both in the United States and contingency operations.

*f.* Reiterate the deployment and temporary duty time commitments away from family.

*g.* Describe fully the actual and potential hazards encountered on EOD duty.

### **2-3. Enlisted discriminators of eligibility**

All enlisted personnel in the grade of E-4 and below, regardless of MOS, may volunteer for EOD training provided the following criteria is met:

- a.* In-service recruits E-1 through E-4 must have completed a minimum of 2 years active Federal Service prior to volunteering for initial EOD training.
- b.* Soldiers must meet the training selection standards prerequisites and MOS standards outlined in DA Pam 611-21 and this regulation.
- c.* Soldiers in grade E-4 applying for initial EOD training must be non-promotable. Additionally, they must have less than 2 years' time in grade as of the date of the completion of the EOD volunteer statement, which is completed during the EOD interview.

### **2-4. Officer discriminators of eligibility**

- a.* Lieutenants completing the Explosive Ordnance EOD Officer Course (phase I and phase II) will be classified AOC 89E unless they rescind their voluntary EOD status thus reverting back to AOC 91A.
- b.* Officers O-1 or O-2, may volunteer for EOD training except those who—
  - (1) Are being considered by board action for separation from the service.
  - (2) Are on a stabilized assignment under AR 614-100 (unless the major Army command commander specifically authorizes such application).
- c.* Officers who graduate from EOD School must branch transfer to Ordnance Branch (Standard Requirements Code SRC-09) upon graduation.

### **2-5. General discriminators of eligibility**

Due to the perishable nature of the skillset EOD qualified Soldiers who have separated from the MOS or from the Service for 5 years or longer must meet the eligibility criteria to re-enter the MOS. Soldiers who have been absent from the MOS for 5 years or longer must repeat the EOD basic course. The re-training requirements are waived for post-EOD-company-command EOD officers who are absent from the MOS for broadening assignments. Soldiers are not eligible to apply if they—

- a.* Have been relieved from EOD training or duty due to punitive action, academic failure, or personal request to withdraw. These Soldiers are permanently disqualified and may not reapply for or be assigned to EOD duties.
- b.* Are assigned, alerted, or under orders for assignment to a unit alerted for movement outside the United States.
- c.* Are under court-martial proceedings or an investigation that may result in trial by court-martial or suspension of favorable personnel actions (see AR 600-8-2).
- d.* Have received enlistment bonus or reenlistment bonus for current service obligation.
- e.* Have lost time under 10 USC 972 within 2 years of the date of application.
- f.* Are serving outside the continental United States (OCONUS). Soldiers may apply 10 to 5 months prior to their date eligible for return from overseas (DEROS.)
- g.* Have been denied or lost their security clearance or fail to meet the security requirements in paragraph 3-2.

## **Chapter 3 Application**

### **3-1. Interview and suitability assessment**

- a.* EOD candidates will be interviewed and assessed for suitability by an EOD officer who is assigned to an EOD TOE or TDA position at home station or prior to the start of EOD phase I.
- b.* Officers and preselect EOD candidates in Reserve Officers' Training Corps, Officer Candidate School or the military academies will be interviewed by an EOD officer designated by TRADOC Capability Manager-Explosive Ordnance Disposal (TCM-EOD).
- c.* Upon completion of the interview and suitability assessment, individuals found suitable for EOD training will be provided an EOD volunteer statement and a copy of the EOD interview form to be submitted with the individual's school request packet, DA Form 7759.

### **3–2. Security clearance eligibility criteria**

*a.* EOD training and duties require a secret clearance and access to Critical Nuclear Weapons Design Information (CNWDI). An EOD volunteer may begin EOD training at phase I with an interim secret clearance, but must be subsequently granted a final secret security clearance prior to beginning phase II. Individuals must be granted a final secret and CNWDI access prior to starting the Radiological and Nuclear Division at phase II.

