



DEPARTMENT OF THE NAVY  
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WASHINGTON DC 20350-3000

MCO 3571.2H  
LPE  
08 Aug 2015

MARINE CORPS ORDER 3571.2H

From: Commandant of the Marine Corps  
To: Distribution List

Subj: EXPLOSIVE ORDNANCE DISPOSAL (EOD) PROGRAM

Ref: See Encl (1)

Encl: (1) References  
(2) Marine Corps EOD Program  
(3) Letter of Involuntary Permanent Removal from EOD MOS

1. Situation. To provide policy and guidance for the Marine Corps Explosive Ordnance Disposal (EOD) program.

2. Cancellation. MCO 3571.2G.

3. Mission. This Order contains instructions on personnel, operations, training, safety, logistics, and publications germane to the Marine Corps EOD program.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. All cognizant Commanders and Officers in Charge of Marine Corps Units with organic EOD assets will ensure their unit EOD programs are managed in accordance with this Order.

(2) Concept of Operations. The Marine Corps is required to man, train, and equip organic EOD assets in order to support strategic, operational, and tactical requirements as indicated in approved mission statements.

DISTRIBUTION STATEMENT A: Approved for public release; distribution is unlimited.

b. Subordinate Element Missions

(1) Per reference (a) Deputy Commandant, Installations & Logistics (DC I&L) is designated as the "Functional Advocate" for the Marine Corps EOD program. The Assistant Deputy Commandant, Installations and Logistics (Plans) is designated as the Marine Corps representative to the Department of Defense (DoD) EOD Program Board in accordance with reference (b).

(2) Marine Corps Unit Commanders with Organic EOD Assets

(a) Ensure and enforce compliance with this Order and all other applicable directives within their purview pertaining to the EOD program.

(b) Ensure a comprehensive EOD inspection program (e.g., Automated Inspection Reporting System 810) is effectively functioning within your units.

5. Administration and Logistics

a. Recommendations concerning the contents of this Order may be forwarded to Deputy Commandant, Installations & Logistics (LPE-2) via the appropriate chain-of-command.

b. All EOD personnel will have an account and access to the EOD Information Management System (EOD IMS). EOD personnel and their commanders have the responsibility to establish and implement adequate operation and information technology controls to ensure the proper maintenance and use of records to promote accessibility and authorized retention per the approved records schedule and reference (c).

c. Records created as a result of this Order shall be managed according to National Archives and Records Administration approved dispositions per reference (ap) to ensure proper maintenance, use, accessibility and preservation, regardless of format or medium.

d. The generation, collection or distribution of personally identifiable information (PII) and management of privacy sensitive information shall be in accordance with the Privacy Act of 1974, as amended, per references (aq) and (ar). Any unauthorized review, use, disclosure or distribution is prohibited.

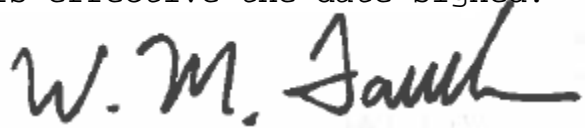
e. Department of Defense (DD) forms mentioned in this Order are available at:

<http://www.dtic.mil/whs/directives/infomgt/forms/index.htm> and Navy/Marine Corps (NAVMC) forms are available at: <https://navalforms.documentservices.dla.mil>.

6. Command and Signal

a. Command. This Order is applicable to the Marine Corps Total Force.

b. Signal. This Order is effective the date signed.

A handwritten signature in black ink, appearing to read "W. M. Faulkner". The signature is written in a cursive style with a long, sweeping underline.

W. M. FAULKNER  
Deputy Commandant for  
Installations and Logistics

Distribution: PCN 10203370000

References

- (a) MCO 5311.6
- (b) DoD Directive 5160.62, "Single Manager Responsibility for Military Explosive Ordnance Disposal Technology and Training (EODT&T)," June 3, 2011
- (c) MCO 5210.11F
- (d) MCO 8027.1D
- (e) DoD Instruction 5210.02, "Access to and Dissemination of Restricted Data and Formerly Restricted Data," June 3, 2011
- (f) SECNAVINST 5510.35B
- (g) NAVMED P-117
- (h) SECNAV M-5510.30
- (i) MCO 1040.31
- (j) NAVMC 1200.1
- (k) MCO 5530.14A
- (l) MCO 8023.3B
- (m) NAVMC 3500.66B W/CH 1
- (n) DoD 7000.14-R, "Department of Defense Financial Management Regulations (FMRS)," Volume 7A, Chapter 24, "Incentive Pay - Hazardous Duty other than Aerial Flights,"
- (o) MCO 1000.6
- (p) MCO P1020.34G W/CH 1-5
- (q) DoD Instruction 3025.21, "Defense Support of Civilian Law Enforcement Agencies," February 27, 2013
- (r) DoD Directive 3025.18 CH 1, "Defense Support of Civil Authorities (DSCA)," September 21, 2012
- (s) DoD Manual 3150.08, "Nuclear Weapon Accident Response Procedures (NARP)," August 22, 2013
- (t) MCO 8020.10B
- (u) DoD Instruction 2000.12 CH 1, "DoD Antiterrorism (AT) Program," September 9, 2013
- (v) NAVSEA OP 5 Vol 1
- (w) Marine Corps Manual W/CH 1-3
- (x) DoD Instruction 3025.19, "Procedures for Sharing Information with and Providing Support to the U.S. Secret Service (USSS), Department of Homeland Security (DHS)" November 29, 2011
- (y) DoD Instruction 3025.20, "Defense Support of Special Events," April 6, 2012
- (z) DoD Directive 3025.13, "Employment of DoD Capabilities in Support of the U.S. Secret Service (USSS), Department of Homeland Security (DHS)," October 8, 2010
- (aa) Public Law 94-524, "Presidential Protection Assistance

- Act of 1976," October 17, 1976
- (ab) CJCS Standing EXORD DoD Routine EOD and EDD support to USSS and DoS Dated 19 Oct 2012
  - (ac) USNORTHCOM EOD VIP Support to USSS and DoS EXORD 7 Dec, 2007
  - (ad) USSS HDCM Procedures dtd 16 Dec 2003
  - (ae) MCO P10120.28G
  - (af) MCO 3500.26A W/ERRAT & CH 1
  - (ag) MCO 3550.12
  - (ah) MCO P5102.1B W/CH 2
  - (ai) MCO 3900.15B
  - (aj) MCO 4400.150
  - (ak) MCO 3000.11E
  - (al) MCO 4855.10C
  - (am) MCO 8000.7A
  - (an) MCO 8011.5A
  - (ao) MCO 8010.13
  - (ap) SECNAV M-5210.1
  - (aq) 5 U.S.C. 552a
  - (ar) SECNAVINST 5211.5E

LOCATOR SHEET

Subj: EXPLOSIVE ORDNANCE DISPOSAL (EOD) PROGRAM

Location: \_\_\_\_\_  
(Indicate the location(s) of the copy(ies) of this  
Order.)



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## Chapter 1

### General Information

1. Mission. The Marine Corps Explosive Ordnance Disposal (EOD) mission is to support the Marine Air Ground Task Force (MAGTF), Supporting Establishment, Homeland Defense, Special Operations Forces (SOF), and other government agencies by detecting / locating, accessing, diagnosing, rendering safe/neutralizing, recovering, exploiting and disposing of hazards from foreign and domestic, Unexploded Explosive Ordnance (UXO), Improvised Explosive Device (IED), and Weapons of Mass Destruction (WMD) that present a threat to operations, installations, personnel, or materiel.

### 2. Information

a. Only graduates of Naval School Explosive Ordnance Disposal (NAVSCOLEOD) are trained, equipped, and qualified to perform EOD missions.

b. EOD units may be requested to provide support to other armed Services, SOF, federal, state, and local authorities covering the full spectrum of the Marine Corps EOD mission. This support will be subject to the guidance provided by reference (d), operational limitations, and command approval.

### 3. Headquarters Marine Corps (HQMC) EOD Billets and Duties

a. Deputy Commandant, Installations & Logistics (DC I&L), Engineer and EOD Advocacy Branch (LPE). The EOD Occupational Field (OccFld) Sponsor/EOD Action Officer is assigned to LPE. Duties of the EOD OccFld Sponsor include serving as the Section Head for LPE-2. LPE-2 duties carried out in supporting the EOD advocacy function include, but are not limited to the following:

(1) The EOD OccFld Sponsor/Action Officer shall act in an advisory and staff capacity to the Marine Corps' DoD EOD Program Board member per reference (b).

(2) Ensure that an adequately staffed Marine Detachment (MARDET) is maintained at the Naval Surface Warfare Center, Indian Head, Explosive Ordnance Disposal Technology Division (NSWC IHEODTD) in accordance with reference (b).

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(3) Ensure that a senior officer from the MARDET NSWC IHEODTD is appointed as the Marine Corps Military Technical Acceptance Board (MTAB) representative.

(4) Serve as the reporting senior for the Officer in Charge (OIC) of the MARDET NSWC IHEODTD.

(5) Manage the EOD Sustainment Marine Corps Programming Code (MCPC) within the Sustainment Program Evaluation Board (SUSPEB) to the Program Objective Memorandum (POM) process on behalf of the requirements associated with the operations of the MARDET NSWC IHEODTD.

(6) Provide an overarching vision and strategy for the Marine Corps EOD program.

(7) Provide subject matter expertise support for EOD concept development to include roadmaps and advocate campaign plans.

(8) Provide subject matter expertise oversight of EOD doctrine development.

(9) Identify EOD capabilities necessary to support operational concepts.

(10) Represent EOD capabilities and requirements within the Marine Corps Force Development System (MCFDS).

(11) Provide a single Service-level voice for all Marine Corps EOD matters to agencies internal and external to the Marine Corps. This includes serving on the North Atlantic Treaty Organization (NATO) EOD Working Group in support of the U.S. delegation. (Led by Department of the Army G-3).

(12) Oversee/manage EOD support to United States Secret Service (USSS) and Department of State (DoS).

(13) Provide oversight and expertise on all EOD manpower and structure related issues.

