



DEPARTMENT OF THE NAVY
JOINT BASE PEARL HARBOR-HICKAM
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JBPHHINST 8023.1
JB24W
15 Feb 11

JOINT BASE PEARL HARBOR HICKAM INSTRUCTION 8023.1

From: Commander, Joint Base Pearl Harbor-Hickam (JBPHH)

Subj: JBPHH SOP NO. (8) 40MM SALUTING GUN

Ref: (a) OPNAVINST 8020.14/Marine Corps Order P8020.11
(b) NAVSEA OP 5 VOL 1
(c) NOSSAINST 8023.11A
(d) OPNAVINST 3500.39A/MCO 3500.27
(e) 29 CFR 1910.1200

Encl: (1) JBPHH SOP No. (8) 40MM Saluting Gun

1. Purpose. To provide the policy, responsibility, and procedure for operations involving Ammunition and Explosives (AE) and Material Potentially Presenting an Explosive Hazard (MPPEH), in accordance with (a) through (e).

2. Background. Reference (b) requires that all Navy activities have written procedures prior to starting any operations involving AE and MPPEH. No operation involving these items will take place without approved, documented procedures. Within JBPHH, the 40MM Saluting Gun meets the AE and MPPEH criteria, thus requiring approved documented procedures for operation.

3. Action. This instruction establishes comprehensive Standard Operating Procedures (SOP) to be followed when operating a 40MM Saluting Gun at JBPHH.

A handwritten signature in black ink, appearing to read "R. W. KITCHENS", is located below the text of the third section.

R. W. KITCHENS

40MM Saluting Gun

Joint Base Pearl Harbor-Hickam
Standard Operating Procedures

SOP No. 8

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Record of Review and Approval

Reviewed By	Name	Signature	Date
Developer	MAZCERN) MACIEL, MARIO		11 FEB 11
Weapons Officer	GMC(SW) ROGER WARE		11 FEB 11
Explosives Safety Officer	HILBERT K. PRESSER		11 FEB 11

Approved By	Name	Signature	Date
Commander	R. W. KITCHENS		14 FEB 2011

Record of SOP Validation

This is to certify that the JBPHH SOP No. 8, Procedures for 40mm Saluting Gun was validated on the date indicated by the following personnel. The signatures attest to the fact that the SOP is correct and will result in the safe, efficient, and effective operation of the 40MM Saluting Gun onboard JBPHH.

Validated By Title/Position	Name	Signature	Date
JBPHH Weapons Officer	GMC(SW) ROGER WARE	R? Ware	11 FEB 11
LOCKHEED Martin Weapon Handler LEAD III	JERRY R. JOHNSON JR.	J R Johnson Jr.	11 Feb 11
Lockheed Martin Site Lead	ANTHONY GONZALEZ	AG	11 Feb 11

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Security Requirements

Unaccompanied access to ammunition and explosives (AE) storage spaces must be limited to persons required for essential operations, and their entry must be limited to what is required for these operations. The Joint Base Commander must approve personnel with unescorted access and a list of these persons must be kept. The Joint Base Commander may delegate authority to approve escorted visitors for persons authorized access.

AE keys must never be left unattended or unsecured.

Explosives are controlled items. Positive control and accountability must be maintained at all times.

Note: Personnel assigned to escort others in AE spaces must meet the requirements for unescorted entry to those spaces, including being listed on the respective Authorized Access List.

Step By Step Procedures

WARNING

Prior to initiating the step by step procedures ensure that the following actions are completed:

Hazard Analysis/Operational Risk Management
Hazard Control Briefing
40MM Saluting Battery Evolutions Checklist
40MM Pre-fire Checklist

1. Remove 40MM saluting cartridges from magazine and transport to 40MM gun site on Ford Island in vicinity of Bldg 464 or vicinity of M-3 Pier JBPHH IAW transport procedure.
2. Read Cast Loose, Training the Mount, Loading and Firing procedures prior to Operation.