*b.* EOD Soldiers require a top secret security clearance for special access programs. Individuals must have a completed SSBI that was favorably adjudicated by the DOD Central Adjudication Facility (CAF). SSBIs for EOD personnel require a 5-year periodic review to support Presidential protection details in accordance with AR 380–67, paragraph B–5a NAVSCOLEOD security requirements found on: <http://www.netc.navy.mil/centers/>.

*c.* Individuals who are denied a security clearance by the DOD CAF will immediately lose access to classified information and will be processed for removal from the EOD career field.

*d.* Prior to the completion of phase II of EOD School, Nuclear Weapons Training, students must obtain top secret security clearance, with a sensitive compartmented information (TS/SCI) caveat for operational requirements. Failure to obtain a TS/SCI will result in dismissal from the MOS and reclassification to the needs of the Army.

### **3–3. Height and weight standards**

Soldiers attending institutional training courses (including officer and non-commissioned officer education system courses and functional courses in AR 350–1) will meet the Army's physical fitness and body composition standards in accordance with AR 600–9. Academic evaluation reports (AERs) for professional military education courses beyond initial military training that are 60 days or longer require an APFT and body composition compliance in accordance with AR 600–9 and AR 623–3. The APFT, height and weight, and verification of compliance with AR 600–9 results will be entered on the AER in accordance with DA Pam 623–3.

## **Chapter 4**

### **Explosive ordnance disposal personnel entering the technical escort program**

#### **4–1. Technical escort**

*a.* Active duty EOD Soldiers grades E–5 through E–7 may volunteer for technical escort (TE) training provided they meet the selection standards and prerequisites in the Army Training Requirements and Resources System (ATRRS) course catalog and the MOS requirements in DA Pam 611–21 for the following MOS:

(1) EOD specialist (89D).

(2) EOD officer (89E).

*b.* Soldiers are not eligible to apply when they—

(1) Are assigned, are alerted for or are under orders for assignment to units alerted for OCONUS movement.

(2) Are alerted or under orders for OCONUS movement.

(3) Are under court-martial proceedings, investigation that may result in trial by court-martial, or suspension of favorable personnel actions (see AR 600–8–2).

(4) Have been previously rejected for or relieved from TE training or duty because of punitive action, cancellation of security clearance, academic failure, or personal request for relief from TE duties.

(5) Are serving OCONUS. As an exception, Soldiers may apply 10 to 5 months before DEROS.

(6) Have failed the L3 course, been remediated, and failed again.

*c.* Graduates of TE training will be awarded the additional skill identifier L3.

*d.* Soldiers assigned in a chemical surety program must be qualified or eligible to qualify under AR 50–6.

*e.* Soldiers who fail to complete the prescribed TE training or enter the training and are later found to be unsuitable will be removed from training and released from the TE Program. Those EOD Soldiers who fail will remain in EOD and not be assigned TE duties (see AR 50–6).

*f.* Soldiers may request administrative termination from the TE Program. However, if a Soldier commits an offense while in training that causes the Soldier's disqualification for continued training, the Soldier will not be allowed to voluntarily withdraw from TE training. Soldiers requesting administrative termination will be processed under AR 190–11.

#### **4–2. Assignment duration**

EOD is a highly technical field and the skill sets used in that field are perishable. Technicians must constantly train on their core competencies to remain capable of performing their jobs. Soldiers must also grow and develop other skills and require specialty and broadening assignments to do so. To strike a balance, limits must be established to keep Soldiers trained in their MOS.



- a. Soldiers in MOS 89D (enlisted) will not be assigned to a TE unit or chemical unit in excess of 48 consecutive months without reassignment to a modular EOD Company.
- b. Upon completion of a tour in TE, Soldiers will return to the EOD force for a minimum of 48 months to refresh perishable EOD skills.
- c. No EOD Soldier will serve more than 96 months cumulatively in TE.