(14) Provide oversight and expertise on all EOD equipment issues (e.g., MCBul 3000 input).

(15) Serve as the Chairman of the Marine Corps EOD Operational Advisory Group (OAG).

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(16) Develop and manage advanced resiliency related programs for the Marine Corps EOD field. This includes coordination of third location decompression events during post contingency operations, as required.

b. Deputy Commandant, Combat Development and Integration (DC CD&I) / Commanding General, Marine Corps Combat Development Command (CG MCCDC). The EOD Capabilities Integration Officer is assigned to the Force Protection Integration Division (FPID) of the Capabilities Development Directorate (CDD) and performs the following duties:

(1) Serves as the integrator for all EOD related doctrine publications.

(2) Coordinates/integrates efforts with regards to EOD requirements and capabilities in support of the Program Objective Memorandum (POM) and acquisitions process.

(3) Validates the acquisition and fielding of Marine Corps EOD tools and equipment.

(4) Conducts MCPC mapping to Joint Capability Areas (JCA); providing risk assessments in support of the POM cycle.

(5) Provides subject matter expertise for EOD matters and represents EOD requirements among the other integration divisions within CD&I. This includes those items not unique to EOD but necessary to conduct missions, (e.g., communications equipment, weapons, optics, vehicles, etc.).

(6) Coordinates efforts with the EOD Advocate, MARDET NSWC IHEODTD, and MARCORSSYSCOM with regards to EOD requirements; including validation/processing of Universal Needs Statements (UNS), notional concepts, and product improvements.

(7) Ensures USMC EOD compliance with the Joint Capabilities Integration Development System (JCIDS) by serving as the action office for Expeditionary Force Development System (EFDS)/MCFDS.

(8) Develop EOD requirements documents in accordance with JCIDS. This includes, but is not limited to: Capability Based Assessments (CBA), Initial Capabilities Documents (ICD), and Doctrine, Organization, Training, Material, Leadership &

Education, Personnel, and Facilities (DOTMLPF) change requests (DCR) in support of the EOD Advocate.

c. Marine Corps Systems Command (MARCORSYSCOM)

(1) The EOD Program Manager (PM) is responsible for the acquisition, fielding, and life cycle management of Marine Corps EOD tools and equipment.

(2) The EOD project officer and logistician at MARCORSYSCOM are assigned to Engineering Systems (ES) within Combat Support Systems (CSS).

(3) ES ensures that all aspects of the DoD program management/acquisitions are conducted for assigned EOD programs, which include:

(a) Analysis, weapons systems design/development.

(b) Facilitation of the planning, programming, budgeting, and execution process.

(c) Develop procurement plans based upon the available budget.

(d) Provide oversight and regularly manage government contracts including market research, solicitation, source selection, and awards.

(e) Develop lifecycle management plans.

(f) Implement equipment fielding.

(g) Provide for new equipment training.

4. EOD Organization in the Operating Forces

a. Marine Forces Command and Marine Forces Special Operations Command each have an EOD Officer and an EOD Chief within the headquarters G-3 staff section. Marine Forces Pacific (MARFORPAC) also has an EOD Officer within the G-3 staff section.

b. Marine Expeditionary Force (MEF).

(1) Command Element. The EOD Officer and EOD Chief assigned to the MEF Headquarters are located within the G-3 section of the MEF Command Element. The EOD Officer serves as a Special Staff Officer to the MEF Commanding General.

(2) Marine Logistics Group (MLG). Each MLG headquarters has an EOD Planner assigned to their staff within the G-3.

(a) EOD Company. Each active duty Engineer Support Battalion has an organic EOD Company. The EOD Company is divided into platoons and a headquarters element.

1. Concept of Employment. Organized to plan, coordinate, and supervise EOD support to MEF, Marine Expeditionary Brigade (MEB), Special Purpose MAGTF (SPMAGTF), and Major Subordinate Commands (MSC). Structured to facilitate task organization in support of the full spectrum of MAGTF operations throughout the Range of Military Operations (ROMO).

2. Distributed Operations (DO). Each platoon is manned and equipped to support a regimental sized element that is not conducting DO. During the conduct of DO, two platoons, or more, may be required depending on the size of the regimental battle space. An EOD platoon consists of 27 Marines (two officers and 25 enlisted). The EOD platoon can break down into three sections of nine Marines per section. Each section is capable of supporting a Battalion sized element not conducting DO. During the conduct of DO, two sections, or more, may be required depending on the size of the Battalion battle space.

(b) Combat Logistics Battalion (CLB)-3. CLB-3, located in Kaneohe Bay Hawaii, has an organic EOD section of one officer and eight enlisted personnel. The section is task organized, trained, and equipped to support III MEF Hawaii based units.

(c) Marine Expeditionary Unit (MEU) CLB. Each MEU has an EOD section located within the CLB. The sections consist of one EOD Officer and twelve enlisted EOD Technicians. MEU EOD personnel provide direct and general support to the Maritime Raid Force, Battalion Landing Team (BLT), Reconnaissance, CLB and the Aviation Combat Element. In addition, MEU EOD provides direct support to SOF and Government Agencies by request or

tasking of the Geographic Combatant Commander (GCC). Normally when a MEU is expecting to conduct contingency operations, additional USMC EOD assets may be required to reinforce the organic MEU EOD section.

(3) Marine Aircraft Wing (MAW). Most Marine Wing Support Squadrons (MWSS) have an EOD section within the Airfield Operations Company. The section consists of one EOD Officer and eight enlisted EOD Technicians. Although their primary mission is to provide aviation ground support, they are manned, trained, and equipped to support the full spectrum of MAGTF EOD operations and are frequently employed as such.

(4) Marine Expeditionary Brigade (MEB). The baseline EOD organizational footprint within a MEB normally consists of five EOD Officers and fifty four enlisted EOD Technicians within the Logistics Combat Element (LCE); two EOD Officers and sixteen enlisted EOD Technicians within the Air Combat Element (ACE); and one EOD Officer and one enlisted EOD Chief within the operations section (G-3) of the command element.

(5) EOD Response Element. Based on the scope of the mission requirements, all EOD sections can be either reinforced or divided into task organized response elements for specific missions. A conventional response element will normally consist of three EOD Technicians; however, not less than two EOD Technicians are required to conduct a response.

c. Marine Forces Special Operations Command (MARSOC). MARSOC has an organic EOD capability within the Marine Special Operations Regiment (MSOR). Each Marine Special Operations Battalion (MSOB) has an EOD section task organized to support the full range of Special Operations assigned to MARSOC in support of the Commander, United States Special Operations Command (CDRUSSOCOM) and/or the Geographic Combatant Commanders (GCC). MARSOC EOD Technicians are integrated at the Marine Special Operations Company (MSOC) level and integral to the Marine Special Operations Team (MSOT) in order to support SOF core activities and operations assigned to MARSOC. Due to the unique concept of employment, MARSOC EOD Technicians will normally conduct EOD operations independently.

5. EOD Organization within Supporting Establishment

a. Marine Corps Installations Command (MCICOM). Most Marine Corps bases and air stations have an organic EOD section. Installation EOD sections are a Force protection asset and are first responders along with other applicable emergency services. As first responders, they stand EOD duty ensuring a 24-hour per day response capability. Additionally, these sections assist range operations through routine EOD response for explosive ordnance related issues.

b. Training and Education Command (TECOM)

(1) Maintain a MARDET, including appropriate staff, instructor, and technical personnel at NAVSCOLEOD per reference (a). MARDET NAVSCOLEOD is responsible for the following:

(a) Marine Corps representation for common EOD Joint Service training requirements.

(b) Marine Corps' quota management for the following common EOD Joint Service training courses:

1. Basic EOD Course.
2. Home Made Explosives Course.
3. Advanced IED Defeat Course.
4. Army Tactical Post Blast Course.

(c) EOD Training and Readiness (T&R) Manual management and revalidation every three years; to include Marine Corps EOD Class V(W) requirements being reflected in the annual EOD T&R requirements.

(d) EOD doctrine proponent as directed by DC I&L (LPE-2) and DC CD&I.

(e) Per reference (a), ensure that a senior EOD qualified officer from the MARDET NAVSCOLEOD is designated as a member of the Technical Training Acceptance Board (TTAB).



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(2) Maintain and resource the EOD Advanced Training Center (EODATC); including appropriate staff, instructor and technical personnel complimentary to a high risk training formal learning center.

(3) Ensures quota management of Defense Nuclear Weapons School (DNWS) courses for EOD personnel through Marine Corps Representative, Kirtland AFB, New Mexico via the Training Input Plan (TIP) process.

(4) Manage and resource the Methods of Entry School (MOES).

(5) Maintain and resource the EOD unit within MAGTF Training Command (MAGTF-TC) to include support to Marine Corps Air Ground Combat Center (MCAGCC).

c. Other Organizations. Other Organizations with organic Marine Corps EOD personnel include, but are not limited to: Joint IED Defeat Organization (JIEDDO), Joint Personnel Accounting Command (JPAC), Defense Threat Reduction Agency (DTRA), Chemical Biological Incident Response Force (CBIRF), and the Marine Corps Security Cooperation Group (MCSCG).

## Chapter 2

### Personnel

#### 1. General

a. The EOD MOS is comprised of qualified volunteers from any MOS who have successfully completed the Marine Corps EOD lateral move screening process, and have graduated NAVSCOLEOD. EOD is not an initial entry level MOS.

b. EOD Technician. An enlisted Marine with a primary MOS (PMOS) of 2336. This MOS is assigned upon graduation from NAVSCOLEOD.

c. EOD Officer. An officer with the PMOS of 2305 is restricted to Warrant Officers and Limited Duty Officers. This MOS may only be assigned to a Warrant Officer/Limited Duty Officer previously qualified in MOS 2336.

d. Special Operations Capabilities Specialist - Explosive Ordnance Disposal (SOCS-E). Marine EOD Officers and Technicians assigned to MARSOC receive additional advanced training and certification through a specialized MARSOF training pipeline. Upon completion of the MARSOF EOD training pipeline, an enlisted EOD Marine assigned to MARSOC will receive the additional MOS (AMOS) of 8071.

