



DEPARTMENT OF THE NAVY

COMMANDING OFFICER
NAVAL BASE SAN DIEGO
3455 SENN RD.
SAN DIEGO, CA 92136-5084

NAVBASESANDIEGOINST 3443.1
N21
4 Sep 07

NAVBASE SAN DIEGO INSTRUCTION 3443.1

Subj: FORCE PROTECTION CHEMICAL, BIOLOGICAL, RADIOLOGICAL,
NUCLEAR AND HIGH YIELD EXPLOSIVE (CBRNE) PROTECTIVE GEAR
(PG) ISSUE OPERATING PROCEDURES

Ref: (a) COMNAVREGSWINST 3440.1A
(b) OPNAVINST 3440.17
(c) DoD Directive 2000.12H
(d) CNICINST 3440.17

Encl: (1) Table of Contents
(2) CBRNE PG Issue Operations

1. Purpose. To provide instructions concerning the issue/return and storage of Naval Base San Diego (NBSD) Force Protection's CBRNE PG. The CBRNE PG issue is located in building 74, room 79, adjacent to Ready for Issue (RFI).

2. Background. Reference (a) issues guidance to individual sub-regions for development and maintenance of sub-regional specific response plans to mitigate the effects of and recover from a weapon of mass of destruction (WMD)/CBRNE incident and to establish procedures for and define responsibilities of the Navy Region Southwest staff during a WMD/CBRNE response. Reference (b) provides policy, guidance, operational structure and assignment of responsibilities for a comprehensive, all-hazard Emergency Management Program (EMP) at Navy Regions and Installations. Reference (c) provides DoD general anti-terrorism policy and standards. Reference (d) provides guidance to implement the Navy Installation EMP within the area of responsibility assigned to an area's Commander.

3. Scope. Enclosures (1) and (2) describe the policies and procedures of the CBRNE issue. The policies and procedures include: A list of personnel allowed access to the CBRNE PG issue, guidelines for facility procedures and daily operations, key control procedures, guidelines for types of inventory and procedures for issuing and returning CBRNE PG.

4. Action. CBRNE PG is stored inside the CBRNE PG Issue room and is broken down into kits. The CBRNE PG Kits include: Millennium mask (Appendix A), CBRNE Protective Suit (either

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SIGMON or TYVEK brand, Appendices B and C), CBRNE protective boots (either SIGMON or TYVEK brand, Appendices D and E) and a riot canister and CBRNE canister (Appendix F). All contents of the CBRNE PG Kits will be stored and sealed in CBRNE PG bag (Appendix G).



D. R. SMITH

Distribution:

www.navbasesd.navy.mil/index.htm

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APPENDIX

| | |
|---|---------------------------------------|
| A | Photo Millennium Mask |
| B | Photo Sigmon Suit (Opened) |
| C | Photo Tyvek Suit (Opened) |
| D | Photo Boots (Sigmon Suit) |
| E | Photo Boots Tingly (Tyvek Suit) |
| F | Photo Riot Canister, CBRNE Canister |
| G | CBRNE PG Kit (Sealed) Inside Bag |
| H | CBRNE PG Issue Coordinator Statement |
| I | CBRNE PG Issue Custodian Statement |
| J | CBRNE PG Issue Visitors Log |
| K | Page 13 Entry |
| L | Template of CBRNE PG Issue Card |
| M | Template of Inventory Check Out Sheet |

CBRNE PG ISSUE OPERATIONS

1. Responsibilities

a. The Force Protection Officer (FPO) is responsible for the overall operation of the CBRNE PG Issue.

b. The CBRNE PG Coordinator is responsible for CBRNE PG Issue, administrative duties, inventory and maintenance of CBRNE equipment. The CBRNE PG Coordinator will sign the CBRNE PG Issue Coordinator Statement (Appendix H) to verify he/she has been trained and acknowledge his/her responsibilities.

c. The CBRNE PG Custodians are trustworthy personnel selected by the Shift Watch Commander, with the approval of the FPO. The CBRNE PG Custodian is responsible for the daily accountability of issuing and receiving CBRNE PG. The CBRNE PG Custodian will report directly to the CBRNE PG Coordinator and Watch Commanders regarding CBRNE PG Issue matters. Each shift will have two designated CBRNE PG Custodians. The CBRNE PG Coordinator will ensure each CBRNE PG Custodian is trained and signs the CBRNE PG Issue Custodian Statement (Appendix I).