## **Chapter 5**

### **Certification of explosive ordnance disposal personnel**

#### **5-1. Certification**

- a. EOD personnel are “qualified” as EOD technicians upon successful completion of phases I and II of EOD training. Prior to becoming an operational member of an EOD team all technicians are required to obtain and maintain a level of proficiency in their MOS/AOC technical skills for application during EOD response tasks and missions. These skills will be tested by the EOD commands and the results will culminate in a certification prior to assuming duties on an operational EOD Team.
- b. Soldiers will certify as an EOD Team Leader in accordance with AR 75-15.
- c. Failure to obtain and maintain this certification will result in the Soldier’s loss of MOS/AOC and permanent reclassification from EOD. See AR 75-15.
- d. EOD officers scheduled to assume command of an EOD Company must complete team leader certification(TLC) prior to assumption of command.

#### **5-2. Recertification of Soldiers working outside the military occupational specialty**

Soldiers who are EOD qualified, but leave the EOD field for broadening assignments or non-standard EOD assignments for 48 months or longer, must meet the re-certification training and qualification standards for MOS 89D or AOC 89E outlined in DA Pam 611-21 and this regulation prior to being reassigned to an EOD command.

## **Chapter 6**

### **Withdrawal and termination from explosive ordnance disposal duties**

#### **6-1. Voluntary withdrawal of explosive ordnance disposal qualification**

- a. As volunteers, EOD Soldiers may withdraw their volunteer status at their discretion. The withdrawal of an EOD Soldier’s volunteer status is a permanent action that will result in both immediate reclassification from MOS 89D (enlisted) or AOC 89E (officer), and reassignment from assigned EOD units. MOS 89D or AOC 89E will not be designated as a secondary or alternate MOS in conjunction with this type of reclassification action. Soldiers who voluntarily terminate EOD status may not reapply to the EOD career field.
- b. Soldiers may withdraw from EOD duties by submitting a DA Form 5437 (Voluntary Withdrawal from Explosive Ordnance Disposal Statement).
- c. Actions upon voluntary withdrawal from EOD volunteer status include—
  - (1) Immediate restriction of access of the individual to classified and explosive materials.
  - (2) Termination of the Soldier’s EOD-related pays (for example, demolition pay, assignment incentive pay, special duty assignment pay, and so forth.)
  - (3) Possible suspension of unearned incentives (for example, enlistment bonus, reenlistment bonus, critical skills retention bonus). These incentives may be recouped by the Government.
  - (4) Notification of HRC to transfer service obligations (that is, enlistment, reenlistment, extension, training, or promotion) to the individual’s new MOS (enlisted) or AOC (officer).
  - (5) Identification of the Soldier to HRC for immediate reclassification and transfer.
- d. Upon submission the EOD unit will ensure the DA Form 5437 is completed and forwarded to HRC for processing.
- e. Reassignment action will be expedited for personnel whose EOD qualification is withdrawn. Whenever possible, the affected Soldier will be reassigned to another duty position on the same installation. Requests for a second permanent change of station in the same fiscal year, if required, will be handled by HRC.

#### **6-2. Involuntary termination from explosive ordnance disposal duties**

- a. Involuntary termination from EOD is a command-directed action resulting from adverse action or failure to meet prescribed standards.

*b.* Commands nominating a Soldier for involuntary termination from EOD will prepare a DA Form 5438 (Involuntary Termination from Explosive Ordnance Disposal Duties) packet and provide the packet through the chain of command to the first O-6, AOC 89E for adjudication and approval.

*c.* Involuntary termination Packets will include the following as a minimum:

- (1) Cover letter explaining the action to include the command's recommendation.
- (2) Copy of the Soldier's ERB/officer records brief (ORB).
- (3) DA Form 4187 (Personnel action) requesting the action.
- (4) DA Form 5438 signed by the referring commander and explaining the action.
- (5) All counselling statements and rebuttals referring to the action.
- (6) Any investigation, 15-6 documentation, police reports, or military police reports.

