

Fort Carson Physical Security AA&E Check List

REFERENCE.

AR 190-11, Physical Security of Arms, Ammunition, and Explosives
AR 190-13, The Army Physical Security Program
AR 190-14, Carrying of Firearms and Use of Force for Law Enforcement and Security Duties
AR 190-40, Serious Incident Report
AR 190-51, Security of Unclassified Army Property
AR 710-2, Inventory Management Supply Policy Below the Wholesale Level
FC Reg 190-11, Physical Security of Arms, Ammunition and Explosives
FC Reg 190-13, Installation Physical Security Plan
FC Reg 190-25, Crime Prevention
FC Reg 735-5, Conventional Ammunition Supply, Security, and General Principles
FC Policy Letter L-14, dated 20 Aug 99, Security of Night Vision Devices
FC Policy Letter L-35, dated 20 Aug 99, Accountability and Security of Class V (Ammunition and Explosives)

NOTE: All applicable regulations will be placed on a CD and provided to the deploying unit.

Time Zone Used throughout Annex K: Sierra (Local, MST)

1. SITUATION: Operation Noble Eagle/Enduring Freedom

2. MISSION

a. 7th ID and Fort Carson provide security information and assistance in support of Operation Noble Eagle and Enduring Freedom during mobilization training.

b. 7th ID and Fort Carson provide security information and assistance in support of Operation Noble Eagle and Enduring Freedom during demobilization training.

3. EXECUTION

a. Access to Armed Storage Facilities.

(1) Command Oriented Screening. Commanders must ensure that each person being granted unaccompanied access to arms, ammunition, and Explosives (AA&E) and keys to AA&E have been interviewed for suitability as required by AR 190-11, para 2-11, and that a DA Form 7281-R (Command Oriented Security Screening and Evaluation) has been initiated. To allow for proper screening commanders should forward copies of the completed screenings to the Fort Carson MP Station with a courtesy copy provided to

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the Fort Carson Physical Security Branch. These forms must arrive NLT 10 days prior to unit arrival.

(2) Unaccompanied Access Rosters. Personnel being granted unaccompanied access to the unit arms room must be placed on an unaccompanied access roster. This roster will be posted in the unit arms room. (AR 190-11, para. 4-19a)

b. Required Arms Room Signage. (Provided by the Fort Carson Physical Security Branch)

(1) Arms rooms will be marked with a Restricted Area sign. Refer to AR 190-13, Chap 6-4, and AR 190-11, para 4-15, for correct verbiage and placement of sign.

(2) Arms rooms will be marked with an IDS warning sign directly outside the door and on all interior walls directly outside the entrance to the Arms Room. Refer to AR 190-11, chap 4-16 and App F for sign dimensions.

(3) The DA Message dated 15 Jan 1998, Subject: Lautenberg Amendment for the carrying of firearms by an individual, will be placed on the exterior part of the arms room door.

(4) A current copy of the DA form 4604-R will be placed on the inside back of the Arms room door. Fort Carson Physical Security Branch will ensure a current copy of the Construction Statement has been issued for the applicable arms rooms.

c. Appointment Orders.

(1) Physical Security Officer [FC Reg. 190-11, para 5 a(8)]. Each unit will appoint in writing a Physical Security Officer in the grade of E-7 or above.

(2) Key Custodians (Primary and Alternate). (DoD 5100.6-M, para C2.5 & AR 190-51, App D)

d. Storage of Night Vision Devices (NVD) & Bayonets.

(1) Night Vision Devices. All NVD will be stored with either IDS or constant surveillance. NVD will be stored in a manner that verifies the presence of each NVD during physical counts. The person conducting the inventory must physically inspect the NVD, not just the presence of the case. [FC Reg 190-11, para 7e(1) & (2)]

(2) Bayonets. Bayonets will be stored in a container banded, locked, sealed in a way that will prevent bayonet removal without leaving visible signs of tampering. [FC Reg 190-11, para 7b(6)(a)]. A memorandum authenticated by an officer, NCO, or authorized civilian will be affixed to the container. Serial number of seal will be recorded on all inventory documents.