Cast Loose

1. Remove cover and tompion, and secure a clear firing area.
2. Check that bore is clear by pushing the operating lever forward and visually checking from the breech. Release operating lever.
3. Place ammunition box on right side of mount; open and check that all rounds are loaded, sealed, and have undented primer; then close ammunition box.
4. Layout required tools and empty case mat.
5. Protect ears with ear plugs or muffs (preferably both) and eyes with safety glasses.
6. Hot-caseman put on protective gloves.

Training the Mount

WARNING

To avoid possible injury, all non-operating personnel must remain clear of mount operating radius during training of the mount.

1. MK11 MOD1. To train the mount to the desired position, release the screw clamp. Train gun mount to new position and tighten screw clamp.

Read Loading and Firing procedures prior to Operation

WARNING

To avoid personnel injury, handle all salute rounds with extreme care to prevent premature ignition caused by dropping round or striking primer against foreign objects.

Loading (All Mods)

To load the mount, lift the breechblock cover and push the operating lever to its forward position against the stop. Insert a round through the breechblock into the barrel, close the breechblock cover, and pull the operating lever to the rear against the stop lever which is mounted on the rear of the breech housing. The mount is now ready to fire.

WARNING

To avoid injury, all personnel must remain clear of front of muzzle a minimum of 100 feet during firing.

WARNING

To avoid possible injury, all operating personnel must wear safety glasses during firing.

WARNING

To avoid injury, because of blow back residue, do not look down and into the breech housing when firing.

Firing (All Mods)

Stand to the left rear of the mount for firing and for ejecting empty shell. Grasp the stop lever with the left hand and the operating lever with the right hand. Move the stop lever to the left and pull the operating lever to the rear. To eject empty shell, release stop lever, open breechblock cover, and push operating lever forward against the stop.

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WARNING

Do not fire at ships alongside, onto an inhabited dock area, or at personnel. The cork wad flies 30 yards. Do not load 40mm cartridge with projectile assembled in the case. Check that the safety plug is in place, protruding into the bore near the origin of the rifling, which prevents the loading of a service round.

Operation

1. Clear all unnecessary personnel from vicinity of saluting battery.
2. At "STANDBY" the Gun Captain raises the breechblock cover, pushes operating lever forward against stop with right hand. Loader opens ammunition box, withdraws a round and pushes it into the chamber tripping the extractors.
3. Gun Captain closes the breechblock cover and pulls operating lever back to the stop lever.
4. At the command "FIRE", the Gun Captain pulls stop lever with left hand and operating lever back with right hand, firing round.
5. Gun Captain raises breechblock cover, releases the stop lever and pushes operating lever forward against stop.
6. Hot-caseman catches fired case as it is ejected from breech and places it on the mat.
7. The gun is reloaded by performing steps 2 and 3.
8. At the command "CEASE FIRE", the Gun Captain pushes the operating lever forward against the stop; the hot-caseman catches the unfired round as it is ejected and calls out the condition of the bore; the loader wipes the round off and returns it to the ammunition box.

Secure

1. Secure all live ammunition back into its original ammunition box.
2. Place all empty (fired) cases on their bases and let stand for 10 minutes; then load into an ammunition box marked EMPTIES and strike below or store in bunker.

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3. Turn in all misfired rounds to EOD for disposal.
4. Clean barrel and breech mechanism in accordance with post fire procedures.
5. Return gun to original position and install protective cover and tampion.
6. Stow tools and empty case mat.