*d.* Units that do not have an EOD O-6, 89E or an EOD battalion in their chain of command will provide the Soldier's packet (TLC suspension, TLC removal, EOD badge removal and reclassification) to the TRADOC Capability Manager for EOD (TCM-EOD).

*e.* The appellate authority for an involuntary termination of MOS 89D/AOC 89E is the first general officer in the chain of command with training and readiness oversight of the Soldier in question.

*f.* The appellate authority for packets approved by the TCM-EOD is the Chief of Ordnance.

*g.* Soldiers who are involuntarily reclassified due to overstrength in the EOD career field may request reentry into the EOD career field should positions become available.

*h.* Soldiers are strongly encouraged to engage with the local Office of the Staff Judge Advocate prior to the submission of an appeal.

### **6-3. Explosive ordnance disposal badge revocation**

The EOD skill badge will be automatically revoked on dismissal, dishonorable discharge, or conviction by courts-martial for desertion in wartime (wartime is defined in AR 600-8-2). The EOD badge may also be revoked when the awardee—

*a.* Initiates action that results in termination or withdrawal from EOD status prior to completing 36 months of EOD duty, excluding expiration term of service or medical retirement.

*b.* Has been convicted at a trial by courts-martial or has committed offenses that demonstrates severe professional misconduct, incompetence, or willful dereliction in the performance of EOD duties.

*c.* Has committed misconduct that is the subject of an administrative elimination action under the provisions of AR 635-200 or AR 600-8-24.

*d.* Has become permanently, medically disqualified from performing EOD duty through negligence or unsafe acts and was found to have become disqualified not-in-the-line-of-duty.

*e.* Has refused to engage in EOD operations.

*f.* Requests for advanced schooling, which may lead to another specialty or branch code being awarded instead of EOD, will not be used as a basis for revocation of an EOD badge.

## **Appendix A**

### **References**

#### **Section I**

##### **Required Publications**

**AR 75–15**

Policy for Explosive Ordnance Disposal (Cited in para 2–1*a*.)

**AR 190–11**

Physical Security of Arms, Ammunition, and Explosives (Cited in para 2–1*b*(12).)

**AR 600–8–2**

Suspension of Favorable Personnel Actions (Flag) (Cited in para 2–5*c*.)

**DA Pam 611–21**

Military Occupational Classification and Structure (Cited in para 2–1*b*(2).)

**Army Training Requirements and Resources System (ATRRS)**

<https://www.atrrs.army.mil/atrrscc/> (Cited in para 4–1*a*.)

#### **Section II**

##### **Related Publications**

A related publication is a source of additional information. The reader does not have to read a related publication to understand this regulation. DOD publications are available at <http://www.dtic.mil/whs/directives/>.

**AR 11–2**

Managers' Internal Control Program

**AR 15–1**

Department of the Army Federal Advisory Committee Management Program

**AR 25–30**

Army Publishing Program

**AR 40–501**

Standards of Medical Fitness

**AR 50–6**

Chemical Surety

**AR 75–14**

**AR 350–1**

Army Training and Leader Development

**AR 380–67**

Personnel Security Program

**AR 600–8–22**

Military Awards

**AR 600–8–24**

Officer Transfers and Discharges

**AR 600–8–104**

Army Military Human Resource Records Management

**AR 600–9**

The Army Body Composition Program

**AR 614–100**

Officer Assignment Policies, Details, and Transfers

**AR 623-3**

Evaluation Reporting System

**AR 635-200**

Active Duty Enlisted Administrative Separations

**DA Pam 600-8**

Military Human Resources Management Administrative Procedures

**DA Pam 623-3**

Evaluation Reporting System

**DOD 5200.2-R**

Personnel Security Program

**DODD 5160.62**

Single Manager Responsibility for Military Explosive Ordnance Disposal Technology and Training (EODT&T)

**DODI 6130.03**

Medical Standards for Appointment, Enlistment, or Induction in the Military Services

**JP 3-34**

Joint Engineer Operations

**10 USC 972**

Armed Forces, Members: effect of time lost

**Section III**

**Prescribed Forms**

Unless otherwise indicated DA Forms are available on the Army Publishing Directorate Web site at: <http://www.apd.army.mil/>.