#### 2. Clearance Requirements

a. At minimum, all EOD personnel are required to possess a final Top Secret (TS) security clearance based on a Single Scope Background Investigation (SSBI).

b. All EOD personnel must possess Critical Nuclear Weapons Design Information (CNWDI) access. CNWDI access will be applied for and granted in accordance with reference (e).

c. All EOD personnel must meet the eligibility requirements for assignment to a critical position within the Nuclear Weapons Personal Reliability Program (PRP) listed in reference (f).

d. All EOD personnel assigned to MARSOC are required to maintain TS/SCI eligibility.

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e. All favorably screened EOD candidates are required to have an SSBI initiated by their parent command upon receipt of orders to NAVSCOLEOD. Marines will not transfer to NAVSCOLEOD until an SSBI has been initiated.

### 3. Medical Requirements

a. All Marine Corps EOD personnel will meet the medical requirements listed in Article 15-107 of reference (g) for explosive handling and/or explosive driver.

b. The following are additional medical requirements:

(1) Must have normal color vision.

(2) Must not have any claustrophobic tendencies.

(3) Marines selected to attend MARSOF EOD training pipeline must complete a Naval Surface Warfare/Special Operator (NSW/SO) medical exam prior to reporting for MARSOF EOD Level I.

(4) Marines selected for assignment to MARSOC will undergo a psychological evaluation conducted by a regional MARSOC operational psychologist

### 4. EOD Lateral Move Screening Process

a. NAVMC 11361, Explosive Ordnance Disposal Lateral Move Screening Checklist, will be used for all Marines requesting lateral move into MOS 2336.

b. Anyone determined to have pre-Service or in-Service drug abuse (excluding pre-service experimental use of cannabis) will be disqualified from the PRP per reference (f) and therefore are not qualified to lateral move into the 2336 MOS.

c. Must be a U.S. citizen and cannot maintain dual citizenship with any other nation per reference (h).

d. A Marine Corps EOD Officer must finalize the NAVMC 11361 prior to submission to Deputy Commandant, Manpower and Reserve Affairs (DC M&RA) Enlisted Assignment Branch (MMEA).

e. EOD Screening will be done in person. In rare instances, if a Marine Corps EOD unit is unable to conduct a lateral move screening on an EOD candidate because of geographic

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location (e.g., recruiting duty), the MARDET NAVSCOLEOD will coordinate the lateral move screening process for those Marines.

f. Upon approval of subject named Marine's (SNM) lateral move to 2300 (I2336), the Marine will be assigned to perform on the job training (OJT) at the closest Marine Corps EOD unit, or unit recommended by the approving EOD Officer on the NAVMC 11361, until transferred to MARDET NAVSCOLEOD for formal MOS training. This period of OJT should be no less than 90 days. Marines lateral moving into EOD from remote locations, (e.g., Marine Security Guard (MSG) duty or prior service re-entry), may have this requirement waived by the EOD monitor on a case by case basis.

g. Screening for EOD eligibility is continuous. If it is determined that the SNM no longer meets eligibility criteria, MMEA-1 and MMEA-22 must be notified via Total Force Retention System (TFRS) for termination of lateral move and reclassification.

h. Marines must have 36 months obligated service remaining upon completion of EOD School.

i. The MARDET NAVSCOLEOD will maintain a repository of EOD screenings. Upon completion of an EOD screening, a copy of the NAVMC 11361 will be sent to the MARDET NAVSCOLEOD. All units conducting an EOD screening must check with MARDET NAVSCOLEOD to verify past screening efforts by the applicant.

j. All favorably screened candidates are required to initiate an SSBI through the Electronic Questionnaires for Investigations Processing (e-QIP) system by the candidate's unit security manager. Candidates are required to complete this action prior to the execution of web orders to MARDET NAVSCOLEOD, issued by MMEA, as required in NAVMC 11361.

k. For further guidance on the lateral move process refer to reference (i).

l. The minimum EOD screening requirements contained in this Order and reference (j) can only be waived by the DC I&L (LPE-2) EOD OccFld Sponsor.

5. EOD MOS Sustainment Requirements

a. All EOD personnel will be annually screened for continued service in the EOD MOS using NAVMC 11362. The screening criteria listed in NAVMC 11362 meets and exceeds those requirements listed in NAVMC 11386, Personnel Screening for Arms, Ammunition, and Explosives (AA&E) used for Arms Ammunition and Explosives per reference (k). Based on the comprehensive standards covered under NAVMC 11362, EOD personnel are not required to be screened using NAVMC 11386.

(1) An EOD Officer serving in the billet MOS of 2305 will be responsible to screen all subordinate EOD personnel under that particular command to which assigned.

(2) The senior EOD Officer within a command will be screened by the next reporting official within the chain of command (e.g., reporting senior).

(3) EOD Technicians in commands without an EOD Officer will be screened by the next reporting official within the chain of command (e.g., reporting senior).

(4) A copy of the completed NAVMC 11362 will be maintained by the unit conducting the screening for a period of three years.

b. Those personnel not meeting the annual screening requirements of NAVMC 11362 will either be temporarily or permanently removed from performing EOD duties per paragraphs 9b and 9c.

c. Per reference (1), EOD personnel are exempt from participation in the qualification and certification program regarding Class V ammunition and explosives (A&E).

6. Assignments. Due to the technical and perishable nature of the EOD skill set, EOD Officers and Technicians should only be assigned to 2305/2336 billets.

a. EOD personnel who are reassigned to EOD duties after an absence of two or more years must complete unit level EOD training. EOD Officers in Charge or EOD Commanding Officers will ensure this training (not less than a 60 day period) is accomplished in order to re-familiarize the EOD Officer/EOD

Technician with the current requirements listed in reference (m).

b. The EOD OccFld Sponsor, in concert with the 2336 Monitor, will screen personnel for assignment to the following critical EOD billets: MARDET NAVSCOLEOD (KB8); MARCORSSYSCOM (070), MARDET NSWC IHEODTD (L68), MCTOG (U18), MCSCG (1FN), MARDET JIEDDO (NHP), EODATC(K18), JPAC(MD5) and MARSOC Component (G3).

c. The MARSOC Functional Capabilities Manager (FCM), in concert with the 2336 Monitor, will screen personnel for assignment to MARSOC. Personnel will be screened in accordance with the MARSOC SOCS screening process.

(1) Marines assigned to MARSOC will, at a minimum, execute a 60 month tour.

(2) At a minimum, meet Marine Corps intermediate swim qualification and be able to pass MARSOC swim assessment.

(3) At a minimum have a PFT score of 225.

(4) Must successfully complete Special Operations Training Course (STC), MARSOF EOD Level I, and Survival, Evasion, Resistance, and Escape (SERE).

(5) EOD candidates applying for assignment to MARSOC must have a written recommendation from their EOD OIC and SNCOIC.

#### 7. Hazardous Duty Incentive Pay (HDIP) (Demolition Duty)

a. HDIP provides compensation for the more than normally dangerous character of such duties and encourages members to continue to volunteer to perform these duties.

b. All EOD personnel (active and reserve) assigned the primary MOS (PMOS) of 2305 or 2336 and assigned to billet MOS (BMOS) duties of 2305 or 2336, or attending MOS producing school for 2336, are authorized to receive HDIP (Demolition Duty).

c. HDIP (Demolition Duty) is not a continuous pay. The requirements must be performed monthly. The award of HDIP (Demolition Duty) is only authorized for the months in which demolition of explosives was performed.

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d. Reporting Requirements. To ensure accurate and timely entries are entered into the Marine Corps Total Force System (MCTFS), unit commanders must submit monthly letters to the personnel office validating that all personnel in the unit have met the monthly requirements and are entitled to HDIP (Demolition Duty) per reference (n), (o), and this Order. If a Marine has not met the requirements for a particular month, it will be annotated on the monthly letter and the Marine will not receive HDIP for that particular month. If a Marine has been terminated from assignment to hazardous duty, it will be notated on the monthly letter to ensure entitlement to HDIP (Demolition Duty) is terminated in MCTFS.

e. Monthly letters will include name, rank, and electronic data interchange personal identifier (EDIPI), for all personnel, including those meeting the monthly requirement, those not meeting the monthly requirement, and those terminated from assignment to qualifying duty. The monthly letter will serve as the source document for this pay.

## 8. EOD Insignia Criteria

a. Basic EOD Insignia Qualification. Any Marine who has graduated from the EOD Basic Course at NAVSCOLEOD.

b. Senior EOD Insignia Qualification. Any Warrant Officer (PMOS 2305) or enlisted Marine (PMOS 2336) who, in addition to the requirements listed in paragraph 8a, must also meet the following requirements:

(1) Must have graduated from the Marine Corps EOD Supervisor Course, CID M09BNX1.

(2) Serve a total of five years cumulative service in an EOD billet.

(3) Must have served at least six months cumulative time deployed filling an EOD billet. This deployed time includes, but is not limited to, contingencies, exercises, special operations/missions, routine deployments, and Very Important Persons Protection Support Activity (VIPPSA) missions.

(4) Must demonstrate proficiency on all individual training requirements per reference (m).

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c. Master EOD Insignia Qualification. Any Limited Duty Officer (PMOS 2305), Warrant Officer (PMOS 2305), or enlisted Marine (MOS 2336) who has qualified for the Senior EOD Breast Insignia, per paragraph 8b, must also meet the following requirements:

(1) Must have graduated from the Marine Corps EOD Manager Course (CID M09BNY1) or the EOD Officer Course (CID M09BOE1) as applicable.

(2) Serve a total of five years cumulative service in an EOD billet while qualified to wear the Senior EOD Breast Insignia.

(3) Must have served at least six months cumulative time deployed filling an EOD billet while qualified to wear the senior EOD insignia. This deployed time includes but is not limited to contingencies, exercises, special operations / missions, routine deployments, and VIPPSA missions.

(4) Must demonstrate proficiency on all individual training requirements per reference (m).

d. The EOD deployment page will be maintained in each Marine's EOD training record. Upon completion of a deployment/qualifying event, an EOD Officer's signature must be placed next to the corresponding entry in order to validate it. When documenting an EOD Officer's deployment/qualifying event, the signature of the reporting senior is required. The current version of the EOD deployment page is available at:  
<https://intelshare.intelink.gov/sites/usmceod/default.aspx>

e. Personnel presently authorized to wear the EOD Senior or Master EOD Breast Insignia will retain authorization to wear the previously approved insignia.

f. Requests for a waiver of the EOD breast insignia requirements may only be granted by DC I&L (LPE-2), EOD OccFld Sponsor. The request must come from the Marine's EOD OIC or EOD Company Commander.

g. The EOD insignia will be worn in accordance with reference (p).



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h. Each EOD breast insignia requires an appropriate MCTFS and page 11 entry. The source documents authorizing the three EOD insignias are as follows:

(1) Basic EOD Breast Insignia - NAVSCOLEOD Basic EOD Course graduation certificate.

(2) Senior EOD Breast Insignia - NAVMC 11618 Certificate.

(3) Master EOD Breast Insignia - NAVMC 11619 Certificate.

i. Guidance on EOD breast insignia revocation is listed in paragraph 9.

9. Termination of MOS Qualification & Removal from the EOD MOS. EOD personnel must meet the requirements listed in paragraphs 2, 3, and 5 from Chapter 2 in order to be qualified for MOS 2305 or 2336.

a. Voluntary Permanent Removal. A Marine may be voluntarily removed from EOD duties when the Marine makes such a request.

(1) If the Marine is pending permanent removal, voluntary removal is not authorized.

(2) Request for removal of the MOS shall be sent from the Marine to DC M&RA (MMEA-1 & MMEA-22, or MMOA as appropriate) via (1) the EOD OIC or EOD Company Commander, (2) the Battalion/Squadron level Commanding Officer and (3) DC I&L (LPE-2), EOD OccFld Sponsor.

(3) The Marine must request from the DC I&L (LPE-2), EOD OccFld Sponsor, via his EOD OIC or EOD Company Commander, the authorization to retain and wear the appropriate EOD insignia.

b. Involuntary Temporary Removal. Temporary removal from EOD duties may be necessary in order to undergo a period of observation and evaluation for compliance with the requirements listed in paragraph 5. Temporary removal will not exceed 180 days, with mandatory reevaluation taking place at a minimum of every 90 days.

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(1) Individuals temporarily removed from EOD duties will be notified in writing using the NAVMC 11362. Notification will come from the Marine's EOD OIC or EOD Company Commander specifically detailing the reasons for temporary removal. A copy of the temporary removal package will be sent to the EOD OccFld Sponsor at DC I&L (LPE-2) and remain in a repository for future reference.

(2) If the cause of the temporary removal is corrected, and the command has determined that the Marine is suitable for EOD duties, the EOD OIC or EOD Company Commander will provide the Marine with a letter rescinding the temporary removal.

(3) During a period of temporary removal, an individual may not execute permanent change of assignment (PCA) or permanent change of station (PCS) moves.

(4) There is no provision for voluntary temporary removal. Any EOD Marine voluntarily requesting removal from the EOD program should understand this request is permanent and irrevocable.

(5) An EOD Marine can only be placed in a temporary removal status two times throughout a career. If a requirement for a third temporary removal is to arise, proceed to paragraph 9c below and process the involuntary removal package.

c. Involuntary Permanent Removal. Assignment to EOD duties may also be involuntarily terminated when the Marine is found to be unfit for EOD duties. Due to the inherent risk and responsibilities associated with EOD duties, EOD personnel must maintain the standards listed in paragraphs 2, 3, and 5. Permanent removal is a formal determination made by the EOD OIC or EOD Company Commander that the individual can no longer meet the EOD standards identified in paragraph 5. When permanent removal is deemed appropriate, the following procedures apply:

(1) Individuals that are the subject of involuntary permanent removal from EOD duties will be notified in writing by the EOD OIC or EOD Company Commander, specifically detailing the reasons for removal. The NAVMC 11362 will also be used in conjunction with the notification letter. The Marine will be offered the opportunity to make a statement within five working days of receipt of the EOD OIC or EOD Company Commander's notification of removal.

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(2) The EOD OIC or EOD Company Commander's notification of removal letter, NAVMC 11362, and the Marine's statement (if applicable) will be sent to the DC M&RA (MMEA-1 & MMEA-22, or MMOA as appropriate) via (1) the Battalion/Squadron level Commanding Officer and (2) DC I&L (LPE-2), EOD OccFld Sponsor. The EOD OccFld Sponsor will endorse the Involuntary Permanent Removal package and return it to the initiating unit for final submission to MMEA through the TFRS. Regardless as to whether an endorsing authority within this process, agrees or disagrees with the permanent removal, the letters should be forwarded to the final adjudicating office within DC M&RA (see enclosure 3 for example letter of Involuntary Permanent Removal).

(3) Upon Battalion/Squadron level Commanding Officer endorsement of the Involuntary Permanent Removal package, the EOD Marine will have the authorization to wear the EOD breast insignia temporarily revoked pending the outcome of the DC M&RA final decision on MOS revocation. Commanders will ensure an appropriate Page 11 entry reflecting the temporary revocation of the EOD breast insignia.

(4) During the processing of the Involuntary Permanent Removal package, the individual may not execute PCA or PCS orders.

(5) Upon DC M&RA final approval of the request for permanent removal from the EOD MOS, the authorization to wear the EOD breast insignia will be permanently revoked. The revocation of the EOD breast insignia shall be in writing from the unit's Battalion/Squadron level Commanding Officer. A copy of the revocation must be forwarded to DC I&L (LPE-2), EOD OccFld Sponsor. Ensure that the appropriate MCTFS and Page 11 entries are completed by local commands reflecting the permanent revocation of the insignia.

## Chapter 3

### EOD Operations and Training

1. General. EOD operations are conducted to support the MAGTF, Special Operations Forces, Supporting Establishment, Homeland Defense, and other government agencies.

2. Incident Categories. In accordance with reference (c), if multiple incidents occur simultaneously, the following criteria applies:

a. Each EOD incident will be categorized according to the threat it poses to critical resources and facilities, or by the resultant destruction potential, should the item function. Incidents will be categorized as A, B, C, or D, as defined below.

(1) Category A. Assigned to EOD incidents that constitute a grave and immediate threat. Category A incidents are to be given priority over all other incidents. EOD procedures are to be started immediately, regardless of personal risk.

(2) Category B. Assigned to EOD incidents that constitute an indirect threat. Before beginning EOD procedures, a safe waiting period will normally be observed if necessary to reduce the hazard to EOD personnel.

(3) Category C. Assigned to EOD incidents that constitute a minor threat. These incidents will normally be dealt with by EOD personnel after Category A and B incidents, as the situation permits, and with minimum hazard to personnel.

(4) Category D. Assigned to EOD incidents that constitute no threat at present.

b. Categories will be determined by the EOD Team Leader until relieved by the on-scene commander.

3. Homeland Defense and Defense Support to Civil Authorities (DCSA). References (d), (q), (r), and (s) provide authority for immediate response to emergency conditions within the United States and its territories and possessions. DoD officials, including local military commanders, may provide EOD support to local civil authorities to save lives, prevent human suffering,

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and mitigate great property damage under imminently serious conditions. When responding to requests for assistance from civil authorities, under immediate response authority pursuant to reference (q), the closest capable EOD unit, regardless of the branch of military service, will provide the appropriate support.

a. In accordance with reference (q), support/assistance will be provided when requested by federal agencies or civil authorities, in the interest of public safety, and in response to hazards which EOD personnel are trained and equipped to address. Such an immediate response may include actions in the mitigation, rendering safe, and disposition of suspected or detected presence of UXO, damaged or deteriorated explosives or munitions, an IED, other potentially explosive material or device, or other potentially harmful military chemical munitions or device that creates an actual or potential imminent threat.

b. Military munitions, discarded military munitions, and UXO in an unauthorized location under the jurisdiction of public officials potentially present an imminent and substantial danger to public safety, health and to the environment, and require an immediate EOD response. Civilian law enforcement agencies shall be contacted when any DOD-owned munitions are discovered outside of the installation boundaries in accordance with reference (t). The civilian law enforcement agencies responding to the incident will request EOD assistance through the Installation Provost Marshall's Office.

c. In accordance with reference (s), if the Federal Bureau of Investigation (FBI) has determined a nuclear weapon accident is not the result of a hostile act, EOD units must be capable of fulfilling the initial response requirements to include systematic searches to reestablish accountability of weapons and components, weapon verification, damage assessment, and electrical render safe procedures.

4. Anti-Terrorism and Force Protection (ATFP). All EOD units assist in ATFP operations per references (k) and (u) and provide the following:

a. Advise Commanders during the planning phases of the ATFP plans for an installation or a specific area of operation.

b. EOD units can assist in the development of ATFP Plans, review vulnerability assessments, review threat assessments,

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identify available support assets, review the Ordnance Order of Battle, analyze effectiveness of current protective measures, and make recommendations for improvements to the Commander.

(1) Technical information on current IED and CBRNE threats.

(2) Technical advice on explosive effects with regards to protecting personnel and property.

(3) Conduct diagnostic and render safe of IEDs.

(4) Analyzing and disseminating information on current explosive ordnance and IED threat.

(5) Assisting in physical security assessments.

#### 5. Marine Corps Installation EOD Requirements

a. EOD units organic to Marine Corps Installations shall be appropriately manned and equipped to support installation requirements relevant to emergency services, range support, and, public safety. Additionally, installation EOD units shall provide assistance to federal, state, and local civil authorities in accordance with references (d), (q), (r) and (s).

b. Tenant EOD units aboard the installation should be written into all installation ATRP plans and fully integrated into emergency response operations and training.

c. Installation EOD units must be furnished with the applicable physical security requirements to store appropriate quantities of Class V(W) items for emergency responses from the EOD facility, as well as designation as a level 1 facility for storage of classified materials and high value equipment.

d. Installation Commanders may provide EOD units with a dedicated bunker within the ammunition supply point in accordance with references (t) and (v). Installation commanders may grant EOD units authorization to store up to 50 pounds Net Explosive Weight (NEW) of HC/D 1.3 and 1.4 in EOD operating buildings. This authorization is only to be granted in situations where the items are part of the unit's immediate response tool kit and the total NEW does not exceed 50 pounds per site. However, all storage must comply with fire protection

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regulations and safety/physical security requirements outlined in references (k) and (v).

e. Communication. At a minimum, EOD communications assets will include a base station located at the EOD facility, crash phone as required to support airfield operations, vehicle mounted radios for all response vehicles, hand held radios for each EOD Officer/EOD Technician, and cellular/satellite telephones sufficient to communicate with applicable installation command and control networks (e.g., Emergency Operations Center, PMO, Fire, Range Control, etc.).

f. Transportation. Commanders shall ensure that appropriate vehicles are provided in sufficient quantity to allow each EOD unit to possess a 24-hour routine and emergency response support capability. Due to explosive safety and security considerations, video recording devices such as DRIVECAMs are not authorized in EOD vehicles.

(1) EOD vehicles shall be designated in writing by the local commander to ensure unrestricted access for 24-hour routine and emergency response support capability. Vehicles shall be equipped with appropriate emergency response (e.g., lights, sirens, etc.) and communications equipment. EOD vehicles are designated as emergency vehicles.

(2) The EOD unit will maintain adequate vehicle support capable of:

(a) Transporting required personnel, equipment (to include an EOD response trailer), and explosives.

(b) On and off road driving including four wheel drive with off road tires.

(c) Towing a Total Containment Vessel (TCV) or other EOD emergency response equipment.

(d) On and off Base use to include appropriate authorization.

(e) Operating on a fuel that is readily available throughout that EOD unit's response area.

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(3) All EOD Technicians will possess a valid explosive driver license certification and maintain a current medical certificate.

(4) EOD Officers that stand an EOD emergency response duty are authorized to drive government vehicles in the performance of their response duties per reference (w), and must be properly licensed to do so.

g. EOD must be afforded a dedicated range in order to conduct emergency destruction operations, employ EOD unique energetic tools, as well as to conduct EOD individual and collective training events to maintain operational and MOS proficiency.

h. EOD personnel are authorized to perform off installation emergency response actions wearing the Marine Corps Combat Utility Uniform (MCCUU) or appropriate flame retardant static free uniform.

6. Explosive Ordnance Exploitation. Explosive Ordnance Exploitation includes, but is not limited to, disassembly, stripping, inerting, fragmentation analysis, post blast investigation, evidence collection, crater analysis, Captured Enemy Ammunition (CEA) evaluation/inspection, and radiographic (x-ray) interpretation. These operations increase individual knowledge, provide commanders with the ability to conduct field exploitation for evaluation and technical intelligence of explosive ordnance and components, and in some cases support national strategic requests for information when dealing with country of origin issues for foreign ordnance. Additionally, explosive ordnance exploitation supports force protection, assists in research and development, provides quality assurance when domestic or allied country ordnance experiences unacceptably high failure rates, and supports historical preservation.

a. Disassembly, Stripping, or Inerting Operations

(1) These operations are only conducted by qualified EOD personnel serving in an EOD billet. The following actions are intended to decrease the possibility of a detonation and mitigate injury to EOD personnel involved in disassembly, stripping or, inerting operations. These procedures will be followed and incorporated into all safety regulations and



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directives addressing explosive ordnance disassembly, stripping, or inerting operations. The following definitions are provided:

(a) Disassembly. The mechanical reduction of an explosive ordnance assembly, subassembly, or component, by any means, and to any degree resultant of the intentional application of mechanical force, by hand, tool, or machine. The goal of this process will be to gain access beyond conventional maintenance actions.

(b) Stripping. The separation of components and partial removal of energetic material from explosive ordnance to reduce explosive potential.

(c) Inerting. Complete removal of all energetic material from an explosive ordnance assembly or component. Inert assemblies and components shall not contain hazardous items such as power supplies, high pressure vessels, stored kinetic energy devices to include spring-loaded escapements, cutter, firing pins, control surfaces, or other high tension assemblies which may cause physical injury unless valid training/intelligence requirements exist and controls are in place to reduce the probability of mishap.

(2) Disassembly, stripping or inerting operations will only be conducted on explosive ordnance that has been determined to be in a relatively safe, undamaged, and unfired condition. Items that cannot be determined as undamaged, relatively safe, and unfired, shall not be disassembled, stripped, or inerted.

(3) Explosive Ordnance Exploitation operations are conducted for the purposes of field technical evaluation and intelligence, historical preservation, force protection, special programs, training, or in support of Quality Assurance (QA)/Research and Development (R&D). Limited inerting operations to produce training aids is authorized. Unit leaders will keep items to be disassembled, stripped, or inerted to lowest quantities required to meet the mission.

(4) During training, the senior EOD Marine on site leading disassembly, stripping or inerting operations must be a Gunnery Sergeant or above.

(5) Personnel involved in any disassembly, stripping or inerting operation will wear approved eye protection, static/fire resistant clothing and Marine Corps approved body

armor. Additional precautions and safety equipment (e.g., hearing protection, respirators, face shields, gloves, and ballistic shields) may be required depending upon the item that is to be disassembled and environmental hazards that personnel may be exposed to. Personnel assigned to duties involving steaming/washout of explosives may wear locally prescribed equipment appropriate to the task. However, all other rules and safety considerations listed in this chapter apply to steaming and washout operations (e.g., detailed approved procedures, x-rays, only conducted on ordnance deemed to be relatively safe, etc.).

(6) Individual personnel will be limited to no more than six hours per day of actual disassembly, stripping or inerting operations during all non-emergency, peacetime training evolutions.

(7) Written disassembly, stripping or inerting procedures will be developed and used throughout the entire evolution. These written procedures must include radiographic image(s), be reviewed and approved by a Marine Corps EOD Officer, and be followed, step-by-step, during the actual operation. Deviations from procedures are not authorized unless approved, in writing, by both the on-site Range OIC and the Range Safety Officer (RSO).

(8) The RSO and Range OIC will not take an active part in disassembly, stripping, or inerting operations.

(9) An operational risk management process will be conducted for each disassembly, stripping, or inerting operation.

(10) All procedures will be sent via mail or electronically transmitted to the EOD Advanced Training Center upon completion of disassembly, stripping or inerting operation. The EOD Advanced Training Center will maintain a central library of previously used procedures for dissemination to EOD units on request.

(11) Only one item per two-man team will be disassembled, stripped, or inerted at a time. Assembly line disassembly procedures are not authorized. Assembly line techniques are defined as the arrangement of tools or technicians by which an explosive item is disassembled, stripped, or inerted, having each technician perform a specific,

successive procedure on the item as it passes by in a series of stages similar to a manufacture's assembly line.

(12) Primers, detonators, and detonator-leads are not normally authorized to be inerted, and will not be reinserted into training aids. Primers, detonators, and detonator-leads are authorized to be pressed using remote procedures. The only exception to this rule is when units are in support of R&D or technical intelligence, they may inert and reinsert small components, to include primers, detonators, and detonator-leads, back into ordnance, when those components are of specific value to the mission (e.g., metallic signature, weight, etc.).

(13) During all disassembly, stripping, or inerting operations, remote procedures will be used whenever possible.

(14) EOD unit commanders will ensure a comprehensive explosive exploitation training program is implemented per reference (m). A specialized knowledge of ordnance, components, explosives, and safety precautions is required to minimize risk. EOD personnel must have the knowledge, training, and experience to support expeditionary exploitation operations.

(15) Requests for disassembly, stripping or inerting from agencies external to the Marine Corps will be routed through the chain of command to DC I&L (LPE-2) EOD OccFld Sponsor for approval.

(16) EOD Marines assigned to MARSOC as well as conventional EOD Marines supporting special programs are authorized specific deviations from established procedures due to the unique concept of employment required to support special operations and programs. Authorized deviations will be in accordance with approved ordnance exploitation SOPs and mission requirements.

b. Captured Enemy Ammunition (CEA)

(1) Background. CEA operations pose a significant threat to operating forces. There are many unknowns associated with CEA, such as NEW, fuzing mechanisms, markings, fillers, and overall hazards. CEA operations are inherently dangerous; thus, the handling, transportation, and destruction of CEA presents a unique challenge for operating forces.

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(2) Technical Intelligence (TECHINT). EOD will evaluate CEA for any special or unusual characteristics that may be of interest to TECHINT. Any items found to be worthy of exploitation should be noted and reported. See reference (t) for specific information regarding this process.

7. Very Important Persons Protection Support Activity (VIPPSA). In accordance with references (x), (y), (z), and (aa) the Secretary of Defense (SECDEF) has approved DoD EOD VIP support to the USSS and the DOS for routine EOD VIP protection missions at locations worldwide. In accordance with reference (ab) and (ab), Commander, US Northern Command (CDRUSNORTHCOM) is designated the supported Combatant Commander (CCDR) for providing routine EOD VIP mission support to the USSS and DoS in the USNORTHCOM Area Of Responsibility (AOR), and for coordinating routine EOD VIP mission support to the USSS and DoS within the Continental United States (CONUS) and Outside the Continental United States (OCONUS). References (ab) and (ac) designates Joint EOD VIPPSA as the coordinating agent for USNORTHCOM. DC I&L (LPE) is designated as the Marine Corps' POC to resolve all service-level EOD VIP support issues with the USNORTHCOM Joint EOD VIPPSA. Reference (ab) directs the Marine Corps to provide CONUS and OCONUS EOD support to VIPPSA missions on a recurring basis.

a. Definitions

(1) Routine EOD VIP Missions. Defined as emergent, short notice, normally short duration EOD VIP support requests that require 25 or fewer two-person EOD teams to support a single mission. Short notice normally consists of 24-96 hours between the time that HQMC receives the mission, until the time EOD personnel are in the execution phase. These missions include:

(a) Requests from the USSS for the protection of the President of the United States (POTUS) or Vice President of the United States (VPOTUS) and their immediate families.

(b) Requests from the USSS or DOS for the protection of the Secretary of State (SECSTATE), Foreign Heads of State, Prime Ministers, and Ministers of Defense.

(c) Requests from the USSS or DoS for the protection of other VIPs as specified by POTUS or SECSTATE.

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(2) Non-routine EOD VIP Missions. Defined as requests that require more than 25 two-person EOD Teams to support a single mission. These missions include National Special Security Events (NSSE) and Special Event Assessment Rating (SEAR) events (e.g., United Nations General Assembly, Republican National Convention, and Presidential Inauguration).

b. Team Availability Reporting. Commanders of Marine Corps units with organic EOD assets will report the number of EOD Teams available to support Routine EOD VIP missions to DC I&L (LPE) via their applicable MARFOR or Regional Marine Corps Installations Command chain of command. This reporting will occur weekly, covering the upcoming three week period. Units will immediately notify DC I&L (LPE) if their reported availability is reduced.

c. Routine Mission Tasking

(1) Tasked by Service. HQMC is tasked via Non-secure Internet Protocol Router Network (NIPRNET) electronic mail (E-mail) by USNORTHCOM Joint EOD VIPPSA for routine EOD VIP missions. DC I&L (LPE) validates the requirement and identifies the closest available EOD team based on the proximity to mission location in order to minimize costs. MARFORCOM, MARFORPAC, and/or Regional MCICOMs will be tasked to support VIPPSA by DC I&L (LPE). MARFORCOM, MARFORPAC, and MCICOM will ensure their VIPPSA points of contact (POCs) information is current and provided to the DC I&L (LPE) VIPPSA Manager. Once the task is received by the actual unit that will be supporting the mission (e.g., MWSS-273, MCAS Miramar, 1st EOD Company, etc.), the EOD team leader will e-mail the required team information directly to the HQMC and VIPPSA POCs.

(2) Tasked by Geographic Combatant Commander (GCC). Units can be tasked by a GCC for routine missions. This tasking is rare for the Marine Corps and only happens when Pacific Command (PACOM) tasks MARFORPAC with a routine mission in the PACOM AOR.

d. Non-Routine Mission Tasking

(1) For all non-routine EOD VIP missions, DC I&L, LPE will provide the service-level input with regards to USMC EOD Team availability. Sourcing for EOD support to non-routine missions will be accomplished through normal Global Force Management (GFM) processes.

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(2) MARFORPAC can be tasked for non-routine EOD VIP missions by PACOM for missions that are in or out of the PACOM AOR. The MARFORPAC EOD Officer will keep DC I&L (LPE) informed on all Marine Corps EOD support for GCC tasks.

e. EOD Credentials (DD Form 2335). In accordance with reference (x), JEOD VIPPSA shall issue EOD credentials only to qualified EOD personnel to identify the bearers as EOD technicians assigned and authorized to support VIPPSA missions.

(1) Because of the access given to a person with EOD credentials, EOD personnel shall use or carry these credentials only when on a VIPPSA mission.

(2) When not in use, EOD credentials will be stored in the same manner as material classified as Confidential.

(3) When an individual retires, separates, or when found unqualified to perform EOD duties, the DD Form 2335 will be mailed back to VIPPSA. Units are not authorized to locally destroy EOD credentials.

f. Official Passports. EOD Marines are required to maintain official passports due to the time sensitive support missions conducted world-wide.

(1) When requesting an official passport the following documents are required by the EOD waiver: (1) DD Form 1056, Authorization to APPLY for "No-Fee" Passport and/or Request for Visa, (2) VIPPSA Controlled Authorization Memorandum, and (3) the current DoS Special Issuance Agency Waiver. For the current process in obtaining the required documents, email HQMC\_EOD\_VIPPSA@usmc.mil.

(2) Official passports are the property of the U.S. Government and will only be used for official travel. They are not authorized for use and will not be carried during personal travel. When not in use they will be secured at the EOD unit.

(3) When an individual retires, separates or when found unqualified to perform EOD duties, the Official Passport will be mailed back to VIPPSA.

g. Semi-Annual Inventory. All EOD units will submit a semiannual inventory at the end of January and July to LPE via their chain of command. The inventory will include all

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equipment that has been provided by VIPPSA (e.g., VIPPSA Placards, EOD Credentials, etc.). In order to meet the inventory requirement imposed by the DoS EOD waiver, official passports will be included in the semiannual inventory.

h. Attire. All personnel will wear appropriate civilian attire in accordance with reference (ad). Per reference (ae), EOD personnel are not restricted to the 15-day limitation to be authorized the Temporary Duty Civilian Clothing Allowance (TDCCA).

i. Funding

(1) Missions for the temporary protection of POTUS and VPOTUS are not reimbursable from the USSS per reference (aa). These missions will be paid for with Marine Corps funds.

(a) Units must take this into account during their budgeting processes.

(b) If a unit exceeds their budgeted amount they can utilize the Current Year Deficiency (CYD) process through their chain of command to DC P&R to seek reimbursement.

(2) All other VIPPSA missions are reimbursable and will be funded by VIPPSA in DTS unless reimbursement is waived by SECDEF.

j. Reporting Costs. The actual cost of the mission will be captured and provided to DC I&L (LPE) in a monthly report. The required information is the mission number and cost paid in DTS for the team(s). This applies to reimbursable and non-reimbursable missions.

8. Joint POW/MIA Accounting Command (JPAC). JPAC is a standing task force under the Commander, PACOM. Marine Corps EOD personnel support the JPAC by providing the fullest possible accounting of US personnel listed as missing in action. Most sites investigated by JPAC teams are littered with UXO from past military actions, or in the case of aircraft crash sites, from UXO that was part of the aircraft's payload. EOD personnel provide subject matter expertise on UXO located at investigation sites so that JPAC recovery personnel can operate in a safe environment. EOD support to this mission is provided by all four Branches of service.

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9. Humanitarian Mine Action (HMA). The DoD HMA Program assists selected countries in relieving human suffering and developing an indigenous mine action capability while promoting U.S. interests. The program provides assistance to countries with the presence of persistent landmines and other explosive remnants of war (ERW) which maim and kill innocents, hamper economic development, and impede the safe movement of citizenry. EOD personnel support the DoD HMA Program through capacity building HMA training engagements appertaining to EOD related subject matter.

10. EOD Reporting

a. Explosive Ordnance Disposal Information Management System (EODIMS) is the official technical reporting system for all USMC EOD operational and training events. It resides on both the Non Secure Internet Protocol Router Network (NIPRNET) and Secure Internet Protocol Router Network (SIPRNET). In order to maintain an effective reporting capability and information gathering database, continuous unrestricted NIPRNET and SIPRNET access and connectivity is required by all EOD units.

b. EODIMS is an EOD management tool which has been developed to provide the joint service EOD community with the ability to document EOD operations, view historical incident reports, document EOD training, and share data between services, activities, and agencies. It also has the added features to manage tools and equipment, review lessons learned, add/read files on the bulletin board, and capture events in the mapping feature. EOD Officers and SNCOs will ensure the timely and accurate entry of all training and operational support IMS.

c. EODIMS Management

(1) System and architecture is managed by Air Force/Air Force Civil Engineering Center (AFCEC) Functional Management Office (FMO).

(2) Requirements are managed through the Joint Configuration Control Board (JCCB). DC I&L (LPE-2) EOD OccFld Sponsor acts as the USMC EOD member to the JCCB.

(3) Data management is the responsibility of the respective service.



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(4) The SNCOIC of Marine Detachment NSWC IHEODTD will act as the USMC EOD service representative to EODIMS. Any issues that cannot be resolved at the unit level will be forwarded to the service representative for action. Units should not contact the EODIMS Program Management Office (PMO) directly.

d. EODIMS Requirements

(1) EOD units will ensure they have on file within the unit a completed DD Form 2875, System Authorization Access Request (SAAR) stating NIPR and SIPR EODIMS, and updated SAAR compliance letter and a Unit Account Manager (UAM) letter that appoints at least one EOD Marine as the unit UAM with the EODIMS PMO. These letters must be on the unit letterhead and digitally signed. Submit them through the USMC EODIMS service representative. Letter examples can be found on the EODIMS bulletin board and on the USMC EOD web page.

(2) The Primary UAM will provide secondary roles as needed within the unit. Descriptions of secondary roles can be found in the EODIMS user manual.

(3) The Primary UAM will ensure unit information is correct and includes the proper Military Grid Reference System (MGRS), unit watermark, and appropriate approval chain.

e. Security of EODIMS reports is the responsibility of the submitting units. It is imperative that EOD operators, supervisors, and leaders perform due diligence in the creation, review, and approval of all incident reports. All users of EODIMS should review the EOD Non-Nuclear Security Classification Guide (SCG) located on the EODIMS bulletin board. Any spillage of classified information into the NIPRNET EODIMS must be immediately reported through the USMC EODIMS service representative. Spillage on the EODIMS NIPRNET will cause system shutdowns and loss of data for all services and users.

f. Certain EODIMS reports are provided to outside agencies as part of an information sharing campaign. Narrative sections of EODIMS must be sanitized of all Personally Identifiable Information (PII) prior to being released. Use the drop down box data points as much as possible to capture individual's information.

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g. The reporting of render safe procedures (RSP) shall be made in reference to an EOD 60 Series Publication when appropriate and bear the highest classification of those EOD 60 Series Publications used in performing the RSP.

h. EOD units should avoid the use of "thermal treatment" and "disposal" (in relation to the emergency destruction of UXO and other hazardous explosive devices) in written EOD reports because the environmental interpretations of these terms have specific meaning and consequences under the Resource Conservation and Recovery Act (RCRA) that may impose additional requirements on the Marine Corps. The suitable language for EOD explosive operations includes: "destroy/destruction", "detonate/detonation" or "blown-in-place" (BIP).

i. Pictures shall be incorporated into EODIMS reports.

j. Reports shall take no longer than five working days for approval through the unit and an additional five days for final approval at the Major Command level.

k. Most questions concerning EODIMS can be answered in the training manual; however, the PMO can provide training via Defense Connect Services (DCS) or through a mobile training team. Contact the service representative for additional information.

l. Changes or additions to current data blocks (e.g., DODIC's, tools, units, etc.) of EODIMS can be done quickly however changes that create new data blocks or add capabilities must be reviewed by the JCCB for approval and prioritization. Submit recommendations to the service representative.

m. Deployed EOD units in support of combat operations will submit incident reports on the EODIMS SIPRNET system.