Mk 11 40mm Saluting Gun Misfire Procedures

1. General Comments. When a misfire occurs in a 40mm saluting gun, you have approximately 5 minutes after loading in which to clear the round from a hot gun. Cook-off can occur any time between 5 and 18 minutes after the round is chambered. Since the danger of a hang-fire exists, do not attempt to open the breechblock for 30 seconds after any unsuccessful attempt to fire. Immerse round in container of water and set aside for disposal by EOD personnel. For detailed operating procedures, refer to SW363-A0-MMO-010. Paragraph 2 and paragraph 3 below identify the characteristics of a hot or cold gun.
2. Hot Gun. The gun is considered a hot gun, having reached cook-off temperature, when 75 or more rounds have been fired within a 4-hour period.
3. Cold Gun. The gun is considered a cold gun if fewer than 75 rounds have been fired within a 4-hour period.
4. Misfire Procedures. When a misfire occurs, proceed as follows:
 - a. Ensure gun is pointed to safe line-of-fire.
 - b. Remove all live ammunition from the vicinity of the gun.
 - c. Clear all unnecessary personnel from the vicinity of the gun.
 - d. Determine if gun is a hot gun or a cold gun.
5. Hot Gun Procedure. If gun is a hot gun, proceed as follows:

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WARNING

Misfire could be a hang-fire. Removal of round prior to 30-second wait time could cause an open breech explosion and serious injury to personnel.

- a. Wait 30 seconds after last attempt to fire.
- b. Open breechblock.
- c. Extract round. If the round is extracted, the gun is clear.

(1) If round cannot be extracted prior to expiration of 5-minute safe period, close breechblock and commence external water-cooling.

(2) If cook-off does not occur, clear gun in accordance with SW363-A0-MMO-010 after gun has cooled to ambient temperature.

- d. Examine primer of the extracted round for evidence of firing pin indentation. Immerse extracted round in a container of water and set aside for disposal by EOD personnel.
- e. If the primer shows no evidence of indentation by firing pin, do not proceed with normal firing until the cause of firing pin failure to strike primer has been corrected.

6. Cold Gun Procedure. If gun is cold gun, proceed as follows:

WARNING

Misfire could be a hang-fire. Removal of round prior to 30-second wait time could cause an open breech explosion and serious injury to personnel.

- a. Wait 30 seconds after last attempt to fire.
- b. Open breechblock.
- c. Extract round. If the round is extracted, the gun is clear.

- d. Examine primer of the extracted round for evidence of firing pin indentation. Immerse extracted round in a container of water and set aside for disposal by EOD personnel.

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e. If the primer shows no evidence of indentation by firing pin, do not proceed with normal firing until the cause of firing pin failure to strike primer has been corrected.

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Hazards Analysis/Operational Risk Management

Mission: Conduct Hazard Analysis - 40mm Saluting Gun

Date Worksheet Prepared: 4 Nov 10

Step 1. Identify Hazards			Step 2. Assess Hazards
Operation Phase	Hazards	Causes	Initial RAC
Storage & Handling	Detonation of Ordnance	General Fire	2
Storage & Handling	Detonation of Explosives	Dropped Explosives	2
Operation	Misfire could be a hang-fire. Removal of round prior to 30-second wait time could cause an open breech explosion and serious injury to personnel.	Did not wait 30 seconds after last attempt to fire	2
Step 3. Make Risk Decisions			Step 4. Implement Controls
Operation Phase	Develop Controls	Residual RAC	How to Implement
Storage & Handling	Ensure no flame/spark-producing items allowed within 25 ft of explosives.	4	Monitor for unauthorized flame/spark-producing items.
Storage & Handling	Qualify & Certify all explosives handlers.	4	Develop training plans that emphasize careful handling of explosives.
Operation	Follow all applicable procedures for misfire.	4	Train using inert components prior to live fire.
Step 5. Supervise			
Operational Phase		How to Supervise	
Storage & Handling		Brief all personnel on responsibility concerning flame/spark-producing items.	
Storage & Handling		Supervise all explosives handling operations.	
Operation		Brief all personnel and continue to supervise operation.	