**DA Form 5436**

Explosive Ordnance Disposal Volunteer Statement

**DA Form 5437**

Voluntary Withdrawal from Explosive Ordnance Disposal Statement

**DA Form 5438**

Involuntary Termination from Explosive Ordnance Disposal Duties

**DA Form 7759**

Explosive Ordnance Disposal Interview Checklist

**Section IV**

**Referenced Forms**

Unless otherwise indicated DA Forms are available on the Army Publishing Directorate Web site at: <http://www.apd.army.mil/>.

**DA Form 11-2**

Internal Control Evaluation Certification

**DA Form 2028**

Recommended Changes to Publications and Blank Forms

**DA Form 4187**

Personnel action

## Appendix B

### Internal Control Evaluation

#### B-1. Function

Establish an internal control evaluation process for AR 611-105.

#### B-2. Purpose

The purpose of this evaluation is to assist DCS, G-3/5/7 in evaluating the key internal controls listed. It is intended as a guide and does not cover all controls.

#### B-3. Instructions

Answers must be based on the actual testing of key internal controls through such methods as document analysis, direct observation, sampling, and simulation. Answers indicating deficiencies must be explained, and corrective action indicated in supporting documentation. These key internal controls must be evaluated at least once every 2 years. Certification must be accomplished on DA Form 11-2 (Internal Control Evaluation Certification).

#### B-4. Test questions

*a.* Chapter 1: Introduction

(1) Have the agencies listed chapter 1, section II reviewed and commented on assigned duties prior to document publishing?

(2) Have the agencies listed in chapter 1, section II conducted their assigned duties as prescribed in the paragraph?

*b.* Chapter 2: Eligibility criteria

(1) Are the interview and application processes clear and correct?

(2) Are applicants directed to the forms and have a clear explanation of a volunteer packet's contents?

*c.* Chapter 3: Application

(1) Have volunteers for EOD training been interviewed and assessed by an EOD officer prior to the start of phase I of EOD training? (Para 3-1*a.*)

(2) Does every applicant have an EOD Volunteer Statement? (Para 3-3*a*(1)*a.*)

*d.* Chapter 4: EOD personnel entering the TE program

(1) Do all volunteers for the TE program meet the requirements of DA Pam 611-21? (Para 4-1*a.*)

(2) Are Soldiers rotated to new assignments after 48 months? (Para 4-2*a.*)

#### B-5. Supersession

Not applicable.

#### B-6. Comments

Help make this a better tool for evaluating internal controls. Submit comments to Headquarters, Department of the Army (HQDA), DCS, G-3/5/7 (DAMO-ODA), 400 Army Pentagon, Washington, DC 20310-0400.

## **Glossary**

### **Section I**

#### **Abbreviations**

**AER**

academic evaluation report

**AOC**

area of concentration

**APFT**

Army physical fitness test

**AR**

Army Regulation

**ARSTAF**

Army Staff

**ATRRS**

Army Training Requirements and Resources System

**CG**

commanding general

**DA**

Department of the Army

**DA Pam**

Department of the Army pamphlet

**DCS**

Deputy Chief of Staff

**DEROS**

date eligible for return from overseas

**DOD**

Department of Defense

**DOD CAF**

Department of Defense Consolidated Adjudications Facility

**DODI**

Department of Defense Instruction

**EO**

explosive ordnance

**EOD**

explosive ordnance disposal

**HQDA**

Headquarters, Department of the Army

**HRC**

Human Resources Command

**IED**

improvised explosive device

**MOS**

military occupational specialty

**NAVSCOLEOD**

Naval School Explosive Ordnance Disposal

**OCONUS**

Outside the Continental United States

**ORB**

officer records brief

**SCI**

sensitive compartmented information

**SRC**

standard requirement code

**SSBI**

single scope background investigation

**TCM-EOD**

TRADOC Capability Manager-Explosive Ordnance Disposal

**TDA**

table of distribution and allowances

**TE**

technical escort

**TLC**

team leader certification

**TOE**

table of organization and equipment

**TRADOC**

Training and Doctrine Command

**VIPPSA**

very important person protective support activity

**WMD**

Weapons of Mass Destruction

**Section II****Terms****Explosive ordnance**

Bombs and warheads; guided and ballistic missiles; artillery, mortar, rocket, and small arms ammunition; all mines, torpedoes, and depth charges; grenades; demolition charges; pyrotechnics; clusters and dispensers; cartridge- and propellant-actuated devices; electro-explosive devices (clandestine and IED); and all similar or related items or components explosive in nature. This definition includes all munitions containing explosives, propellants, nuclear fission or fusion materials, and biological and chemical agents (North Atlantic Treaty Organization (NATO) AAA-6 (NATO Standardization Agency 2008) and JP 3-34).

**Explosive ordnance disposal**

The detection, identification, field evaluation, render safe, recovery, exploitation, and final disposal of EO, to include IED, U.S. And foreign military munitions, and WMD.

**Explosive ordnance disposal incident**

The suspected or detected presence of unexploded ordnance, EO, IED, or WMD which constitutes a threat to friendly operations, installations, personnel, or material; the recovery, collection, exploitation, or post blast analysis of an EO detonation, recovery, or event. Not included in this definition are the accidental arming or other conditions that develop during the manufacture of high explosive or nuclear material, technical service assembly operations or the layering of mines and demolition charges. Qualified personnel of the organization performing the manufacturing, assembling, or placement of mines and demolition charges will neutralize such situations. Such organizations may request assistance from EOD units.

**Explosive ordnance disposal personnel**

Military personnel who have graduated from the NAVSCOLEOD and maintain EOD qualifications in accordance with applicable regulations; are assigned to a military unit with a Service-defined EOD mission; and meet Service and assigned

unit requirements to perform EOD duties. EOD personnel have received specialized training to address explosive hazards during both peacetime and wartime. EOD personnel are trained and equipped to perform RSPs on nuclear, biological, chemical, conventional munitions, and IEDs.

**Explosive ordnance disposal qualified personnel**

Military personnel who have graduated from the NAVSCOLEOD and maintain EOD qualifications in accordance with applicable

Regulations. EOD-qualified personnel are not necessarily considered to be EOD personnel.

**Explosive ordnance disposal response team**

A minimum of two EOD-qualified, trained, and equipped individuals in a unit with an assigned EOD response mission, one of who has been appointed and certified as the EOD team leader.

**Explosive ordnance disposal team leader**

A certified EOD Soldier (MOS 89D or AOC 89E) who is responsible for the conduct of EOD missions.

**Explosive ordnance disposal team leader certification**

A standardized process to ensure the leader of EOD response missions is technically and tactically prepared to execute their duties. The Soldier must demonstrate a clear understanding of policies, rules, regulations, and laws governing the execution of the EOD mission.

**Improvised explosive**

A combination of commercially available ingredients combined to create an explosive substance or combination of military or commercial explosive in bulk and/or trace amounts that result in a new, non-standard explosive mixture sometimes called improvised explosives or homemade explosive.

**Improvised explosive device**

Devices fabricated in an improvised manner that are designed to destroy, disfigure, distract, or harass and that consist of explosives, destructive, lethal, noxious, pyrotechnic, or incendiary chemicals. These non-standard devices may be made from military or non-military materials.

**Military Occupational Specialty – transition**

Those Soldiers who already hold an MOS who are reclassifying to another MOS.

**Section III**

**Special Abbreviations and Terms**

**U.S.C.**

The United States Code is a consolidation and codification by subject matter of the general and permanent laws of the United States.



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