11. Training General. The key to successful EOD operations, in both permissive and non-permissive environments, is a comprehensive, relevant, and realistic training program.

a. NAVSCOLEOD is the only school authorized to teach and qualify personnel within all Branches of the DoD to become EOD Technicians. Each Service maintains a Detachment at NAVSCOLEOD per reference (a) and will designate a senior EOD qualified officer of the detachment as a member of the Technical Training Acceptance Board (TTAB). The Chairmanship responsibilities will

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rotate between the four armed Services annually. The TTAB will approve and standardize all EOD common type individual training.

b. EOD personnel are not authorized to teach EOD techniques and/or procedures to non-EOD qualified personnel within the DoD.

c. EOD Advanced Training Center. EOD Advanced Training Center serves as the central Marine Corps organization for the development, implementation, and execution of advanced EOD training and education for both officer and enlisted, and to provide the technical and tactical skills necessary to conduct full spectrum EOD operations in support of the MAGTF, Supporting Establishment, Homeland Defense, and Special Operations. The following advanced courses are currently being taught at the EODATC:

(1) EOD Supervisor Course: CID M09BNX1 SSgt - GySgt 4 weeks.

(2) EOD Manager Course: CID M09BNY1 MSgt 2 weeks.

(3) EOD Officer Course: CID M09BOE1 WO 2 weeks.

(4) Explosive Ordnance Exploitation Course: CID M09BNZ1 MOS 2336/2305 Sgt - LtCol 3 weeks.

d. Non Traditional Training. Based on the technologically advanced and rapidly changing threats associated with full spectrum EOD operations, the enterprise level training and education continuum cannot always keep pace with current training requirements. In order to mitigate the increased risks of waiting for new tactics, techniques and procedures (TTP) to be inculcated in advanced EOD curriculum, commanders should consider the use of non-traditional training venues that can serve as an interim bridge to fill these gaps.

12. Unit Training. Unit training builds upon the basic skills taught at NAVSCOLEOD and is essential to develop and increase the proficiency of all EOD personnel.

a. Commanders shall ensure that EOD units develop a comprehensive training program, ensuring technical skill requirements for both individual and collective training are satisfied per references (m) and (af).

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b. The EOD unit training program will place primary emphasis on mission oriented, current and emerging threats, and skill progression training.

c. Commanders shall put emphasis on supporting the conduct of unit level training exercises with Army, Air Force, and Navy EOD, as well as other allied nation EOD forces to enhance understanding of capabilities and operational integration; specifically, those exercises that include IED, UXO, and WMD related training.

d. Commanders must ensure their EOD units are fully capable of conducting the EOD related tasks within reference (af), with a focus on specifically supporting Marine Corps Task (MCT) 6.8 "Conduct EOD Operations": defined as, "To conduct operations to detect/locate, access, diagnose, render safe/neutralize, recover, exploit, and dispose of UXO, IED, and WMD that pose a threat to operations, installations, personnel, or material. Tasks include: EOD support to the MAGTF, Supporting Establishment, Homeland Defense, and Special Operations Forces."

e. In accordance with ref (ag) Marine Corps EOD is not responsible for the conduct of installation operational range clearance programs. However, the destruction/clearance of UXO by EOD within the installation ranges can be accomplished as training in accordance with ref (m), while simultaneously enhancing operational range safety programs. Detailed coordination should be accomplished between the Installation EOD OIC and the Installation Commander's Range Management personnel responsible for operational range safety programs.

### 13. Individual Training

a. As first responders and emergency responders, per references (q),(r),(s), and (t) EOD personnel shall be afforded every opportunity to take full advantage of Inter-Service and other government agencies' anti-terrorism force protection training, exercises, and formal schools.

b. References (j) and (m) contain requirements and recommendations for EOD training and progression standards.

c. At a minimum, Commanders will ensure the following core competencies are trained to and sustained by all EOD personnel; including those EOD Marines filling staff billets:

- (1) Render safe of explosive ordnance (EO).
- (2) WMD operations.
- (3) IED defeat operations.
- (4) Post blast investigation.
- (5) Advanced TTPs for EOD tools and equipment.
- (6) Advanced electronics.
- (7) Specialized demolition techniques.
- (8) EOD robotics employment and usage.
- (9) UXO operations.
- (10) Destruction of explosive ordnance.
- (11) Explosive ordnance exploitation to include disassembly, stripping, and inerting operations.
- (12) Explosive ordnance disposal reconnaissance and tactical acuity.
- (13) Homemade explosives (HME) identification and neutralization.

#### 14. Training Aids Library

- a. All EOD units are authorized to maintain a training aids library consisting of inert explosive ordnance items.
- b. All explosive ordnance training aids will be certified and accounted for in accordance with references (t) and (v).
- c. Inert munitions do not contain explosive or energetic material or other hazards. Explosive ordnance that is manufactured specifically for display purposes, empty, or with inert material installed, does not require certification; however, for tracking purposes, these items will be included on the master inert inventory.
- d. All explosive ordnance that has had the explosive material removed and left empty or replaced with inert material shall be certified inert. These items will be included on the

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master inert inventory. EOD units shall maintain a record of all inerted explosive ordnance. The following data, at a minimum, shall be recorded:

- (1) Item description.
- (2) Assigned serial number.
- (3) Certifying official's name.
- (4) Certifying official's signature.
- (5) Date certified.
- (6) Method by which the item was certified inert.
- (7) Item location.
- (8) Final disposition (maintain applicable documentation).

e. Data may be maintained electronically provided all requirements identified above are met. Electronic signatures are authorized.

f. Items transferred from the EOD unit to another organization will be accompanied by a copy of the inert certification. A copy of the certification will be maintained with the EOD organization that performed the original certification.

g. Markings and Identification

(1) The inert items shall be identified by serial number. The serial number shall consist of the unit identification code (UIC) or reporting unit code (RUC) of the EOD activity where the item was certified inert, and a unique number.

(2) The serial number will be affixed to each item by metal engraving tool, steel stamping, indelible ink, or a locally produced label.

(3) Four holes, 90 degrees apart, will be drilled in each item as a ready identifier that the item has been inerted. Exceptions to this requirement include:

(a) Items physically too small to drill.

(b) Items whose historical importance could be diminished by the drilling of holes, metal stamping, or engraving.

(c) Items whose physical characteristics would be altered by the drilling of the holes.

h. EOD activities shall conduct an annual inventory of all inert explosive ordnance within their possession and ensure the inert master list matches the on-hand physical inventory.

15. EOD Related Explosive Mishap

a. In accordance with ref (ah) a Safety Investigation Board (SIB) will be convened during an explosive related mishap. When an EOD related explosive mishap occurs, it is imperative to have an EOD subject matter expert as part of the SIB. A Marine Corps field grade EOD Officer (MOS 2305) serving in an EOD billet shall be used if possible.

b. The final safety investigation board report shall be routed through the DC I&L (LPE-2), EOD OccFld Sponsor for endorsement.

## Chapter 4

### Logistics

1. General. The development of new logistical management processes and strategies has resulted in a better capacity for response in military operations and an improved overall state of combat readiness. The complex array of specialized EOD tools and equipment fielded to every Marine Corps EOD unit requires those personnel within the EOD logistical construct to be fluent in the applicable processes in order to fully support strategic, operational and tactical requirements associated with their mission.

2. Marine Corps Detachment (MARDET) Naval Surface Warfare Center, Indian Head, EOD Technology Division (NSWC IHEODTD)

a. The MARDET NSWC IHEODTD is responsible for coordinating EOD tools, equipment, publications, procedures and requirements between the Joint Service EOD community and Marine Corps EOD. The MARDET NSWC IHEODTD will provide an EOD Officer to serve as the Marine Corps member of the Military Technical Acceptance Board (MTAB), per reference (b).

(1) The MTAB is composed of the senior EOD service detachment officers at NSWC IHEODTD who have the authority to approve for EOD use (AEODU) tools, equipment, publications, and procedures.

(2) AEODU is the determination that Joint Service EOD tools, equipment, and information (or significant alterations of those presently in existence) have undergone appropriate demonstration, assessment, testing and evaluation to ensure sufficient safety and operational suitability. An AEODU can be provided for single service EOD tools by military service request. The MARDET OIC is the reviewing/approving authority for all AEODU's regarding Marine Corps EOD tools, equipment, publications, and procedures.

b. The MARDET NSWC IHEODTD operates a Remote Storage Activity (RSA) of Marine Corps Logistics Command, Albany, GA. All EOD equipment purchased by MARCORSSYSCOM PM CSS including; Purpose Code A (available for issue), Purpose Code C (Marine Reserve), and Maritime Pre-positioning Force stocks of equipment are stored, maintained, and managed by the MARDET NSWC IHEODTD.



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c. The MARDDET NSWC IHEODTD works closely with the EOD Program Manager (PM), Combat Service Support (CSS) MARCORSYSCOM, and Marine Corps EOD Capabilities Integration Officer, DC CD&I (FPID) on matters pertaining to the acquisition and life cycle management of EOD tools and equipment.

(1) The EOD PM is responsible for the acquisition, fielding, and life cycle management of Marine Corps EOD tools and equipment.

(2) EOD requirements originate from the operating forces and supporting establishments in two primary formats: Universal Needs Statement (UNS) submitted in accordance with reference (ai), and/or by completing the Notional Concept submission form and forwarding directly to the MARDET NSWC IHEODTD.

d. The MARDET NSWC IHEODTD is the configuration manager for USMC EOD specific tools and equipment.

e. The MARDET NSWC IHEODTD manages the USMC EOD Web page in order to provide a repository of current USMC EOD information. The web page can be found at the following address <https://intelshare.intelink.gov/sites/usmceod/default.aspx>.

