



DEPARTMENT OF THE NAVY

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

NAVBASESANDIEGOINST 8023.5B
N43
2 May 06

NAVBASE SAN DIEGO INSTRUCTION 8023.5B

Subj: TRANSPORTATION OF SMALL ARMS AND SMALL ARMS AMMUNITION BY
PERSONNEL TO, FROM, OR ABOARD NAVAL BASE SAN DIEGO (NBSD)

Ref: (a) NAVSEA OP5, Volume 1
(b) OPNAVINST 5530.13C
(c) NAVBASESANDIEGOINST 8023.1W
(d) OPNAVINST 8020.14

1. Purpose. To promulgate policy on handling and transporting small arms and small arms ammunition aboard NBSD.

2. Cancellation. NAVSTASANDIEGOINST 8023.5A.

3. Background

a. Reference (a) applies to all Navy and Marine Corps activities, and provides guidance on all ammunition and hazardous material transportation via government vehicles driven by individuals who are explosives driver qualified. Exceptions may be granted by the Commanding Officer (CO), NBSD for small arms ammunition transfers to the practice range for the purpose of small arms marksmanship. Reference (b) applies to the physical security of all conventional Arms, Ammunition and Explosives (AA&E) owned or contracted by the Department of the Navy. Additionally, reference (b) states:

(1) Individuals issued or in possession of AA&E are responsible for its security.

(2) Only mission essential quantities of AA&E should be removed from designated storage areas, and only for as brief a time as possible.

(3) Individuals receiving sub custody of small arms must obtain authorization from the CO or his/her designated representative and sign a custody receipt listing serial number and type of item(s) received. If the receiver is unable to provide adequate physical security as outlined in reference (b), he/she may check out small arms and related ammunition only as an immediate need exists, and must return them to the original responsible activity once the need no longer exists.

b. Reference (c) requires all ammunition and explosive transfers, including small arms transfers to the range, be coordinated and planned by NBSD, Explosives Safety Officer (ESO).

4. Scope. This instruction applies to afloat and tenant commands, as well as all personnel, military or civilian who enter NBSD.

5. Policy

a. Ammunition Handling

(1) Ammunition handling on board NBSD shall be performed only by qualified and certified personnel through their respective CO per reference (d). Afloat commands shall ensure all personnel assigned to transport or handle small arms ammunition to, or from, the range are qualified per reference (a).

(2) Ammunition transported by all commands to the NBSD range shall meet the requirements of reference (c) and shall be coordinated through NBSD ESO.

(3) Approval requires, on the day of transfer, the transporting activity notify the Federal Fire Department Dispatcher, phone 524-2030 prior to movement.

(4) Under no circumstance will small arms ammunition be left unattended for any period of time.

(5) All handling safety precautions outlined in reference (a) are applicable.

b. Responsibilities

(1) NBSD ESO shall coordinate all small arms transfers to/from the NBSD range, as well as other ranges.

(2) NBSD range masters shall ensure NBSD ESO is notified of all planned range activities. Additionally, they will ensure all commands desiring use of the NBSD range have coordinated all small arms ammunition moves through NBSD ESO utilizing enclosure (2) of reference (c).

(3) NBSD armory or qualified regional security personnel shall transport all armory ammunition to the NBSD range, regardless of ownership.

c. Transportation

(1) Government issue ammunition on board NBSD shall be transported in approved government vehicles or by an authorized commercial carrier. Transportation of ammunition by privately owned vehicle is **not authorized**.

(2) Personnel transporting small arms to, or from the range will not leave the vehicle unattended or provide transportation to non-essential personnel.

(3) All small arms ammunition will be transported in approved containers/packages and must have an approved seal to prevent tampering.

(4) Reference (b) lists the required safety equipment and procedures required to transport small arms ammunition.

(5) Vehicles transporting over 1,001 pounds gross weight of small arms ammunition over public highway to or from NBSD:

(a) Will have a completed DD Form 626 (Motor vehicle inspection) and a DD Form 826 (Dangerous Goods Shipping Paper).

(b) Vehicle must have the appropriate fire symbol placard (i.e. Explosives 1.4 or Dangerous).


D. R. SMITH

Distribution:
www.navbasesd.navy.mil/index.htm