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Hazard Control Briefing

1. The hazard control briefing was prepared based on the results of the Hazard Analysis.
2. Activities shall conduct ordnance processes in the safest manner possible. Each process shall comply with the technical requirements, explosive safety standards, personnel qualification and certification requirements, Navy Occupational Safety and Health (NAVOSH) standards, federal, state and local environmental protection requirements and security and physical security directives. Activities must clearly identify and minimize existing and potential hazards inherent in processing ordnance or ordnance components. Where necessary, activities must develop, implement and rehearse emergency response, evacuation and contingency plans associated with ordnance processing. The SOP is the required document by which activities integrate these various items for the workers conducting the process.
3. Fire is a great hazard to life and property, especially when ammunition and explosives are involved. Many of these materials are extremely sensitive to heat and react at temperatures substantially lower than those required to ignite ordinary wood, paper, or fabrics. Even indirect heat generated by a fire could initiate a reaction and result in an explosion. Therefore, the first and most important rule in operation involving ammunition and explosives is to keep ammunition and explosives away from excessive heat.
4. All fires starting in the vicinity of ammunition or explosives shall be reported immediately and fire fighting shall be initiated with all available means and without awaiting specific instructions. If the fire involves explosive material and it is supplying heat to explosives or is so large that it cannot be extinguished with the equipment at hand, all personnel in the area should evacuate to a safe distance.
5. Spark-Producing Substances. Handling of ammunition and explosives shall be reduced to a minimum in order to prevent damage and the creation of hazardous conditions. Every precaution shall be taken to prevent ammunition and explosives from contacting sand, earth, gravel and other abrasive or spark-producing substances.
6. An essential element of any fire prevention effort is good housekeeping. Accumulations of combustible scrap and flammable residue are primary sources of fires. Working areas shall be

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kept clean and orderly to minimize fire hazards. Rubbish and trash such as empty boxes, scrap lumber, nails, and strapping materials shall not be permitted to accumulate in these areas.

7. Prudent and Proper Handling. Everyone working with or near any form of explosives should realize that explosives are potent and meant to explode. Even the least sensitive explosives may detonate if subject to imprudent or improper handling, causing considerable damage or loss of life.

8. Avoiding Accidents. Analysis of accidents that have occurred while handling AE show that avoidable circumstance existed in nearly every instance when the cause of the accident could be determined. Complete understanding and strict observance of specified safety regulations are necessary to eliminate the unsafe acts and conditions that cause preventable accidents. Carelessness, noncompliance with procedures, lack of alertness, disorganized haste, ignorance and overconfidence in the performance of duties are the most common causes of accidents. Proper instruction and supervision will reduce these problems.

9. Alertness and Vigilance. Any repeated work, no matter how dangerous, is likely to become routine and lead to carelessness. Constant alertness on the part of the employee and intelligent, close vigilance by the supervisor must be maintained to prevent accidents in operations that involve ammunition and explosives.

10. Safety and Responsibility. The two most important considerations in handling arms, ammunition and explosives are SAFETY and RESPONSIBILITY. The individual output of personnel shall never be evaluated on a competitive basis to a degree that would encourage shortcuts in safety procedures.

11. Mishap Investigation and Reporting. Every accident, incident or explosive mishap that involves ammunition and explosives operations shall be investigated and reported in accordance with OPNAVINST 5102.1D. Items that are involved in an accident or explosive mishap must not be moved except as is necessary to remove injured personnel, until the Supervisor and Safety Officer have completed the on scene investigation. The senior person on the scene shall take charge of any emergency and make the necessary contacts for assistance through the most expedient means available. Fire and medical emergencies shall be reported directly to the Fire Department. Security emergencies shall be reported to the Security Officer.

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12. Any tampering with ammunition, ammunition components and explosives is prohibited.

13. No explosive, propellant or other dangerous material with unknown stability shall be stored with other materials of unknown stability or with explosives of proven stability. Segregated storage shall be provided until the stability of the material in question has been determined and approval for appropriately marked storage has been granted by NAVORDSAFSECACT (N54).

14. Non-DOD ammunition and explosives including commercial and foreign shall not be handled, used, or stored at Navy or Marine Corps activities unless specifically authorized by the Office of the Secretary of Defense or NAVORDSAFSECACT (N54) for material owned by the DOD. Military or civilian personnel or military facilities used during peacetime civil ordnance related emergencies, such as Explosives Ordnance Disposal (EOD) operations or safe haven operations, are exempt from this requirement.

15. Magazines and magazine areas shall be kept scrupulously clean and orderly at all times. Maintenance of a high standard of cleanliness and order is one of the most important factors in fire prevention in buildings and areas where ammunition, explosives and other hazardous materials are processed, stored, or otherwise handled. A regular cleaning program shall be initiated and executed as frequently as is required to maintain good housekeeping. General cleaning should not be done while hazardous operations are being performed, and all ammunition and explosives shall be removed from the building prior to cleaning.

16. Electrical/Thunderstorm.

a. Thunderstorm Condition II Procedures. No operations shall be started if Thunderstorm Condition II is set. If Thunderstorm Condition II is set during operations, return AE to S145 and store.

b. Thunderstorm Condition I Procedures. All AE material shall be returned to S145. Personnel shall evacuate to a safe area as soon as possible. All AE operations shall be terminated.

c. Resuming Operations. No new operations will begin until Thunderstorm Conditions I and II have been secured unless specifically authorized by the Joint Base Commander.

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17. Foul Weather. The handling of AE material must be halted when weather conditions such as high winds or heavy rains seriously increase the hazards.

18. Exposure to Weather. AE shall not be unnecessarily exposed to inclement weather or direct sunlight.

19. Accessibility of Safety Equipment and Traffic Controls. Access to safety equipment, such as fire alarm stations, fire hydrants, fire extinguishers or hoses, protective clothing lockers, safety showers, thermometers, building and equipment electrical switches, the local fire bill, the sprinkler system and its shutoff valve and pressure gauges, first-aid kit locations, and similar safety equipment, shall not be blocked. The locations of safety equipment shall be appropriately and conspicuously marked to indicate the equipment's accessibility. Emergency vehicles shall have the right-of-way over all other foot or vehicle traffic.

20. Emergency Alarms. In the event of an emergency and upon the appropriate signal from authorized personnel, all operations that involve ammunition or explosives shall stop immediately.

21. Personnel Regulations. All personnel engaged in operations that involve AE and other hazardous materials shall be qualified and certified to perform their assigned duties quickly and safely. Only competent personnel who thoroughly understand the hazards and risks involved shall be permitted to perform hazardous explosives operations. All employees engaged in handling AE shall be given physical examinations in accordance with requirements in NAVSEA OP 5 Volume 1 Seventh Revision.

22. Drugs and Alcohol. No person under the influence of alcohol or drugs may participate in an AE handling operation.

23. Protective Clothing and Equipment. Personal protective equipment consists of garments and devices necessary to protect individuals against hazards inherent to the performance of specific jobs. Personal protective equipment is not to be confused with safe working attire, such as short sleeves, cuffed trousers, pocketless shirts, substantial shoes or clothes that fit properly. Provision of everyday attire that is worn by individuals to avoid unnecessary risk is the responsibility of the employee and is considered a condition of employment. To ensure compliance with applicable Safety Standards, the Safety Officer must approve personal protective equipment before it is procured or used.

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24. Leather Gloves. All personnel who handle wire rope, wooden boxes or metal banding shall wear leather gloves. The hot-caseman who catches fired case as it is ejected from breech and places it on the mat must wear leather gloves.

25. Smoking of any type is allowed in authorized smoking areas only. There is no exception to this rule.

26. Fire Division Symbols. The appropriate symbol for ammunition and explosives shall be prominently displayed near the entrances where AE is stored.