2. Access

a. Only authorized personnel are allowed to access the CBRNE PG Issue. All visitors will be required to sign in on the Visitors Log (Appendix J), before entry is granted and sign out on the Visitors Log before departing CBRNE PG Issue. The Visitors Log will be stored in CBRNE PG Issue at all times. Visitors are limited to official business only and allowed access for the following reasons:

(1) Training for CBRNE PG Custodian.

(2) Inspections.

(3) Official Command Visitors.

(4) Maintenance.

(5) Any emergency situation requiring additional personnel to assist in CBRNE PG issue.

(6) Other visitors approved by the FPO.

3. Facility Procedures

a. CBRNE PG Issue is designated as a RESTRICTED AREA. Only the CBRNE PG Coordinator, Custodians and authorized visitors as outlined above will be allowed access.

b. The CBRNE PG Issue door will be secured AT ALL TIMES.

c. CBRNE PG will not be left unattended unless the CBRNE PG Issue door is secured.

d. The CBRNE PG Issue space will be maintained in a high state of cleanliness at all times.

4. Key Control

a. All keys will be issued by the Physical Security Specialist.

b. Custody of the keys will be maintained by logged receipt of the keys in the Key Control Logbook located in the RFI.

c. The CBRNE PG Coordinator, Shift Supervisor, Physical Security Specialist and the FPO will immediately be notified of missing keys.

5. Inventory

a. Daily Inventory. During heightened force protection condition (FPCON) daily inventory will be conducted by the CBRNE PG Custodian at the beginning of every shift to verify all CBRNE PG is returned from the off-going section. An inventory sheet will be signed by the oncoming CBRNE PG Custodian and submitted to the CBRNE PG Coordinator and on file in the CBRNE PG Office.

b. Monthly Inventory. Regardless of FPCON, a 100 percent physical count will be conducted monthly by the CBRNE PG Coordinator to verify all PG are accounted for.

c. Quarterly Inventory. Regardless of FPCON, quarterly inventory will be conducted by personnel designated by the FPO. A report of the inventory results shall be completed by the CBRNE PG Coordinator and submitted to the FPO for review.

d. Inventory Control

(1) All issued and received equipment will be logged and the receiving personnel will sign Inventory Check-out log (Appendix M).

(2) All inventory discrepancies will be reported to the CBRNE PG Coordinator and Shift Supervisor.

6. Issue and Return of CBRNE PG Equipment

a. Prior to being issued CBRNE PG equipment, each recipient will sign a Page 13 (Appendix K) acknowledging their responsibility for all CBRNE PG.

b. Each recipient will be issued a CBRNE PG check-out card, (Appendix L) to be turned in to the CBRNE PG Custodian at issue and the card will be returned upon check-in of CBRNE PG.

c. CBRNE PG Kit will be sealed with a tamper evident seal shown in Appendix G which will be verified at issue and return by both recipient and the CBRNE PG Custodian. This seal will not be broken unless there is an emergency situation which causes equipment to be used.

d. Issue procedures for CBRNE PG Kits

(1) CBRNE PG check-out card is presented to CBRNE PG Custodian.

(2) CBRNE PG kit assigned to recipient is issued.

(3) Seal is checked by recipient and CBRNE PG Custodian.

(4) Recipient will sign Inventory check-out sheet (Appendix M) verifying receipt of kit.

(5) CBRNE PG Custodian will initial verifying kit has been issued.

e. The CBRNE PG Kit Inventory check-out sheet will be turned in to the CBRNE PG Coordinator's office daily. Record of CBRNE PG Kits will be maintained by the CBRNE PG Coordinator.

f. Return procedures for CBRNE PG Kits

- (1) CBRNE PG Kit is turned over to CBRNE PG Custodian.
- (2) Seal is checked by recipient and CBRNE PG Custodian.
- (3) Recipient will sign Inventory check-out sheet, (Appendix M) verifying kit turn over and that the seal is in place.
- (4) CBRNE PG Custodian will sign Inventory check-out sheet verifying CBRNE PG Kit has been returned and stored.
- (5) CBRNE PG check-out card is returned to recipient.