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e. Ammunition Storage. [FC Reg. 190-11, para 7b(8)(a)]

(1) Only ammunition considered “operational load”, i.e., guard ammunition, is authorized storage within the Fort Carson arms rooms and may not exceed 2000 rounds. Storage of ammunition within the arms room must be approved in writing by the first O-5 within the chain of command. Ammunition drawn for training must be stored at the Ammunition Holding Area (AHA) or at a field AHA south of Cottonwood Junction. Refer to [FC Reg 735-5, para 2-8b] for additional information.

(2) Ammunition will be stored in sealed containers and recorded on all inventory records.

f. Arms Racks. [AR 190-11, para. 4-2 c(3)]

(1) Any locally fabricated and/or modified arms racks, if not already registered and serially stamped, must be approved by the Fort Carson Logistics Area Representative (LAR).

(2) Units will coordinate with the Fort Carson Physical Security Branch, Bldg 2757 for resolution of unregistered racks.

g. Required Inventories. [FC Reg 190-11, para 7c(4)(c)]

(1) Change of Custody. Each time the AA&E keys are transferred from one custodian to another a 100 percent inventory of the arms room and the arms room keys must occur. This inventory will be done jointly with the incoming custodian affixing his/her signature on DA Form 2062 and 5513-R.

(2) Physical Count. A daily physical count inventory will be conducted upon opening and closing of the arms room. The closing inventory will be conducted by a disinterested person in the grade of E-5 or higher. The closing inventory may not be conducted by the armorer. The inventory will be annotated on DA Form 2062, and kept on file until departure from the deployment station.

(3) Serial Number. Arms rooms will be inventoried by serial number for 100% accountability on a weekly basis. Results of this inventory will be recorded on an informal memorandum. [FC Reg 190-11, para 7c(4)(e)].

(4) All AA&E and other sensitive items stored within the arms room will be recorded on all inventory records.

h. Locks and chains.

(1) High Security Lock. The Arms rooms door must be locked with a DOD approved high security padlock (NSN: MIL-P-43607G) and hasp (NSN: MIL-H-

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43905B). [IAW AR 190-11, para 4-2e(1)] Locks can be obtained from the Naval Civil Engineering Laboratory, Port Hueneme, CA. They can be contacted at DSN 360-5927 or COM: 805-982-5927, or contact the Physical Security Branch, Fort Carson at 526-2760 or 526-3576.

(2) Security Chains. Arms racks must be chained together to meet the minimum weight requirement of 500 pounds. Chains used to secure weapons racks shall meet Federal Specification RR-C-271, Table 4, Type 1, Grade C, Class 4, be heavy duty hardened steel, welded, straight link steel, galvanized of at least 5/16-inch thickness. These chains are available through Defense Supply Center Richmond, and the NSNs are listed below:

NSN

4010-00-149-5583	5/16-inch
4010-00-184-3476	3/8-inch

i. AA&E and Administrative Key Control.

(1) All conventional arms & ammunition keys must be stored at next higher headquarters for overnight storage. [FC Reg 190-11, para. 7d(4)]

(2) When AA&E Keys are transferred between authorized persons (change of custody) they will conduct a 100% sensitive items inventory. [FC Reg 190-11, para 7c (4)(c)]

(3) Units will conduct a 100% serial number inventory semiannually.

(4) All key inventories must include both the primary and secondary (alternate) sets.

(5) AA&E Keys will be secured on a welded key ring.

(6) Personnel having unaccompanied access to AA&E keys must undergo a Command Oriented Security Screening. (AR 190-1, para 2-11)

j. Integrated Commercial Intrusion Detection System (ICIDS).

(1) Personal Identification Cipher (PIC). Personnel requiring unaccompanied access to their arms storage area will be issued a PIC. PICs will be issued from the ICIDS Monitor Station, building 2757, between the hours of 0900-1500, Monday thru Friday. Prior to being issued a PIC an unaccompanied access roster and copies of the completed 7281-Rs must be on file at the ICIDS Monitor Station.

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(2) ICIDS Activation. Prior to placing AA&E in the arms storage facility the installed ICIDS must be activated. Unit will submit an activation memorandum 48 hours prior to the requested activation date to the Physical Security Branch, ATTN: ICIDS Systems Administrator.

(3) ICIDS Deactivation. Once units no longer have a need for the arms room they will submit a memorandum to the Physical Security Branch, ATTN: ICIDS Systems Administrator, requesting deactivation of the alarm system. Arms rooms must be devoid of all AA&E and sensitive items prior to deactivation of the system.

(4) ICIDS Failure. In the event the alarm system becomes inoperative a dedicated armed guard must be posted to observe the arms room. Unit will report all system failures to the ICIDS Monitor Station, 526-0637. [AR 190-11, para 5-2 a(2)(a) and FC Reg 190-11, para 7f(2)]

(5) Walk Test. Monthly ICIDS walk test to ensure proper internal functioning of the IDS sensors are required with the results recorded on an informal memorandum. (FC 190-11, para 7f(6) and appendix D)

k. AA&E and other sensitive items sign out procedures.

(1) Weapons and Ammunition Issue and Turn-In Register (FC Form 83-2). Personnel removing AA&E and other sensitive items from the arms room must affix their signature to FC Form 83-2. Results of the Walk Test will be retained on file for 90 days. Issuing assigned weapons to the authorized individual reflects the master authorization list (MAL). Forms are available at the Fort Carson Physical Security Branch, Bldg 2757.

(2) Equipment Receipt (DA Form 3749). All individuals assigned a Weapon, must be issued a DA Form 3749 Equipment Receipt. Individual will surrender their Equipment Receipt each time an assigned weapon or sensitive item is removed from the arms room. DA Forms 3749 are used in conjunction with the sign-out registers. (DA Pam 710-2-1, para. 5-6b)

l. Security of AA&E during training and in field environment (AR 190-11 and DA Pam 710-2-1). Commander will take these steps to secure AA&E when deployed in the field:

Security of AA&E in the field.

(1) During field training, unit should have approved arms racks or containers available to secure weapons that may be turned in for any reason.

(2) Weapons and Night Vision Devices (NVD) must be accounted for twice daily.

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(3) Upon returning to garrison, a 100 percent serial number inventory of weapons and NVD will be conducted and recorded before releasing personnel.

(4) AA&E are always under continuous positive control by an assigned guard or guards.

(5) Commanders will appoint a responsible person charged with custody of AA&E who has the capability to sound an alarm if a theft is attempted.

(6) Commanders appoint a response force who is available to respond to an alarm.

(7) A system of supervisory checks is established by the commander to make sure personnel comply with security procedures. The commander or his designated representative performs supervisory checks of the AA&E holding area to be sure the AA&E being guarded has not been tampered with.

(8) Control of ammunition and explosives during field training or range firing is monitored closely by personnel. Upon completion of training, the area(s) is policed and

unused ammunition and explosives collected for turn-in. Personnel should be closely checked to be sure unused ammunition and explosives are not retained. Close supervision by officers and noncommissioned officer can eliminate most security/accountability problems in the training area.

(9) Selection of personnel to perform guard duties at AA&E holding areas is closely monitored by commanders to make sure only responsible individuals are assigned that duty.

(10) Weapons losses are immediately reported to the MPs and local authorities having jurisdiction if off the military installation.

(11) Before leaving the field environment each unit conducts a 100 percent physical count of AA&E and other sensitive items. Commanders must be sure that first and second-line leaders are aware of this responsibility.

(12) Weapons remain in the possession of the individual to whom they are issued unless placed in an authorized storage area. Wheel vehicles are not considered authorized storage areas.

(13) Issued weapons are not relinquished to another person except under emergency conditions.

(14) Pistols and revolvers are secured to the person by either a locally made or military issued field lanyard. Pistols and revolvers that lack a device to affix the lanyard

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are secured by running the lanyard through the trigger guard with care taken not to interfere with the functioning of the weapon.

(15) During the night, unloaded weapons are placed inside the sleeping bag with the person to whom assigned. NOTE: Under no circumstances is a weapon left unattended.

(16) When using a “porta pottie” weapons are unloaded and taken inside.

(17) When riding in a vehicle, individual weapons should be in racks, holsters, or immediate possession of the individual.

(18) If weapons are stored in approved arms racks, racks are chained together in pairs or more using an approved padlock and chains. Locking bars on the racks are secured with an approved padlock to prevent unauthorized access. Weapons in racks are to be kept under constant surveillance.

(19) Turn in unattended weapons to the unit noncommissioned officer or officer.

(20) For weapons on board tanks, aircraft, or other vehicles, post a guard.

Ammunition and explosives security.

(1) Ammunition and explosives may be stored in a range control building or vehicle under constant surveillance.

(2) Temporary open storage.

(a) Consolidate ammunition and explosives in one location.

(b) Erect a perimeter barrier with three strands of concertina wire stacked in a pyramid shape. The fence should have only one entry/exit point. Single strands of concertina may be used if the exercise is a mobile situation (i.e., being in one location less than 24-hours).

(c) Entry and exit procedures will include spot checks of personnel and vehicle for unauthorized material.

(d) Use security identification cards, badges, or sing-in and out system for admission to ammunition storage areas.

(e) Only Government vehicles are allowed entry to the storage area to load and unload AA&E.

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(f) Inventory accountability and control of ammunition temporarily stored in a holding area will meet the following accountability and control requirements:

1. Inventories conducted at time of storage and every 24 hours thereafter.
2. Report inventory shortages to commander for serious incidence reporting.
3. When more than one unit is using the same storage area, separate and identify training ammunition stocks by unit.

(g) Post guards. Guards provide constant surveillance of ammunition temporarily stored in the holding area as follows:

1. Arming of guards protecting ammunition will be at the discretion of the commander concerned. In determining the need to arm guards, consideration must be given to the safety, the category of ammunition stored, and to the threat of possible unauthorized intrusion. Commanders are directed to review AR 190-14 (Carrying of Firearms and use of Force for Law Enforcement and Security). If guards are armed be sure that they are briefed on AR 190-14 and are qualified with their assigned weapons. (CAT I, i.e., LAWS, Stingers, and others in ready to fire configuration require armed guards during temporary storage.)

2. If armed guards are used, they will be outside of the site perimeter.

3. The use of armed guards for security of ammunition issued to crews of tanks, self-propelled artillery, or crew served weapons and stored within their vehicles, is at the discretion of the unit commander.

4. Personnel performing guard duties are provided a communication system other than voice (i.e., radio, whistles, horns) as a means of reporting intrusion or requesting assistance from the sergeant-of-the-guard or other appropriate response force.

(h) Provide security lighting at the storage site if available (i.e., generator and light set).

(i) Post the area with restricted area signs. Signs should be acquired by work order to DPW prior to field exercises.

(j) Supervisory personnel conduct periodic checks to ensure guards are on duty and to deter the presence of unauthorized personnel. Roving patrols may be used to meet this requirement.

(k) Be sure ammunition residue is turned in. Mark those items that can be reissued for training (i.e., Law launcher) to prevent them from being turned in as accountable residue or restoration to their original configuration.

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(l) Personnel wishing to use the Ammunition Holding Area (AHA) prior to or subsequent to down-range activities must coordinate with the Ammunition Supply Point (ASP).

m. Use of Force. (AR 190-14)

n. Security Briefing. A two hour block of training will be provided to those personnel designated arms room responsibilities. Coordinate with the Physical Security Branch, (719)526-2760 to arrange the date and time. Training will be conducted at the Physical Security classroom in building 2757.

m. POC List:

Mr. Pete Morris, Chief , (719) 526-2760 or 3576 (FAX 3961)

SFC Spaulding – (719) 526-0080/0082

Physical Security Branch – Bldg 2757

ICIDS Monitor Station – Bldg 2757, 526-0637

MP Desk – 526-2333

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