27. Flammable Materials

a. Flammable materials, such as paints, thinners, solvents, etc., shall be stored in proper containers and the quantity in use shall not exceed the minimum required for an uninterrupted operation. All flammable materials shall be returned to outside storehouses during non-working hours unless specific exceptions are authorized.

b. Hazardous Materials. Specific hazards, information and safety precautions associated with the material are listed in the applicable Material Safety Data Sheets (MSDS).

c. Hazardous material shall not be exposed unnecessarily to direct rays of the sun or to inclement weather.

28. Container Handling. Care shall be taken to avoid obliterating or defacing identification markings. If any container is found in an unsatisfactory condition, its contents shall be transferred to a proper container that is in material condition code A. The container shall be properly marked and relabeled.

29. Unsafe or Suspect Items. Immediate action shall be taken by the on-scene supervisor to correct any unsafe or hazardous situation. Explosive Ordnance Disposal (EOD) personnel must verify whether any AE material involved in a mishap is safe for further handling, transport or stowage. There are situations where suspect items may be moved to an isolated area awaiting examination by EOD. Unsafe or suspect items must be examined by the supervisor and Safety Officer on the scene and may require examination by representatives from an EOD specialist. All personnel involved shall report to their immediate supervisor any unusual or abnormal condition of any material being processed without further movement or handling of said material. If an item is punctured it shall not be moved and the item

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causing the puncture shall not be withdrawn. Disarming, resetting of safety devices, clean up of exposed explosives and removal of punctured items shall be performed by EOD personnel only.

30. Vehicle Inspection. Inspect any motor vehicle transporting Hazard Division 1.1 through 1.4, off-base, with DD Form 626, Motor Vehicle Inspection (Transporting Hazardous Materials).

31. Document completion of this briefing by each participant signing and dating the evolution briefing form.

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Record of Hazard Control Briefing/Training

Briefing Description:
This briefing was developed based on a hazard analysis per NOSSAINST 8023.11 and OPNAVINST 3500.39.

Date:	Department:	Evolution:

Instructor's Name:	Instructor's Signature:

Trainees

Name	Evolution Job Title	Signature
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		

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40MM SALUTING BATTERY EVOLUTIONS CHECKLIST

PERSONNEL

Officer in Charge
Safety Observer
Gun Captains (2)
Ammunition Handlers (2-4)

NOTE: Tasking of a gun salute shall be initiated by an ALL NAVACTS message confirming the event and indicating time intervals of rounds fired. Saluting requirements can normally be expected for President's Day, Memorial Day, Fourth of July, and as assigned to greet dignitaries arriving onboard ships.

NOTE: Loading and clearing of 40mm ammunition will be done IAW Technical Manual for 40mm Saluting Mounts and SW300-BC-SAF-010, Clearing of Live Ammo from Guns.

The Weapons Officer and Joint Base Security Officer will be notified prior to any 40mm saluting mount operations, excluding routine maintenance.

A safety brief shall be given to all personnel prior to any 40mm saluting mount operations.

A qualified safety observer will be designated and present during the briefings and operations, whose responsibility includes observing, reporting, and correcting any safety infractions.

15 FEB 2011**40MM PRE-FIRE/SAFETY BRIEF****AMMO HANDLING PRECAUTIONS:**

- a. Saluting rounds shall be protected from abnormally high temperatures (above 105 degrees).
- b. Keep rounds out of direct sunlight.
- c. Handle all saluting rounds with extreme care to prevent a potential premature ignition caused by dropping the round or striking the primer against foreign objects.

FIRING PRECAUTIONS

- a. Never stand behind the mount when firing or ejecting the empty shell.
- b. Move to the left rear of the mount before performing these operations to avoid injury.
- c. When firing, stay clear of the muzzle a minimum of 100 feet.
- d. All operating personnel must wear hearing and eye protection during firing evolutions.
- e. Do not look down and into the breech housing when firing due to potential injury from blow back residue.

MISHAP PROCEDURES:

- a. ANYONE may call out the word "SILENCE" in the event he/she observes a safety violation or mishap.
- b. Personnel shall immediately stop all activity upon hearing "SILENCE."
- c. The Safety Observer or OIC shall clear the mishap and ensure that no hazard exists prior to continuing the evolution.
- d. All mishaps shall be investigated to find the root cause and prevent future mishaps from occurring.

COLD GUN MISFIRE PROCEDURES (HOT GUN requires 75 rounds to be fired within a 4 hour period):

- a. Remove all ammo from the vicinity of the gun mount.
- b. Clear all unnecessary personnel from the vicinity of the gun mount.
- c. Wait 30 secs. after last attempt to fire.
- d. Extract round and pick it up with a hot case glove only.
- e. Immediately dispose of round and drop it in submersion bucket provided.
- f. Discontinue use of gun mount until cause of misfire has been determined and corrected.

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40MM PRE-FIRING CHECKLIST

Initial	Date	Action
		Upon receipt of request for 40mm tasking, conduct meeting with saluting team to review SOP for saluting battery, pre-fire safety/misfire procedures.
		As soon as request is made, verify quantity of ammunition available.
		T-1 week perform pre-firing checks IAW MRC 7611 R-1. Conduct a dry-firing check utilizing a spent 40mm Cartridge with a piece of tape covering the struck primer. Proper operation of the firing pin and the firing pin spring will result in the tape being indented after dry-firing the weapon.
		T-1 week or as soon as possible perform loading drills with saluting team, utilizing expended 40mm cartridges, until the team is confident that required loading/firing times can/will be met.
		T-24 hrs perform pre-fire checks IAW MRC 7611 R-1. Conduct a dry-firing check utilizing a spent 40mm cartridge with a piece of tape covering its primer. Proper operation of the firing pin and the firing pin spring will result in the tape being indented after dry-firing the weapon.
		T-24 hrs contact Port Operations (473-1168) to confirm Harbor channel will be clear for the event.
		T-24 hrs contact Harbor Patrol (473-3698) to ensure that unauthorized boats do not enter area during firing events.
		T-2 hrs breakout/transport 40mm ammunition from Bldg. S-145 and report to the Officer in Charge (OIC) at saluting battery. NOTE: Always bring four (4) extra cartridges in the event of misfires.
		T-90 mins conduct firing safety and perform pre-fire checks IAW MRC 7611 R-1. Conduct a dry-firing check utilizing a spent 40mm cartridge with a piece of tape covering its primer. Proper operation of the firing pin and the firing pin spring will result in the tape being indented after dry-firing the weapon.

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Initial	Date	Action
		T-45 mins contact Port Operations Tower (474-6262) to verify "Green Range."
		T-30 mins report to CSO, CDO, Central Dispatch, and Port Ops Tower that all pre-firing requirements have been met and saluting battery is going "Hot."
		T-10 mins insert a live round in the breech and standby for batteries released.
		T-0 commence firing IAW All NAVACTS message.
		Upon completion of the last round fired, have both saluting battery Gun Captains report round expenditure, bore and mount conditions (bore report). For example, "Safety Observer, Gun Captain, 21 rounds expended, bore, clear, no apparent casualties or damages."
		T+10 mins Report to CSO, CDO, and Port Ops Tower task completion and bore report.
		T+20 Cover the mounts and transport/ stow all extra cartridges to S-145. Report rounds expended by quantity, NALC, and Lot Number to Ammo Administrator for transaction reporting.
		T+30 mins conduct debrief with saluting team.
		T+24 hrs perform post-firing maintenance IAW MRC 7611 (R-2) requirements.

Saluting Battery Assignments:

Officer in Charge _____

Safety Officer _____

Battery P.O. _____

Gun Captain (1) _____

Ammo Handler(1) _____

Gun Captain (2) _____

Ammo Handler(2) _____

RETURN COMPLETED CHECK LIST TO WEAPONS OFFICER

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Diagrams

1. Building or site diagram is not applicable.

(a) This is a diagram of the building or site showing the location of operation related items. It includes safety related items such as fire extinguishers, fire suppression systems, eye wash stations, emergency showers, first aid kits, spill cleanup kits, ventilation systems or stations, emergency breathing devices, etc. It illustrates explosive and personnel limits, evacuation routes, and emergency exits.