3. Supply. Most EOD tools and equipment are specific tools and equipment in Federal Supply Classes (FSC) 1385 (Surface use EOD tools) developed for and used by qualified EOD personnel. Current Tables of Equipment of required tools and equipment sets for EOD sections are maintained within the Total Force Structure Management System (TFSMS) and should be accounted for/managed in accordance with reference (aj).

a. All EOD tools and equipment shall be maintained in a high state of readiness and repair to facilitate emergency response operations. This state includes, at minimum, quarterly inventories, current calibrations, replacement of broken or lost items, accurate property accounting, and up to date readiness reporting in GCSS-MC including items that are tracked in the Catalog Ordering Logistics Tracking System (COLTS).

b. All EOD units will review MCBul 3000 annually. When EOD equipment is listed in the current Bulletin, ensure that the actions required in reference (ak) are accomplished.

c. EOD units will notify the MARDET NSWC IHEODTD, and the MARCORSYSCOM EOD Project Officer upon receipt of new or replacement EOD equipment. Notification will be conducted

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regardless of where the equipment originated from, (e.g., MARDET NSWC IHEODTD, MARCORSYSCOM, Original Equipment Manufacturer (OEM)).

(1) Upon initial fielding of EOD equipment, units are required to complete the Fielding Evaluation form provided in the Fielding Plan and submit to the EOD Logistician at MARCORSYSCOM. The user evaluation provided with the equipment should be submitted to MARDET NSWC IHEODTD.

(2) EOD units are directed to notify MARDET NSWC IHEODTD and the MARCORSYSCOM EOD Project Officer in any instances where principle end items are transferred to or from another unit, (e.g., MEU, MAGTF, SPMAGTF, MEB, etc.). Minimum information required to report transfer is: TAMCN, quantity, serial numbers, originator and destination. Notification of such transfers should be made using the appropriate DD Form (e.g., DD 1348, DD 1149, Requisition and Invoice/Shipping Document). This is done to ensure reconciliations are maintained in an updated status.

(3) EOD units will conduct a reconciliation of EOD TAMCN items during the month of April of each year with the MARDET NSWC IHEODTD. Intent of the reconciliation is to verify accountability as well as provide critical information to MARDET NSWC IHEODTD and PM EOD MARCORSYSCOM that will affect future budget cycles, acquisition, procurement, and fielding of EOD tools and equipment.

(4) MARDET NSWC IHEODTD is not the approving authority for the initial fielding or replacement of EOD equipment. All requests for equipment will be vetted through the proper channels of the Marine Corps supply system.

d. Per references (aj) and (ak), EOD units must report receipt of principle end items to their unit supply officers to facilitate appropriate updates to GCSS-MC.

e. Per reference (al), EOD units encountering defective or deficient EOD tools and equipment shall submit a Product Quality Deficiency Report (PQDR) via normal supply channels with an info copy sent to MARDET NSWC IHEODTD and the EOD Logistician at MARCORSYSCOM. The same information should also be captured as a deficiency in an EODIMS report, as applicable.

#### 4. General Support and Repair

a. The life cycle management for each EOD TAMCN is normally specific and unique to that particular item. EOD units should consult the applicable Fielding Plan for information that includes but is not limited to: procedures, maintenance, repair, replenishment, disposition, and annual support cost of that item.

b. COLTS is used by the DoD to track certain types of serialized equipment. The web based system will be used by the Inventory Control Point (ICP), Original Equipment Manufacturer (OEM), Depot Repair Facilities, MARDET NSWC IHEODTD, and end users to track, order, effect repairs, and otherwise control depot level repair program assets and parts. The program is being managed by Logistics Department (D3), NSWC IHEODTD.

(1) COLTS is currently applicable to only certain Joint Service EOD tools and equipment. As new Joint Service EOD tools and equipment are fielded, they will be maintained and tracked via COLTS. Additionally, when a COLTS managed piece of equipment requires maintenance or replenishment, the applicable GCSS-MC transactions must be conducted to reflect accurate accountability and readiness.

#### 5. EOD Publications

a. The Automated Explosive Ordnance Disposal Publication System (AEODPS) is the classified system covering the use of EOD specific tools, safety precautions, general information, tested and untested EOD render safe and disposal procedures on all types of explosive ordnance.

(1) In accordance with reference (b), AEODPS is approved for Joint Service EOD use by the MTAB NSWC IHEODTD. AEODPS is currently updated and issued on a quarterly basis as part of the Mobile Field Kit (MFK) software suite and distributed by Commanding Officer, NSWC IHEODTD to all EOD units.

(2) Viewing of AEODPS information is normally restricted to graduates of NAVSCOLEOD who are actively working in a position that requires access to the information to perform EOD missions. EOD personnel are not authorized to release information from EODB 60 series publications to non-EOD personnel. Requests to view AEODPS by non EOD Marine Corps personnel must be sent to Deputy Manager for DoD EOD Technology via the MARDET NSWC IHEODTD.

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(3) Foreign release, or release to civil authorities, of AEODPS Publications, or any portion thereof, shall require authorization from the Commanding Officer, NSWC IHEODTD Code D1, 2008 Stump Neck Road, Indian Head, MD 20640-5070.

(4) Discrepancies discovered in AEODPS should be reported in accordance with the changes section located in the full view text of all AEODPS publications.

(5) All EOD units (including deployed units) will maintain current physical address, mailing address, shipping address, unit address, classified mailing address, unit PLAD, and DODAAC (garrison and deployed) on file with MARDET NSWC IHEODTD to ensure timely distribution of AEODPS.

(6) AEODPS is updated quarterly, as part of the MFK software suite, to include publication releases and modifications. The updates are subsequently distributed on compact disk sets via the United States Postal Service (USPS) and posted to the JEOD Decision Support System (DSS) Portal (found at <https://jeod.disa.smil.mil/web/tsc/home>). . Additionally, new and modified publications are published weekly in pdf format to the JEOD DSS Portal.

(7) Within five working days of receipt of the compact disk sets, receiving units are required to provide acknowledgement of receipt in the form of a classified document receipt. The classified document receipt must be forwarded to Commanding Officer, NSWC IHEODTD Code D1, 2008 Stump Neck Road, Indian Head, MD 20640-5070.

b. In cases where EOD procedures do not exist in AEODPS, more information can be obtained from the Technical Support Center (TSC) at NSWC IHEODTD via NIPR ([eodtsc@navy.mil](mailto:eodtsc@navy.mil)), SIPR (<https://tsc.jeodnet.smil.mil>), or phone (1-800-EOD-INFO).

c. Publications dealing with EOD procedures on nuclear weapons are contained in Special Weapons Ordnance Publications-6 (SWOP-6) manuals. SWOP-6 manuals are written and published by Sandia Laboratories, Albuquerque, New Mexico and are released by the Department of Energy. These publications are stocked and issued by the OIC, Naval Ordnance Station Indian Head Detachment, Army Ammunition Plant, McAlester, OK 74501-5190. Commanders with an EOD capability shall ensure that EOD units maintain SWOP-6 manuals in strict adherence to current directives, and the following:

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(1) Adequate security will be provided for SWOP-6 manuals without impairing the immediate availability or usefulness of the publications.

d. All EOD centric publications, manuals and written materials shall be stored in spaces assigned to and controlled by the EOD unit to facilitate unrestricted 24-hour access by EOD personnel.

6. Class V(W) Ammunition

a. EOD Class V(W) operation and training allowances are contained in the Detailed Allowance Report (DAR) released every fiscal year and can be found at the following website:  
<https://vcepub.tecom.usmc.mil/ammunition/sitepages/home.aspx>.

b. Explosive materials required for EOD operations in support of training exercises must be provided by the MSC providing the EOD support. Units may have to request a special allowance for unplanned or expanded requirements. Special allowances for support of EOD operations may be requested per reference (am). Class V (W) munitions requirements process for determining combat allowances for EOD are contained in reference (an).

c. In accordance with reference (ao), MARCORSSYSCOM PM Ammo serves as the Designated Disposition Authority (DDA) for Marine Corps Class V (W) and provides disposition instructions for all excess, obsolete, unserviceable Class V (W) and waste military munitions.

(HEADER)

IN REPLY REFER TO:  
3571  
EOD/001  
DD Mmm YY

From: EOD Officer in Charge or EOD Company Commander  
To: Deputy Commandant, Manpower and Reserve Affairs, (MMEA 1 / MMEA 22, or MMOA as applicable)  
Via: (1) Commanding Officer, Battalion / Squadron level  
(2) Deputy Commandant, Installation and Logistics (LPE-2), EOD Occupational Field Sponsor

Subj: INVOLUNTARY PERMANENT REMOVAL FROM THE EXPLOSIVE ORDNANCE DISPOSAL (EOD) MILITARY OCCUPATIONAL SPECIALTY (MOS) CASE OF: SERGEANT I.R. JAYFRO / EDIPI

Ref: (a) MCO 3571.2H

Encl: (1) EOD OIC or EOD Company Commander removal from EOD duties notification ltr to Sgt I.R. Jayfro dated 15 Aug 2014.  
(2) Sgt Jayfro statement in response to notification ltr of removal from EOD duties dated 20 Aug 2014.  
(3) Supporting documents as applicable eg. NAVMC 11362 (EOD Screening)

1. In accordance with ref (a) Sgt I.R. Jayfro has been removed from performing EOD duties. This command is requesting permanent involuntary removal from the EOD MOS (2336 or 2305 as applicable).

2. In accordance with ref (a), after the Battalion/Squadron level endorsement of this involuntary permanent removal package, Sgt Jayfro's authorization to wear the EOD breast insignia will be temporarily revoked pending the outcome of the DC M&RA final decision on MOS revocation. Upon approval of permanent removal from the EOD MOS (2336 or 2305 as applicable), Sgt Jayfro's authority to wear the EOD breast insignia will be permanently revoked per ref (a).

3. Point of contact on this matter is CWO xxxxxxxx.

I. M. EOD OIC/COMPANY COMMANDER