7. Donning and Doffing Instructions

a. Pre-Donning/Inspection

(1) If the CBRNE PG Kit tamper evident seal is broken while in the CBRNE PG custodian's custody, it is the responsibility of the custodian to ensure all components are still sealed in their manufacturer sealed packages. If packages are unsealed, the CBRNE PG custodian will conduct an inspection to ensure that all components including fabric, gloves, zippers, seams and suit-to-component interfaces are in good working condition and provide adequate protection for the operation and chemicals to be encountered. Any suit, which does not pass the visual inspection, should be immediately removed from service.

(2) If the CBRNE PG Kit tamper evident seal is broken while in the wearer's custody, it is the responsibility of the wearer to report the broken seal to the CBRNE PG custodian. The CBRNE PG custodian will then complete above inspection and re-issue as appropriate.

Warning: Failure to fully inspect garments and/or report broken CBRNE PG Kit seal may result in serious injury or death to the wearer.

b. Donning Instructions

(1) Don the respirator face piece and verify for a positive seal.

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(2) When possible, use the two person "buddy" system having someone available to assist while putting on the suit.

(3) Underclothing should be worn under the chemical suit. As a minimum, a long sleeve shirt and long pants or long underwear are recommended. Flame retardant underclothing should be considered. To achieve this requirement all sentries will roll down the sleeves of their camouflage blouse, while maintaining the blousing of the camouflage trousers.

(4) Remove all personal affects that might result in damage to the suit. (Pens, Badges, Jewelry, etc.).

(5) Remove shoes.

(6) While seated, place both legs into the suit. Pull up to the waist.

(7) Place both feet into outer cover boots and pull down splash guards over the tops of the boots.

(8) Place arms into sleeves, close the zipper cover, ensuring the velcro is aligned properly.

(9) When possible, use the two person "buddy" system to inspect to make sure the hood has a good seal around the respirator.

c. Doffing Instructions

(1) Leave the work area or hot zone while enough air filter supply remains to safely reach the decontamination area before removing.

(2) If the suit has been exposed to hazardous chemicals, exercise proper decontamination procedures before removing.

(3) Remove the suit while keeping the face respirator in place.

(4) Dispose of suit.

(5) Decontaminate boots for reuse.

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(6) Keep respirator on until instructed by decontamination team to remove.

8. Decontamination

a. Hazardous Material Response Team (HMRT).

(1) The Federal Fire Department HMRT will provide assistance in the proper disposition of contaminated clothing/equipment.

b. Decontamination site selection

(1) Federal Fire Department Hazardous Materials Unit will select a remote site away from product. Location may differ depending on wind direction, topography or weather.

APPENDIX A



**MILLENNIUM MASK
(W/TRAINING RESPIRATOR)**

APPENDIX B



SIGMON SUIT (OPENED)

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APPENDIX C



TYVEK SUIT (OPENED)

APPENDIX D



BOOTS (SIGMON SUIT)

APPENDIX E



BOOTS TINGLY (TYVEK SUIT)

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APPENDIX F



**RIOT CANISTER (LT), CBRNE CANISTER
(RT)**

APPENDIX G



CBRNE PG KIT & SEAL

APPENDIX H

CBRNE PG ISSUE COORDINATOR STATEMENT

I am accepting the responsibility of CBRNE PG Coordinator. I have been trained and I am aware of the requirements of this position, and I will perform my duties to the best of my ability. I understand that I am responsible for the accountability, maintenance, and overall storage of Force Protection CBRNE PG.

I have read and understand NAVBASESANDIEGOINST 3443.1. The processing described within this instruction can be performed in a safe and environmentally sound manner. I have made sure that all persons assigned to the CBRNE PG Gear Issue are trained and have read and understand the requirements of this instruction.