(b) Building diagrams are optional when an approved diagram is posted at the facility.

(c) Site diagrams are required for temporary and/or field operations.

(d) These requirements are not applicable to magazine or magazine areas.

2. Processing diagrams includes any information needed to clarify or amplify the information provided in the step-by-step procedures. Generally, these diagrams indicate steps in the operation. Illustrations showing details or processing, material handling, excavating, and other equipment; block diagrams of processing and workflow.

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Equipment Lists

1. Equipment and Supplies

- a. Two saluting battery mounts
- b. Stop Watch
- c. Two pair hot case gloves
- d. Bucket for hot rounds
- e. Rags
- f. Oil, cleaning lubricant, and preservatives
- g. Small cleaning brush
- h. Extra firing pins
- i. Extractors
- j. Live round container
- k. Wrench, striker bushing
- l. Utility pail
- m. Roll of masking tape
- n. Two certified inert 40MM rounds
- o. Punch set and hammer
- p. Two hand-held radios
- q. Fire Extinguisher

2. Safety equipment

- a. First Aid Kit
- b. Safety Shoes
- c. Hearing Protection
- d. Eye Protection

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Emergency Response and Contingency Plans

Fire

1. On Scene Personnel Initial Actions

- a. Give an oral alarm to alert personnel in the area. Sound the building evacuation alarm, if available.
- b. Immediately report the fire by telephone. Dial 911; give exact location, building number and a brief description of the fire (i.e., type, size and if known, how it started). Do not hang up until call is acknowledged by the Fire Department. Wait and direct the fire fighters to the scene of the fire. Give assistance as required.
- c. After the fire has been reported, personnel who have received fire extinguisher training may attempt to extinguish the fire. Do not unnecessarily endanger yourself.
- d. An individual reporting a fire that does not involve explosives or toxic material will remain in the vicinity and report to the Fire Department. If the fire involves explosives or toxic materials which are burning or will probably burn, all people will withdraw to a distance of at least 600 feet from the scene of the fire. Lifesaving procedures will take precedence.
- e. All fires, regardless of the degree of intensity, will be promptly reported to the Fire Department by dialing 911. The fact that a fire has been extinguished does not nullify the responsibility to notify the Fire Department for proper investigation and evaluation.

2. Follow-Up Actions

- a. Report status to CDO.
- b. Secure the area.

Explosion

1. On Scene Personnel Initial Actions

- a. Announce/sound the alarm in the immediate area. Evacuate the area. Call fire department and security as soon as possible.
- b. Brief status to initial response team personnel

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2. Follow-Up Actions

- a. Report status to CDO.
- b. Secure the area.

Mechanical Failure

1. On Scene Personnel Initial Actions

- a. Announce in the immediate area the type of casualty.
- b. Contact supervisor.

2. Follow-Up Actions

- a. Report status to CDO.
- b. Secure the area.
- c. Perform actions as necessary to prevent personnel injury and/or damage to ordnance.

Personnel Injury

1. On Scene Personnel Initial Actions

- a. Announce in the immediate area the type of casualty.
- b. Secure the area. Call fire department/ambulance as soon as possible.

2. Follow-Up Actions

- a. Report status to CDO.
- b. Secure the area.
- c. Provide first aid to the victim. Do not move the victim if there is a possibility of aggravating the injury. Remove only to prevent further injury or loss of life.

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Emergency and Key Phone Numbers

CDO	808-864-2460
Base Police	808-474-7679
Fire Department	808-474-2222
EOD	808-471-7112
Explosives Safety Office	808-471-1111 Ext. 132