



UNITED STATES MARINE CORPS

4TH FORCE SERVICE SUPPORT GROUP
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GruO 1501R.1

G-3T

8 Sep 99

GROUP ORDER 1501R.1

From: Commanding General
To: Distribution List

Subj: STANDARD OPERATING PROCEDURES FOR OCONUS, JOINT SERVICES OPERATIONS/EXERCISES, AND HAZARDOUS TRAINING SAFETY CONFIRMATION BRIEFS

Ref: (a) MCO 3500.27
(b) MCO 5100.29
(c) ForO 5101.2

Encl: (1) OCONUS/Joint Services Operations/Exercises Brief Checklist
(2) Hazardous Training Safety Command Brief Checklist

1. Purpose. To establish briefing guidelines for the conduct of OCONUS or Joint operations/exercises, airborne operations, live-fire training, helicopter support team (HST) training, and other inherently dangerous training in order to ensure that the chain of command has approved the training.

2. Information

a. Reference (a) is the Marine Corps Order on Operational Risk Management (ORM) which establishes ORM as a decision making tool to be used by Marines to increase operational readiness and enhance the ability to accomplish the mission by identifying hazards, assessing those hazards for risk, making risk acceptance decisions, applying controls to minimize risk, and supervision. Reference (b), the Marine Corps Safety Program, directs all levels of command to establish and maintain aggressive force protection programs to enhance warfighting capability by preventing mishaps and reducing personnel and material losses. Reference (c) publishes policy and assigns responsibility for administering the Marine Corps Ground Occupational Safety and Health Program within Marine Forces Reserve (MARFORRES).

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b. Marine Corps units train for war. Training is at times dangerous, but training is necessary to ensure success on the battlefield. Because of the potential for danger during training, operational safety and hazard/risk awareness must be incorporated when potential training safety hazards are present.

3. Action

a. Units conducting OCONUS or Joint Services operations/exercises will provide the Chief of Staff or the Assistant Chief of Staff (G-3), 4th FSSG, a confirmation brief, via phone, prior to the operation/exercise. Enclosure (1) provides specific guidance for OCONUS or Joint Services operations/exercises.

b. Training safety confirmation briefs shall occur prior to the conduct of airborne operations, live-fire training, HST training, and other potentially dangerous training. These briefs shall be presented to the Battalion Commander and Inspector-Instructor (I&I) by the Company Commander of the unit conducting the training.

(1) An airborne operations brief shall be conducted prior to airborne operations involving personnel and/or air delivery of cargo. Enclosure (2), questions 1 through 16, provides specific guidance for airborne operations.

(2) A live-fire safety brief shall be conducted prior to any live-fire training. Enclosure (2), questions 1 through 7, and 17 through 24, provides specific guidance for live-fire training.

(3) An HST brief shall be conducted prior to any HST training. Enclosure (2), questions 1 through 7, and 25 through 28, provides specific guidance for HST training.

4. Scope. This order is applicable to all Navy and Marine Corps personnel of the regular or reserve component within 4th FSSG when conducting, or participating in OCONUS or Joint Services operations/exercises, airborne operations, live-fire training, HST training, or other inherently dangerous training.



FG DOWDEN
Chief of Staff

Distribution: B3

OCONUS/JOINT SERVICES OPERATIONS/EXERCISES BRIEF CHECKLIST

1. Information. The confirmation brief should be delivered by the exercise Officer-in-Charge(OIC). The brief may be delivered by the I&I or another principal exercise staff officer who will be deploying with the exercise. If the OIC does not deliver the brief, he/she must be present during the brief.

2. Brief Topics Confirmation Briefs should address the following:

- a. Mission: Who, What, Where, When, Why
- b. Command Relationships: OPCON, ADCON, Deployment Order, country clearance, theater clearance
- c. Deployment/ Redeployment Plans: Modes of travel in country, and in CONUS, TPFDD/ TRANSCOM supported, APOEs, Reception Plan, Passports
- d. Pre-deployment training: Rules of engagement training, Force protection briefing, Shots/ HJV
- e. Weapons: Weapons will go with each deployment, security of weapons, ammunition transportation
- f. Emergencies: Medical care, Medevac, emergency leave
- g. Communications Plan: Enroute Communications, SITREPS
- h. Admin/ Logistics: Orders, pay, medical records/ shots, billeting plan, chow plan, maintenance plan, basic expendable supply plan.

Enclosure (1)

HAZARDOUS TRAINING SAFETY COMMAND BRIEF CHECKLIST

- 1. DATE OF TRAINING: _____
- 2. OFFICER IN CHARGE OF TRAINING: _____
- 3. SENIOR 4TH FSSG PARTICIPANT: _____
- 3. UNIT INVOLVED IN TRAINING: _____
- 4. NUMBER OF 4TH FSSG MARINES INVOLVED IN TRAINING: _____
- 5. TYPE OF TRAINING TO BE CONDUCTED:(Live-Fire, Airborne Ops, HST) _____
- 6. LOCATION OF TRAINING TO BE CONDUCTED: _____
- 7. MEDICAL EMERGENCY PLAN: _____

(Questions 8 through 16 are Airborne Operations specific)

- 8. DEPARTURE AIRFIELD LOCATION AND NAME: _____
- 9. DROP ZONE (DZ) LOCATION, NAME, LENGTH AND WIDTH IN YARDS, ALTITUDE IN FEET, OBSTACLES, NEAREST WATER AND DEPTH (THE DZ MUST BE IN THE USAF ASSAULT ZONES AVAILABILITY REPORT (AZAR) OTHERWISE A TACTICAL ASSESSMENT MUST BE CONDUCTED): _____

- 10. NAME OF PRIMARY JUMPMaster, UNIT, DATE OF LAST JUMP MASTER DUTIES AND BILLET HELD OR DATE OF JUMPMaster REFRESHER COURSE (IF MORE THAN ONE AIRCRAFT NAME THE PRIMARY FOR EACH AIRCRAFT) : _____

- 11. NAME AND UNIT OF THE DROP ZONE SAFETY OFFICER (DZSO) : _____

- 12. TYPE AIRCRAFT, TYPE OF EXIT, DROP ALTITUDE, AIRCRAFT UNIT, POINT OF CONTACT: _____

13. NUMBER OF JUMPERS FROM 4TH FSSG, NUMBER OF JUMPERS FROM OTHER UNITS AND THE NAMES OF OTHER UNITS INVOLVED:

14. TYPE JUMP (NIGHT/DAY/COMBAT EQUIPMENT/ADMIN/INTENTIONAL WATER); TYPE PARACHUTES, SPECIAL EQUIPMENT (ARCTIC GEAR, CWIE BAGS, CREW SERVED WEAPONS, ROUGH TERRAIN SUITS): _____

15. TYPE OF RELEASE PROCEDURE (COMPUTED AIR RELEASE POINT, GROUND MARKED RELEASE SYSTEM, VERBALLY INITIATED RELEASE SYSTEM, OR WIND STREAMER VECTOR COUNT): _____

16. TYPE AND QUANTITY OF AIR DELIVERED CARGO, BUNDLE DELIVERY SYSTEM, CONTAINER DELIVERY SYSTEM, IMPROVISED BUNDLES: _____

(Questions 17 through 24 are live-fire specific)

17. NAME OF RANGE OFFICER IN CHARGE: _____

18. NAME OF RANGE SAFETY OFFICER: _____

19. NAME AND LOCATION OF RANGE: _____

20. TYPES OF WEAPONS TO BE FIRED: _____

21. TYPES OF AMMUNITION TO BE FIRED: _____

22. IF HIGH EXPLOSIVES OR HAND GRANADE TRAINING, HAS EOD BEEN NOTIFIED? NAME OF EOD REP: _____

23. PLANNED DATE OF RANGE SAFETY BRIEF: _____

24. IS LIVE-FIRE TRAINING STATIC (i.e. PISTOL, RIFLE RANGE) OR IS FIRE AND MANEUVER/ MOVEMENT INVOLVED?: _____

(Questions 25 through 28 are HST specific)

25. NAME OF HELICOPTER SQUADRON: _____

26. TYPE OF EQUIPMENT TO BE TRANSPORTED: _____

27. DATE SAFETY BRIEF TO BE CONDUCTED: _____

28. LANDING ZONE TO BE UTILIZED: _____