The CBRNE PG Coordinator will conduct an annual review of this instruction during recurring operations and will document the review by signature below.

| CBRNE PG ISSUE COORDINATOR SIGN | DATE |
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ANNUAL REVIEW

| SUPERVISORS NAME (SIGN) | DATE |
|--------------------------------|-------------|
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APPENDIX K

ADMINISTRATIVE REMARKS

NAVPERS 1070/613 (REV. 10-81)
S/N 0106-LF-010-6991

E-32

| SHIP OR STATION | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|----------------------|----------------------|-----------|-------------|---------------|--------------|------------|------|---------|-------------------|---------------------|---|-----------|--|-----------------|--------------------|---|-----------|--|--------------------|----------------------|---|-----------|-------------|-----------------|-------------------|---|-----------|--|--------------|--------------------|---|-----------|--|-----------------|----------------------|---|-----------|--|
| SUBJECT | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <input type="checkbox"/> PERMANENT <input type="checkbox"/> TEMPORARY | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| AUTHORITY (IF PERMANENT) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>3/13/2007</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">KIT IDNSN-P/N</th> <th style="text-align: left;">NOMENCLATURE</th> <th style="text-align: left;">QTY ISSUED</th> <th style="text-align: left;">DATE</th> <th style="text-align: left;">SERIAL#</th> </tr> </thead> <tbody> <tr> <td>00245153 10046570</td> <td>AIR PUR-RESP FILTER</td> <td>1</td> <td>1/24/2007</td> <td></td> </tr> <tr> <td>00245153 823309</td> <td>BOOTS TINGLEY SZ 9</td> <td>1</td> <td>1/24/2007</td> <td></td> </tr> <tr> <td>00245153 100007422</td> <td>GAS MASK MILLENIUM M</td> <td>1</td> <td>1/24/2007</td> <td>20SNT4K2544</td> </tr> <tr> <td>00245153 874R08</td> <td>GLOVES BUTYL SZ M</td> <td>1</td> <td>1/24/2007</td> <td></td> </tr> <tr> <td>00245153 501</td> <td>INSERT COTTON SZ M</td> <td>1</td> <td>1/24/2007</td> <td></td> </tr> <tr> <td>00245153 511160</td> <td>SUIT COVERALL MEDIUM</td> <td>1</td> <td>1/24/2007</td> <td></td> </tr> </tbody> </table> <p>I have received each of the above items in good condition and observed the kit being sealed with #245153.</p> <p>I understand that I will be issued a sealed CBRNE PG kit at the beginning of shift and I am responsible for returning the sealed kit to CBRNE PG issue at the end of each shift.</p> <p>I am aware that I am responsible for this kit and all of its contents and will not break the seal unless an emergency situation arise which requires me to use the gear issued.</p> | | | | | KIT IDNSN-P/N | NOMENCLATURE | QTY ISSUED | DATE | SERIAL# | 00245153 10046570 | AIR PUR-RESP FILTER | 1 | 1/24/2007 | | 00245153 823309 | BOOTS TINGLEY SZ 9 | 1 | 1/24/2007 | | 00245153 100007422 | GAS MASK MILLENIUM M | 1 | 1/24/2007 | 20SNT4K2544 | 00245153 874R08 | GLOVES BUTYL SZ M | 1 | 1/24/2007 | | 00245153 501 | INSERT COTTON SZ M | 1 | 1/24/2007 | | 00245153 511160 | SUIT COVERALL MEDIUM | 1 | 1/24/2007 | |
| KIT IDNSN-P/N | NOMENCLATURE | QTY ISSUED | DATE | SERIAL# | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 00245153 10046570 | AIR PUR-RESP FILTER | 1 | 1/24/2007 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 00245153 823309 | BOOTS TINGLEY SZ 9 | 1 | 1/24/2007 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 00245153 100007422 | GAS MASK MILLENIUM M | 1 | 1/24/2007 | 20SNT4K2544 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 00245153 874R08 | GLOVES BUTYL SZ M | 1 | 1/24/2007 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 00245153 501 | INSERT COTTON SZ M | 1 | 1/24/2007 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 00245153 511160 | SUIT COVERALL MEDIUM | 1 | 1/24/2007 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| NAME (Last, First, Middle) | SSN | BRANCH AND CL | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

APPENDIX L
NAVAL BASE SAN DIEGO FORCE PROTECTION NAVAL BASE SAN DIEGO FORCE PROTECTION

CBRNE PG ISSUE CARD

NAME:
RANK:
PID:

KIT ID:

RECIPIENT SIGNATURE

CBRNE PG COORDINATOR

KIT ID:

