



DEPARTMENT OF THE NAVY
HEADQUARTERS UNITED STATES MARINE CORPS
3000 MARINE CORPS PENTAGON
WASHINGTON DC 20350-3000

NOTICE OF INCORRECT PCN

Short Title: MCO 8023.3E VOLUME 1

Long Title: PERSONNEL QUALIFICATION AND CERTIFICATION PROGRAM FOR CLASS V(A)
AMMUNITION AND EXPLOSIVES

This copy of the publication you are reading contains an incorrect Publication Control Number (PCN). For reference purposes, the correct PCN for this document is as follows:

Correct PCN: 10255327900

The error has been identified, and the correct PCN will be used in subsequent versions of the document.

For any questions or further clarification, please contact the Headquarters Marine Corps Publications Program.

HQMC Publications Program
HQMC Publishing and Logistics Systems Management Section (ARDE)
AR Division, Headquarters Marine Corps
3000 Marine Corps, Pentagon Rm 2B253
Washington, DC 20350-3000
Office: 703-695-6527
Cell: 571-319-1353
Program Mailbox: SMB_HQMC_AR_PUBLISHINGS

**PERSONNEL QUALIFICATION AND CERTIFICATION PROGRAM
FOR CLASS V(A) AMMUNITION AND EXPLOSIVES**

Volume 1

MCO 8023.3E

29 Oct 2025

VOLUME 1

**PERSONNEL QUALIFICATION AND CERTIFICATION PROGRAM FOR CLASS
V(A) AMMUNITION AND EXPLOSIVES**

Hyperlinks are denoted by ***bold, italic, blue and underlined font.***

The original publication date of this Marine Corps Order (right header) will not change unless/until a full revision of the MCO has been conducted.

The date denoted by **blue font** (left header) will reflect the date this Volume was last updated.

All Volume changes denoted in **blue font** will reset to black font upon a full revision of this Volume.

CANCELLATION. The publication of this Volume cancels Chapter 3 and all Class V(A) personnel qualification and certification requirements of MCO 8023.3D.

VOLUME VERSION	SUMMARY OF CHANGE	ORIGINATION DATE	DATE OF CHANGES
ORIGINAL VOLUME	N/A	29 Oct 2025	N/A

Submit recommended changes to this Volume, via the proper channels, to the following address:

MARCORSYSCOM (PMM-152)
Commander, Marine Corps Systems Command
2200 Lester Street
Quantico, VA 22134

DISTRIBUTION: PCN 1021055327900

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

**PERSONNEL QUALIFICATION AND CERTIFICATION PROGRAM
FOR CLASS V(A) AMMUNITION AND EXPLOSIVES**

Volume 1

MCO 8023.3E

29 Oct 2025

TABLE OF CONTENTS

REFERENCES.....	REF-1
CHAPTER 1: GENERAL POLICIES.....	1-1
0101 PURPOSE.....	1-2
0103 SCOPE.....	1-2
0103 BACKGROUND	1-2
0104 APPLICABILITY.....	1-2
0105 DOCUMENTATION AND PERSONNEL SCREENING	1-4
0106 RECORDKEEPING SYSTEMS AND ELECTRONIC SIGNATURES	1-4
0107 DEVIATIONS	1-4
0108 DURATION OF CERTIFICATION	1-4
0109 CERTIFICATION TRANSFER AND ACCEPTANCE.....	1-5
0110 DE-CERTIFICATION/SUSPENSION	1-5
0111 REVOCATION OF CERTIFICATION	1-5
0112 TRAINING REQUIREMENTS	1-5
0113 CROSS-TRAINING.....	1-6
CHAPTER 2: PROCEDURES FOR ESTABLISHING A CLASS V(A) QUALIFICATION AND CERTIFICATION PROGRAM	2-1
0201 BACKGROUND	2-2
0202 CERTIFICATION BOARD	2-2
0203 LETTER OF ASSIGNMENT.....	2-2
0204 COMMANDERS' RESPONSIBILITIES	2-2
0205 ASSIGNMENT OF BOARD CHAIRPERSON.....	2-2
0206 BOARD CHAIRPERSON RESPONSIBILITIES.....	2-3

**PERSONNEL QUALIFICATION AND CERTIFICATION PROGRAM
FOR CLASS V(A) AMMUNITION AND EXPLOSIVES**

Volume 1

MCO 8023.3E

29 Oct 2025

0207	ASSIGNMENT OF BOARD MEMBERS	2-3
0208	BOARD MEMBER RESPONSIBILITIES	2-4
0209	CERTIFICATION DOCUMENTATION	2-4
0210	SELECTION OF QUALIFICATION CATEGORIES.....	2-4
021001	TEAM MEMBER (TM) QUALIFICATION AND CERTIFICATION	2-5
021002	TEAM LEADER (TL) QUALIFICATION AND CERTIFICATION	2-6
021003	QUALITY ASSURANCE (QA) QUALIFICATION AND CERTIFICATION	2-6
021004	SAFETY OBSERVER (SO) QUALIFICATION AND CERTIFICATION....	2-6
0211	RANK/GRADE WAIVER	2-7
0212	AVIATION MAINTENANCE AND OTHER NON-65XX PERSONNEL QUALIFICATION AND CERTIFICATION REQUIREMENTS.....	2-7
021201	AVIATION MAINTENANCE PERSONNEL.....	2-7
021202	OTHER NON-65XX PERSONNEL	2-7
021203	TRAINING PREREQUISITES	2-8
0213	QUALIFICATION AND CERTIFICATION SYLLABUS.....	2-8
021301	SYLLABUS OUTLINE.....	2-8
021302	REQUIRED READING	2-8
021303	QUALIFICATION ON-THE-JOB TRAINING (OJT)	2-8
021304	PRACTICAL APPLICATION	2-9
021305	COMPLETION CERTIFICATION.....	2-9
021306	SYLLABUS TIMELINE	2-9
021307	SYLLABUS DOCUMENTATION.....	2-9
0214	SEMIANNUAL TRAINING REQUIREMENTS	2-9
021401	CONDUCT OF TRAINING.....	2-9

**PERSONNEL QUALIFICATION AND CERTIFICATION PROGRAM
FOR CLASS V(A) AMMUNITION AND EXPLOSIVES**

Volume 1

MCO 8023.3E

29 Oct 2025

0215	CROSS-TRAINING QUALIFICATION AND CERTIFICATION BOARD	2-10
021501	OVERSIGHT AND APPROVAL	2-10
021502	BOARD CHAIRPERSON ASSIGNMENT	2-10
021503	BOARD MEMBER ASSIGNMENT	2-10
021504	PERSONNEL QUALIFICATION AND CERTIFICATION	2-10
021505	BIENNIAL TRAINING REQUIREMENTS	2-10
0216	INTERSERVICE SUPPORT (ISS) AND PARTNER NATION OPERATIONS (PNO)	2-11
021601	ISS.....	2-11
021602	PNO.....	2-12
APPENDIX A: FAMILIES OF EXPLOSIVES DEVICES		A-1
APPENDIX B: EXPLOSIVES WORK TASK CODES.....		B-1
APPENDIX C: CLASS V(A) QUALIFICATION/CERTIFICATION TRAINING SYLLABUS EXAMPLE.....		C-1
APPENDIX D: SAMPLE QUAL/CERT FORM		D-1
APPENDIX E: SAMPLE TRAINING DOCUMENTATION FORM.....		E-1
APPENDIX F: GLOSSARY OF ACRONYMS AND ABBREVIATIONS.....		F-1
APPENDIX G: GRADE WAIVER LETTER EXAMPLE		G-1
APPENDIX H: BOARD MEMBER APPOINTMENT EXAMPLE LETTER		H-1
APPENDIX I: BOARD MEMBER APPOINTMENT EXAMPLE LETTER		I-1

**PERSONNEL QUALIFICATION AND CERTIFICATION PROGRAM
FOR CLASS V(A) AMMUNITION AND EXPLOSIVES**

Volume 1 References

MCO 8023.3E

29 Oct 2025

REFERENCES

- a) MCO 5100.29C Vol. 8
- b) MCO 5530.14A
- c) NAVSEA OP 5 Eighth Revision Ammunition and Explosives Safety Ashore
- d) NAVMED P-117
- e) SECNAV M-5210.1
- f) MCO 3571.2H

<div> <div>VOLUME 1: CHAPTER 1</div> <div>ROLES AND RESPONSIBILITIES</div> <div>SUMMARY OF SUBSTANTIVE CHANGES</div> <div> <p>Hyperlinks are denoted by <i><u>bold, italic, blue and underlined font</u></i>.</p> <p>The original publication date of this Marine Corps Order (MCO) Volume (right header) will not change unless/until a full revision of the MCO has been conducted.</p> <p>All Volume changes denoted in blue font will reset to black font upon a full revision of this Volume.</p> </div> </div>			
CHAPTER VERSION	PAGE PARAGRAPH	SUMMARY OF SUBSTANTIVE CHANGES	DATE OF CHANGE

CHAPTER 1

GENERAL POLICIES

0101 PURPOSE

As set forth in the references, this Volume establishes policy and procedural guidance for the management and implementation of the Marine Corps Qualification and Certification (QUAL/CERT) Program for Class V(A) Ammunition and Explosives (A&E). The requirements of this program are in addition to the policy for personnel Arms, Ammunition, and Explosives (AA&E) screening directed by reference (b).

0102 SCOPE

This Volume applies to all Marine Corps activities and Marine Corps tenant commands on any installation where Class V(A) A&E is handled. Marine Corps personnel assigned to Navy or Marine Corps Class V(W) activities/commands shall be governed by the QUAL/CERT program (Marine Corps or Navy) authorized by appropriate order. In cases where a QUAL/CERT program does not exist, Marine Corps personnel shall adhere to the applicable volume of this Order.

0103 BACKGROUND

The QUAL/CERT Program is necessary due to the potential catastrophic consequences associated with explosive mishaps, which could result from the improper handling, loading, processing, and testing of ordnance items/explosive devices. While the increased complexity of modern weapon systems, weapons, and ammunition is a factor, the majority of accidents and incidents involving A&E are not due to the complexity of equipment but are a direct result of:

- A. High tempo operations combined with haste, inattention, inexperience, and complacency of assigned personnel.
- B. Lack of knowledge, or failure to strictly follow pertinent technical manuals, checklists, loading manuals, standard operating procedures (SOP), and safety directives.
- C. Unnecessary assumption of risk.
- D. Disregard of common safety practices.

0104 APPLICABILITY

All military and civilian personnel involved in Class V(A) A&E operations require certification in accordance with this Volume except those personnel and/or tasks involving A&E listed below:

- A. Those personnel (end users) performing explosives operations and/or other tasks associated with the tactical employment of a weapons system.

**PERSONNEL QUALIFICATION AND CERTIFICATION PROGRAM
FOR CLASS V(A) AMMUNITION AND EXPLOSIVES**

Volume 1 Chapter 1

MCO 8023.3E

29 Oct 2025

B. Personnel required to bear arms during the conduct of their duties, and other personnel whose only association with A&E is during security operations, or in the operation of individual/crew-served weapons and personal survival devices; however, such personnel must have received requisite training associated with the explosive device(s) and must understand the inherent danger of A&E.

C. Explosives drivers whose only involvement with A&E is during the transportation of properly packaged A&E. Such personnel must be in possession of an explosives driver's license and valid medical examiner's certificate per references (c) and (d).

D. Watch standers, document destruction personnel, and aircraft wheel watches who handle A&E only during emergencies; however, such personnel must have received requisite training associated with the explosive device(s) and must understand the inherent danger of A&E.

E. Personnel whose sole contact with A&E occurs when temporarily assigned to a working party that has been formed strictly for the purpose of loading/unloading A&E for transportation or when staging A&E for intended use by authorized personnel; however, personnel assigned to Class V(A) working parties shall be properly supervised and instructed in the safety precautions to be followed during such evolutions. All working party personnel must be supervised by a qualified and certified team leader (TL) or quality assurance (QA) and a qualified and certified safety observer (SO), as defined by this Volume, at all times. Range operations supervised by a range safety officer, or a range officer in charge are exempt from this requirement.

F. Nail gun operators that do not handle any explosives, and only secure dunnage to explosives laden conveyances, are not required to be qualified/certified in accordance with this Volume; however, they must be closely supervised by one or more of the following levels, TL, QA, or SO, as defined by this Volume. Prior to each evolution using a nail gun, the operator will receive a nail gun handler's safety summary brief.

G. Tasks exclusively associated with Hazard Class/Division 1.4S. This exemption does not apply to Aviation Life Support Systems personnel.

H. Aircrew, to include crew chiefs and crew masters, whose duties include safing/unsafing and repositioning of airborne weapons covered under specific Naval Air Training and Operating Procedures Standardization (NATOPS) Manuals.

I. Aircrew involved in the employment of tactically configured airborne weapons.

J. Aircrew whose duties include the on-load, off-load, and handling of A&E for air transportation. This includes properly palletized items, individual shipping containers, and fully assembled weapons approved for all-up-round transportation on properly configured armament weapons support equipment.

K. Personnel possessing the 6502 military occupational specialty (MOS) and Master Gunnery Sergeants within the 6591 MOS.

L. Explosive ordnance disposal (EOD) technicians do not require QUAL/CERT in accordance with this Volume; however, they shall be screened in accordance with reference (f) and maintain a valid medical examiners certificate in accordance with references (c) and (d). Handling and storage training shall be documented in the EOD individual training records of technicians involved with storage operations.

M. Armorers and custodian personnel specifically supporting armories handling the limited authorized amounts of hazard class/division 1.3 and 1.4 per reference (a).

0105 DOCUMENTATION AND PERSONNEL SCREENING

Prior to QUAL/CERT in accordance with this Volume, the following requirements shall be met:

A. Personnel shall be AA&E screened per reference (b). Those personnel who fail to meet the screening requirements shall not be certified under the provisions of this Volume.

B. Personnel shall be medically examined in accordance with references (c) and (d) and required documentation shall be maintained in their records.

C. Marine Personnel assigned to Navy commands governed by the Navy QUAL/CERT Program shall maintain all records for eventual transfer with the individual.

0106 RECORDKEEPING SYSTEMS AND ELECTRONIC SIGNATURES

Manual recordkeeping of QUAL/CERT records is only authorized for cross-training, interservice support (ISS), and partner nation operations (PNO). All other personnel QUAL/CERT records shall be maintained and electronically signed in Advanced Skills Management (ASM) or Electronic Qualification (eQUAL) programs. Use of any other system must first be approved by Deputy Commandant for Aviation, Aviation Sustainment Branch (ASB-30).

0107 DEVIATIONS

Deviations to the requirements contained in this Volume are not authorized unless approved in writing by ASB-30. Deviation requests must be submitted in writing through the chain of command to ASB-30 for approval.

0108 DURATION OF CERTIFICATION

A. Certification, unless de-certified/suspended or revoked, is valid for the duration of assignment to the same command while performing the same tasks.

B. For composite squadrons/Marine Expeditionary Unit augmentees, certification from each individual's parent command remains valid for the duration of the composite

assignment unless de-certified/suspended or revoked by the assigned composite chain of command.

0109 CERTIFICATION TRANSFER AND ACCEPTANCE

A. If all family groups and work task codes remain the same, certification levels of military personnel are transferable at the discretion of the receiving command. If the receiving command accepts the previous certification, the receiving board chairperson and individual shall sign the certification form.

B. Individuals transferring from a different type/model/series (T/M/S), staff/special duty assignment, or between maintenance levels (organizational, intermediate, or depot level) will be assigned a certification level and complete the requisite training syllabus in accordance with chapter 2.

C. Certification levels of personnel within a command may remain in effect upon a change in board chairperson without conducting a QUAL/CERT board so long as the new board chairperson accepts the previous board chairperson's certification. To accept the certification, the newly appointed board chairperson shall review the certification levels of the previous certification board and sign the certification within 60-days of assignment as board chairperson. If not accepted, personnel shall be subject to a QUAL/CERT board and re-certification.

0110 DE-CERTIFICATION/SUSPENSION

De-certification/Suspension is intended as a temporary administrative measure that allows for retraining and potential subsequent re-certification. De-certification/suspension is mandatory when an explosive mishap is caused by negligence, carelessness, safety infractions, or when the individual no longer meets AA&E screening or medical requirements as outlined in references (b) and (d). Suspension shall also be utilized for personnel unable to meet training requirements (e.g., personnel removed from their primary duties involving A&E operations, assigned to temporary external billets).

0111 REVOCATION OF CERTIFICATION

Revocation differs from de-certification/suspension in that it is an action taken to permanently remove an individual from the QUAL/CERT Program. In the event of a revocation, administrative action must be taken by the commander to remove individuals from any MOS required to obtain and maintain QUAL/CERT in accordance with this Volume. Individuals whose QUAL/CERT has been revoked shall have a record book entry prohibiting them from performing A&E duties. Certifications shall be revoked whenever such action is determined to be in the best interest of safety. Revocation of certification accompanied by appropriate service record entry is mandatory in the event an explosive mishap caused by gross deliberate acts of negligence, reckless operation of equipment used to handle A&E, flagrant disregard of procedural and/or safety precautions, or other behavior indicating incompetence or unreliability.

**PERSONNEL QUALIFICATION AND CERTIFICATION PROGRAM
FOR CLASS V(A) AMMUNITION AND EXPLOSIVES**

Volume 1 Chapter 1

MCO 8023.3E

29 Oct 2025

In this regard, it should be recognized that incidents and accidents can and do happen through inadvertent acts and minor rule infractions.

0112 TRAINING REQUIREMENTS

Knowledge, understanding, and the competent use of applicable manuals, as well as knowledge of A&E safety precautions and procedures is paramount.

A. The QUAL/CERT of personnel involved in A&E operations will be structured around training programs for each family of explosives devices and operation/task. A&E is segregated into representative family groups in order to preclude the necessity for qualification in each individual type of ammunition/device. Appendices A and B provide a breakdown of these representative family groups, as well as explosives operations/tasks for which QUAL/CERT is required.

B. All training received to support certification and work task codes for which certified, either by on-the-job training (OJT) or through formal/informal periods of instruction (POI), shall be documented and maintained for the duration of the supported certification level in ASM or eQUAL. Manual recordkeeping of OJT or formal/informal POI records is authorized for cross-training, ISS, and PNO.

C. QUAL/CERT training that supports the current certification of personnel shall be conducted at least semiannually (not to exceed 180 days from previous training). Documentation of this training shall be maintained in ASM or eQUAL.

D. Refresher training is highly recommended prior to performing work tasks not conducted on a regular basis.

E. Individuals conducting training are not required to receive that training separately and will document training completion with all other recipients.

F. OJT and formal/informal POI may be documented in ASM as a single entry for all certification levels, provided all personnel receiving training were under the direct supervision of a TL, QA, and SO for the entire training evolution.

0113 CROSS-TRAINING

In order to effectively support Class V(A) integrated aviation operations consisting of multiple T/M/S aircraft, Marine Aircraft Wings (MAW) should direct personnel, when capable and feasible, to perform functions that facilitate qualification and certification on multiple T/M/S aircraft. This integrated training should be designed to create teams within the MAW that can support multiple T/M/S aircraft in joint operational areas.

<p>VOLUME 1: CHAPTER 2</p> <p><u>PROCEDURES FOR ESTABLISHING A CLASS V(A) QUALIFICATION CERTIFICATION PROGRAM</u></p> <p>SUMMARY OF SUBSTANTIVE CHANGES</p> <p>Hyperlinks are denoted by <i>bold, italic, blue and underlined font.</i></p> <p>The original publication date of this Marine Corps Order (MCO) Volume (right header) will not change unless/until a full revision of the MCO has been conducted.</p> <p>All Volume changes denoted in blue font will reset to black font upon a full revision of this Volume.</p>			
CHAPTER VERSION	PAGE PARAGRAPH	SUMMARY OF SUBSTANTIVE CHANGES	DATE OF CHANGE

CHAPTER 2

**PROCEDURES FOR ESTABLISHING A CLASS V(A) QUALIFICATION
CERTIFICATION PROGRAM**

0201 BACKGROUND

Implementation of an effective QUAL/CERT Program requires active attention from all command echelons. In accordance with reference (a), the commander is responsible for explosives safety relating to personnel and equipment. Each command with A&E functions as defined in this Order is responsible for establishing and maintaining a comprehensive training and QUAL/CERT program for personnel involved in the conduct of Marine Corps Class V A&E operations.

0202 CERTIFICATION BOARD

Each unit or activity involved in Marine Corps Class V(A) A&E operations shall establish a certification board in accordance with this Volume for the sole purpose of determining the qualifications of assigned personnel.

0203 LETTER OF ASSIGNMENT

The certification board chairperson and assigned board members shall be appointed via electronic designation in ASM or eQUAL by the commander and are solely responsible to the commander in matters of A&E QUAL/CERT. For the purpose of this Order, commander refers to the squadron level or higher.

0204 COMMANDERS' RESPONSIBILITIES

A. Establish an effective Class V(A) QUAL/CERT program in accordance with this Volume.

B. Appoint qualified personnel via electronic designation in ASM to serve as the Class V(A) QUAL/CERT board chairperson and board members. This responsibility shall not be delegated except in cases where the commander is affiliated with the Selected Marine Corps Reserve. In those cases, this responsibility may be delegated to the senior active-duty officer in the chain of command.

C. Review training, qualifications, and adequacy of certification level for each individual under their cognizance. This authority should be delegated to the certification board chairperson and board members. Reviews will be validated by the individual's and board chairperson's electronic signature in ASM.

0205 ASSIGNMENT OF BOARD CHAIRPERSON

The certification board chairperson shall be one of the following:

**PERSONNEL QUALIFICATION AND CERTIFICATION PROGRAM
FOR CLASS V(A) AMMUNITION AND EXPLOSIVES**

Volume 1 Chapter 2

MCO 8023.3E

29 Oct 2025

A. Aviation Ordnance Officer MOS 6502 or US Navy Designators 6360/6361/6362 or 7361. For station/ammunition supply point operations (i.e., storage, handling, and sentencing only) an Ammunition Officer MOS 2340 is authorized.

B. In the event an officer from the MOS designators specified above is not available, assistance shall be requested via the unit's operational chain of command to assign an aviation ordnance officer; typically, the supporting Marine Aviation Logistics Squadron Ordnance Officer, as the representative board chairperson.

0206 BOARD CHAIRPERSON RESPONSIBILITIES

The board chairperson shall:

A. Serve as the certifying official, when delegated by the commander.

B. Ensure QUAL/CERT of unit personnel aligns with the explosives families and work tasks/operations specified in Appendices A and B that are required to accomplish the unit's mission.

C. Manage the unit/activity QUAL/CERT Program, and ensure administrative procedures are established to implement and maintain the program effectively.

D. Convene a board for all certification levels to properly assess and determine each candidate's skill level and preparedness for qualification.

E. Review proposed courses of instruction and ensure the courses are accurate and current.

F. Review all A&E infractions and make recommendations to the command concerning corrective action to include, but not limited to, additional training, de-certification/suspension, and revocation of certification.

G. Approve the program annual training plan.

0207 ASSIGNMENT OF BOARD MEMBERS

A. In addition to the board chairperson, each certification board shall consist of not less than one qualified individual in the rank of sergeant or above (or service/civilian supervisor equivalent). This grade/rank requirement cannot be waived.

B. Master gunnery sergeants and master sergeants holding the 6591 MOS are authorized to serve in full capacity as board members regardless of certification level. All other board members shall be certified in the same A&E, work task codes, and certification level(s) for which they are recommending certification.

**PERSONNEL QUALIFICATION AND CERTIFICATION PROGRAM
FOR CLASS V(A) AMMUNITION AND EXPLOSIVES**

Volume 1 Chapter 2

MCO 8023.3E

29 Oct 2025

C. The board chairperson shall carefully review all available information relating to the prospective board member's qualifications prior to conducting a personal interview. After completing the interview, the board chairperson will make a recommendation to the commander relative to assignment as a member of the unit's certification board.

D. The commander may augment the certification board with additional personnel from within or outside the command.

0208 BOARD MEMBER RESPONSIBILITIES

The Board Member(s) shall:

A. Ensure QUAL/CERT of unit personnel aligns with the explosives families and work tasks/operations required to accomplish the unit's mission as specified in Appendices A and B.

B. Exercise coordination of the unit's/activity's QUAL/CERT Program, and ensure administrative procedures are established to implement the program concept effectively.

C. Propose and review established unit training standards as necessary to make appropriate recommendations to the board chairperson.

D. Review all A&E infractions and make recommendations concerning corrective action to include, but not limited to, additional training, de-certification/suspension, and revocation of certification to the board chairperson.

E. Ensure individuals have successfully met all requirements outlined in each qualification training syllabus and make recommendations to the board chairperson regarding each candidate's certification level.

F. Maintain an active role in the supervision of all unit/activity explosives operations in order to accurately assess personnel capabilities and/or limitations and make recommendations to the board chairperson to address operational shortfalls or training deficiencies as required.

0209 CERTIFICATION DOCUMENTATION

Certifications shall be documented using ASM or eQUAL. Manual recordkeeping of QUAL/CERT records is authorized for cross-training, ISS, and PNO. All other certifications shall be documented using ASM or eQUAL.

0210 SELECTION OF QUALIFICATION CATEGORIES

Qualification of personnel shall be in the following categories: team member (TM), team leader (TL), quality assurance (QA), and safety observer (SO).

A. New accession individuals are required to earn the TM, TL, and QA qualifications in a successive manner.

B. For personnel that have already successively earned qualifications, it is at the recommendation of the board members and discretion of the board chairperson to select which certification level an individual is capable of performing at. This selection is based upon individual experience, maturity, previous training, and observed performance.

C. Individuals shall not be assigned a certification level that was not previously earned.

D. Personnel that have earned the QA qualification are also inherently qualified and certified to independently function as a TL, or TM. Conversely, the SO qualification is not successively earned and is not indicative of any other inherent qualification(s).

E. Completion of Naval Explosives Safety for Supervisors and Managers (AMMO-49-DL) is required for all TL, QA, and SO certifications however, documented previous completion suffices requirements for all certification levels.

F. The following are the qualification categories:

NOTE

Except for those limited TM tasks identified in paragraph 021001.A, a qualified and certified TL and SO shall be designated and present during all A&E handling evolutions.

021001. TEAM MEMBER (TM) QUALIFICATION AND CERTIFICATION

All personnel requiring certification will be certified to at least the TM level prior to conducting explosives work tasks. As a part of the certification process, the member must demonstrate an understanding of the concept of this Volume and general safety precautions applicable to the work tasks being performed. Completion of a 65XX MOS granting formal school, or the Basics of Naval Explosives Hazard Control course (AMMO-18-DL) and successful completion of the TM training syllabus provides the basis for initial qualification of an individual as a TM.

A. TMs are authorized to conduct the following tasks independently and do not require the supervision of a TL, QA, or SO.

1. Loading and downloading of aircraft crew served weapons (ACSW)
2. Loading and downloading of accessory suspension equipment (ASE) as identified in Appendix (A).
3. Handling and staging of Hazard Class 1.4 ammunition in approved Department of Transportation packaging.

**PERSONNEL QUALIFICATION AND CERTIFICATION PROGRAM
FOR CLASS V(A) AMMUNITION AND EXPLOSIVES**

Volume 1 Chapter 2

MCO 8023.3E

29 Oct 2025

4. Inspection of pyrotechnics stored within aviation life support systems (ALSS) and the handling of those items such as issue and receipt to/from aircrew to include initial packing/special inspections of life rafts, seat survival kits, and survival vests. All personnel performing QA steps prescribed in technical manuals that involve explosives will also be qualified to the level of QA in accordance with this Order.

021002. TEAM LEADER (TL) QUALIFICATION AND CERTIFICATION

All personnel requiring TL QUAL/CERT shall be the rank/grade of corporal (E-4) (or civilian equivalent) or above as their duties require that they direct and supervise others in explosives operations. TLs also certified as an SO may direct an A&E handling evolution while supervising safety so long as they are not directly involved in the evolution (e.g., no hands-on involvement).

A. The basis for initial qualification of an individual as a TL for Class V(A) A&E shall be documented skills and training, work task-oriented experience, completion of AMMO-49-DL, completion of the TL training syllabus in accordance with paragraph 0213, and an understanding of current rules, regulations, and local SOPs.

B. Commanders may waive the rank/grade requirements for TL to the rank/grade of lance corporal (E-3). The individual must be exceptionally qualified; possess documented skills and training which define their ability to perform the tasks assigned.

021003. QUALITY ASSURANCE (QA) QUALIFICATION AND CERTIFICATION

All personnel requiring QA QUAL/CERT shall be the rank/grade of sergeant (E-5) (or civilian equivalent) or above who have been qualified and certified to the TL level. QAs also certified as an SO may direct an A&E handling evolution while supervising safety, so long as they are not directly involved in the evolution (e.g., no hands-on involvement).

A. The basis for qualification of an individual as a QA for Class V(A) A&E shall be documented skills and training, work task experience, completion of AMMO-49-DL, completion of the QA training syllabus in accordance with paragraph 0213, and possess an understanding of current rules, regulations, and local SOPs. Additionally, these personnel must have detailed knowledge of applicable A&E device/system inspection criteria to determine proper storage, accountability, and/or determine that the device/system will function properly. Individuals assigned this certification must also be able to determine that the necessary storage, inspection, assembly, and/or installation procedures have been completed using applicable directives.

B. Commanders may waive the rank/grade requirements for QA to the rank/grade of corporal (E-4). The individual must be exceptionally qualified; possess documented skills and training which define their ability to perform the tasks assigned.

021004. SAFETY OBSERVER (SO) QUALIFICATION AND CERTIFICATION

All personnel requiring SO QUAL/CERT shall be the rank/grade of corporal (E-4) (or civilian equivalent) or above and have sufficient knowledge of applicable safety procedures, the functioning of safety devices, and be able to determine subsequent reaction and emergency response procedures for the operations/tasks for which they are being certified. This grade/rank requirement cannot be waived.

A. The basis for initial qualification of an individual as a SO for Class V(A) A&E shall be documented skills training, work task experience, completion of AMMO-49-DL and the SO training syllabus in accordance with paragraph 0213.

0211 RANK/GRADE WAIVER

Waivers to Class V(A) qualification rank requirements shall be approved by the commander utilizing ASM or eQUAL. This authority shall not be delegated.

0212 AVIATION MAINTENANCE AND OTHER NON-65XX PERSONNEL
QUALIFICATION AND CERTIFICATION REQUIREMENTS

021201. AVIATION MAINTENANCE PERSONNEL

Aviation maintenance personnel, whose duties include receipt, storage, and issue functions, installation/removal of fire suppression and landing gear cartridge actuated devices (CADs), ALSS and egress explosives and pyrotechnic devices, shall be certified under the provisions of this Order.

A. The following types of aviation maintenance work tasks requiring QUAL/CERT under this Order are examples and are not all-inclusive.

1. Installation/removal of aircraft system related cartridges and CADs.
2. Removal/installation and maintenance of aircraft ejection seats and explosively operated canopy removal devices unless the devices fall under the Hazard Class/Division 1.4S exemption directed in paragraph 0104.G.

NOTE

The Hazard Class/Division 1.4S exemption is not applicable to ALSS personnel.

3. Removal/installation of explosives and pyrotechnic devices on aircrew survival equipment.
4. Storage and handling of cartridges, CADs, and propellant actuated devices (PADs).

021202. OTHER NON-65XX PERSONNEL

All other non-65XX personnel may be qualified and certified to perform A&E work tasks in accordance with this Order however, the following restrictions apply.

A. These personnel shall only be qualified and certified to the level of TM.

B. An Aviation Ordnance Officer (MOS 6502) shall serve as the board chairperson for all non-65XX QUAL/CERT.

C. Unless performing tasks identified in paragraph 021001.A, non-65XX personnel certified as TMs shall be supervised by a 65XX TL or QA and SO at all times.

021203. TRAINING PREREQUISITES

aviation maintenance and other non-65XX personnel requiring certification must meet the requisite knowledge, skill, and training for the level to which they are to be certified as described above, to include the completion of a QUAL/CERT Syllabus. AMMO-18-DL is required prior to initial certification. AMMO-49-DL is required for all TL, QA, and SO level certifications however, documented previous completion suffices requirements for all certification levels.

0213 QUALIFICATION AND CERTIFICATION SYLLABUS

A QUAL/CERT syllabus is an integral step in the Class V(A) qualification process and is intended to produce a standard proficiency level necessary to satisfactorily execute work tasks being carried out by prospective TMs, TLs, QAs, or SOs. The respective T/M/S leads are responsible for developing a standardized syllabus to support specific requirements. These syllabi shall be reviewed by Marine Aviation Weapons and Tactics Squadron One for recommendations and routed through the respective Marine Forces to ASB-30 for concurrence prior to being published or changed in ASM. Supplementary manual record syllabi to account for atypical requirements are authorized with approval from the T/M/S lead. The T/M/S lead will make every effort to ensure recurring requirements are included in the standardized syllabus as soon as practical. The following outline identifies the minimum requirements each syllabus must contain. Fulfillment of these requirements shall be documented in ASM or on a format similar to the example provided in Appendix C for atypical requirements approved by the T/M/S lead. This requirement shall be met prior to certification. At no time shall an individual perform a work task not covered in the applicable T/M/S or maintenance level syllabus.

021301. SYLLABUS OUTLINE

The QUAL/CERT syllabus shall be divided into three sections; “Required Reading”, “Qualification OJT”, and “Practical Application”. Before completion, each section requires a sign-off by either a QA/SO, Board Member, or board chairperson for verification. Each section is defined as follows:

021302. REQUIRED READING

**PERSONNEL QUALIFICATION AND CERTIFICATION PROGRAM
FOR CLASS V(A) AMMUNITION AND EXPLOSIVES**

Volume 1 Chapter 2

MCO 8023.3E

29 Oct 2025

Required Reading. This section shall contain a detailed listing of all pertinent technical manuals, checklists, loading manuals, SOPs, and safety directives related to the ordnance work tasks conducted at the certifying unit/activity. The trainee must fully read all publications and/or sections identified and receive signoffs for all before moving on to the next section.

021303. QUALIFICATION OJT

This section itemizes and familiarizes personnel with the weapons systems and relative tasks they will be responsible for in the performance of their duties. This section shall be completed through guided demonstrations and lectures covering various weapon, aircraft, and support equipment configurations that explain and demonstrate in detail, the required skills of the desired qualification.

021304. PRACTICAL APPLICATION

Practical Application. This section serves as verification of the qualification OJT section through the trainee's supervised performance of an evolution (e.g., mission loads or proficiency demonstrations) for each explosive family/device the certification pertains to. This section is applicable to the TL, QA, and SO syllabi only.

NOTE

During the practical application section of training, the minimum certified personnel requirements for each evolution are still applicable.

021305. COMPLETION CERTIFICATION

After completing all sections, the syllabus shall be reviewed and signed-off by a unit/activity board member. Once verified and signed-off, the trainee is then eligible for the formal certification board.

021306. SYLLABUS TIMELINE

The establishment of a timeline for completion will be set at the unit's/activity's discretion but shall be no longer than 90 days for new joins obtaining initial qualification and 180 days for qualification upgrade. Members of the Selected Marine Corps Reserve are authorized up to 180 days for new joins obtaining initial qualification and 365 days for upgrades. At no time shall a board convene without the applicable syllabus having been completed.

021307. SYLLABUS DOCUMENTATION

Syllabi shall be maintained for the duration of the individual's certification at the corresponding level in ASM. All completed Supplemental T/M/S lead approved manual record syllabi shall be attached as an image to the completed syllabus in ASM.

**PERSONNEL QUALIFICATION AND CERTIFICATION PROGRAM
FOR CLASS V(A) AMMUNITION AND EXPLOSIVES**

Volume 1 Chapter 2

MCO 8023.3E

29 Oct 2025

0214 SEMIANNUAL TRAINING REQUIREMENTS

Maintaining the standard proficiency level necessary to satisfactorily execute the work tasks being carried out by TMs, TLs, QAs, or SOs is paramount. It is the responsibility of the unit/activity to develop an annual structured training plan that supports the certification of qualified personnel. All explosives families and work task operations that an individual is certified to shall be covered semiannually by OJT or POI.

021401. CONDUCT OF TRAINING

OJT is the desired method of training for all semiannual training requirements. When OJT cannot be accomplished, a lecture-based POI shall be given. All training shall be given by a subject matter expert (SME) and supervised by a Board Member or an individual qualified to the level of QA. SMEs are not required to hold any specific rank/grade but shall possess the requisite knowledge and experience to properly instruct the subject matter (e.g., Fleet Weapons Support Teams, TLs, QAs). Team Members are not considered SMEs.

0215 CROSS-TRAINING QUALIFICATION AND CERTIFICATION BOARD

Marine Aircraft Wings should take every opportunity to plan, coordinate, and schedule cross-training events between different T/M/S aircraft and maintenance levels in order to enable cross-training of personnel.

021501. OVERSIGHT AND APPROVAL

In order to facilitate coordination and oversight, training plans of all participating units must be forwarded to the cognizant Marine Aircraft Wing for approval prior to execution. Training plans should identify specific weapons, equipment, aircraft T/M/S, and maintenance levels being trained to.

021502. BOARD CHAIRPERSON ASSIGNMENT

Any Aviation Ordnance Officer (MOS 6502) designated in writing by the cognizant Marine Aircraft Wing Aviation Ordnance Officer may serve as the board chairperson for a cross-training board. Manual designation is authorized.

021503. BOARD MEMBER ASSIGNMENT

board members shall be the rank of sergeant (E-5) or above and must be a QA/SO for the explosives family groups, work tasks, and T/M/S or maintenance level for which they are recommending certification to. board members shall be designated in writing by the cognizant Marine Aircraft Wing Aviation Ordnance Officer. Manual designation is authorized.

021504. PERSONNEL QUALIFICATION AND CERTIFICATION

Prior to granting an individual a cross training QUAL/CERT, the following prerequisites shall be met:

- A. Completion of the applicable T/M/S or maintenance level syllabus.
- B. Documented aircraft and/or weapons familiarization training that covers all applicable explosives families and work tasks for the evolutions being conducted.
- C. Documented safety brief received from the TL and/or QA/SO of the evolution (includes hazards, safety measures in place, and an overview of equipment, tools, and procedures).

021505. BIENNIAL TRAINING REQUIREMENTS

Training frequency shall not exceed two years. Training may be completed via OJT, lectures, or other formal/informal POI. All training shall be given by a SME and supervised by the board chairperson or an individual qualified to the level of QA for the T/M/S or maintenance level being provided. SMEs are not required to hold any specific rank/grade but shall possess the requisite knowledge and experience to properly instruct the subject matter (Fleet Weapons Support Teams, TLs, and QAs). Team Members are not considered SMEs.

0216 INTERSERVICE SUPPORT (ISS) AND PARTNER NATION OPERATIONS (PNO).

021601. ISS

Providing ISS that furthers the capabilities of the Department of War (DoW) will be facilitated through the below criteria. Any deviation from these requirements is not authorized without written approval from ASB-30.

NOTE

Authorizing other DoW entities to perform ordnance evolutions that support Marine Aviation presents an increased level of risk to aircraft, weapons, and personnel. Whether it is the product of limited training on the aircraft, weapons, or subtle differences in service requirements, risk should be mitigated to the greatest extent possible prior to being accepted. The commanding officer of the Marine Corps unit/activity should accept any residual risk prior to ordnance evolutions being conducted, especially in a training/peacetime environment.

A. Prior to granting the ability for other services' (US Navy, US Army, US Air Force) personnel to operate as a TM in a Marine Corps Class V(A) ordnance evolution, the following prerequisites shall be met:

- 1. Proof of valid and current ordnance certification (not required to align to the aircraft, ordnance type, or ordnance evolution).

**PERSONNEL QUALIFICATION AND CERTIFICATION PROGRAM
FOR CLASS V(A) AMMUNITION AND EXPLOSIVES**

Volume 1 Chapter 2

MCO 8023.3E

29 Oct 2025

2. Safety brief received from the TL and/or QA/SO of the evolution (includes hazards, safety measures in place, and an overview of equipment, tools, and procedures). Only Marine Corps personnel are authorized to perform the TM tasks identified in paragraph 021001.A independently.

B. Prior to granting the ability for other services' personnel to operate as a TL (or service-level equivalent) in a Marine Corps Class V(A) Ordnance evolution, the following prerequisites shall be met:

1. Proof of valid and current ordnance certification (shall be synonymous to the ordnance type, certification level, and for the work task code at hand).

2. Documented proof (no more than three years old) of familiarization training on aircraft type weapons system (if conducting an aircraft ordnance evolution).

3. Documented safety brief, and review of the procedures, with all members of the evolution (including the QA/SO) (includes hazards, safety measures in place, and an overview of equipment, tools, and procedures).

C. Prior to granting the ability for other services' personnel to operate independently (as a standalone assembly/load/download/arm/dearm/gun jam clearing team) while conducting a Class V(A) ordnance evolution in support of USMC aircraft:

1. The QA/SO (or service level equivalent) shall:

a. Ensure that the TMs are in compliance with paragraphs 021601.A.1 and 021601.A.2.

b. Ensure that TLs (or service equivalent) are in compliance with 021601.B.1 through 021601.B.3.

c. Proof of valid and current ordnance certification (shall be synonymous to the ordnance type, certification level, and for the work task code at hand).

d. Documented proof (no more than two years old and will be provided by the training activity) of familiarization training on aircraft.

e. Weapons shall be assembled in a configuration compatible with the aircraft to be loaded.

f. For aircraft loading evolutions, commensurate Naval Air Systems Command publications/checklists or F-35 Joint Technical Data shall be used.

**PERSONNEL QUALIFICATION AND CERTIFICATION PROGRAM
FOR CLASS V(A) AMMUNITION AND EXPLOSIVES**

Volume 1 Chapter 2

MCO 8023.3E

29 Oct 2025

021602. PNO

PNO will be facilitated through the construction of a DoW level memorandum of agreement (MOA) or a memorandum of understanding (MOU). At a minimum, the MOA or MOU will address the processes, procedures, and training required to authorize personnel on specific family groups and work task codes at existing qualification/certification levels.

APPENDIX A

FAMILIES OF EXPLOSIVES DEVICES

Explosives Family Groups are used to ease the administrative burden associated with certification of the multitude of individual types of explosives devices. The types of explosives devices listed in Figure A-1 are a representative of family groups and are not all-inclusive.

NOTE

Although not listed in each family group description, all associated Accessory Suspension Equipment (e.g., BRU-41, BRU-42, BRU-55, BRU-70, LAU-115, LAU-117, LAU-118, LAU-127, and M299) required to facilitate the loading/downloading of explosives devices is included.

Family Group	Family Group Description
High Explosive munitions and Components	Includes general purpose bombs, fuzes, mortar ammunition, fixed and separate loading projectiles, grenades, land mines, demolition explosives material, blasting caps, and artillery ammunition.
Laser Guided Bombs	Includes all variants of laser guided bombs e.g., GBU-10, GBU-12, GBU-12F/B, and GBU-16.
Precision Guided Bombs	Includes all variants of Joint Direct Attack Munitions and Small Diameter Bombs e.g., GBU-31, GBU-32, GBU-38, GBU-51, GBU-53, and GBU-54.
Special Purpose Bombs	Includes practice bombs and guided training rounds with marker charges, and firebombs with initiators e.g., MK-76, MK-77, and LGTR.
Cluster Bomb Units	Includes cluster bomb units and leaflet dispensers e.g., CBU-99 and PDU-5.
Air Launched Guided Missiles and Components	Includes all variants of air launched guided missiles e.g., AIM-9, AIM-120, AGM-65, AGM-114, AGM-154, and AGM-179.
Surface Launched Guided Missiles and Components	Includes all variants of surface launched guided missiles e.g., Stinger, Javelin, Naval Strike Missile.
Rocket motors, warheads, and associated components.	Includes Smokey Sam, precision guided and unguided rockets, launchers (when loaded), and all associated warheads (e.g., inert, high explosives, flachette, white phosphorus, and illumination).
Small Arms and Aircraft Gun Ammunition	Applicable to all small arms and aircraft gun ammunition up to 25mm. Aircraft crew served weapons are also included in this family group.
Targets, Decoys, and Components	Includes all targets, decoys, and their associated components e.g., AQM-37, BQM-177, MQM-74, tow banners, TALD/ITALD, and JATO/RATO.

Airborne Expendable Countermeasures	Includes all airborne expendable countermeasures e.g., chaff, decoy flares, Magnesium-Teflon [MAGTEF], pyrophoric flares, and GEN-X.
Pyrotechnics	Includes all pyrotechnic signaling and marking devices, parachute flares, and marine location markers. This includes any applicable accessories such as launchers (when loaded).
Smoke Ammunition	Includes White Phosphorous, Plasticized White Phosphorous, Hexachloroethane, Sulphur Trioxide, and riot control munitions. Phosphorus rocket warheads are not included in this family group.
Sonobuoys and Signals	Includes all explosive sonobuoys and explosive signal underwater sound e.g., SSQ-110 and MK-64.
Aircraft-Laid Mines	Includes mines and associated components normally deployed by aircraft to damage or destroy enemy ships, submarines, or landing forces e.g., MK-62, MK-63, MK-65, and MK-67.
Torpedoes	Any under-water propelled ordnance designed to remain under the surface, to include all tactical (war shot), decoy and countermeasure, exercise, and recovery exercise torpedoes.
Cartridges and Cartridge Actuated Devices (CAD).	A small explosive device used to eject stores from launched devices, actuate other explosive systems, or provide initiation for aircrew escape devices. Gas generators are also included in this family group.
Propellant Actuated Devices (PAD)	Includes rocket motors, rocket catapults and tubes. These items are designed to explosively remove the ejection seat and aircrew from an aircraft, stabilize the trajectory of the aircrew and seat combination, separate the aircrew from the ejection seat, and assist in the opening of the parachute.
Aircraft Egress Systems (AES)	Aircraft and unmanned aerial vehicle emergency CADs, aircraft PADs, aircraft SMDC or any other energetic devices associated with an aircraft or aircrew emergency system to include, ejection seats, fire bottle cartridges, aircrew floatation devices with installed pyrotechnics and seawater activated release systems (SEAWARS) CADs. ALSS personnel certified in this family group do not require additional certification in the CAD, PAD, or pyrotechnics family groups.

APPENDIX B

EXPLOSIVES WORK TASK CODES

The following is provided to facilitate the proper selection of the Work Task Codes (WTC) used to document training, certification, and to provide clarification with respect to the intent of this program.

WTC	Description
WTC-1 Handling	Applicable to all operations/tasks that involve the physical act of breaking out, unpacking, counting, inspecting, segregating, lifting, repositioning, or packaging A&E by hand or with the use of powered or pneumatic equipment in order to facilitate storage/stowage, assembly/disassembly/testing, loading/downloading of vehicles, receipt/issue, sentencing and/or transportation. This task also includes explosive hazardous waste and material potentially presenting an explosive hazard.
WTC-2 Storage and Stowage	Applicable to personnel that handle or physically interact with A&E during the act of storing or stowing explosives and explosive devices.
WTC-3 Assembly and Disassembly	Applicable to all operations that facilitate the complete buildup/breakdown of ordnance end items/explosive devices (e.g., MK-82 bomb -attaching fins, installing fuzes); installing signal cartridges in MK-76/BDU-45/48 practice bombs; loading paraflares in SUU-25 dispensers; installing decoy flares into magazines; attaching warheads to rocket motors; installing CADs and PADs into ejection seats.
WTC-4 Loading and Downloading	Applicable to personnel conducting the physical act of loading and downloading an explosive item to or from its launch device. Launch devices include racks and launchers; aircraft gun systems; ACSW; linkless ammunition loading systems, or any device from which delivery and initiation can be accomplished. This task includes installation and removal of ACSW, ASE, CADs, PADs, ejection seats, and all operations performed during the loading, and downloading portions of the governing technical/loading manuals and checklists.
WTC-5 Arm and Dearn	Applies to those procedures in the arming/dearming section of the applicable aircraft loading manual/checklist that place the ordnance item/explosive device in a ready or safe condition (e.g., bomb racks, rocket launchers, guided missiles, guns, paraflares, ejection seats).
WTC-6 Testing	The physical act of conducting a test on all-up-rounds or A&E components (e.g., built-in test, programming, reprogramming, and presetting).
WTC-7 Gun Jam Clearing	Applies to personnel engaged in clearing jammed aircraft guns and ACSW (not applicable to operators of crew-served guns).

APPENDIX C

CLASS V(A) QUALIFICATION/CERTIFICATION TRAINING SYLLABUS EXAMPLE

1. **OBJECTIVE**: This syllabus is provided to ensure that all personnel nominated for a *(TM/TL/QA/SO)* certification have read and understand all references and meet all the requirements necessary to perform the functions as a *(TM/TL/QA/SO)* for *(Unit/Activity)*

2. **REQUIRED READING**: This section contains a detailed listing of all technical manuals, checklists, loading manuals, SOPs, and safety directives pertinent to the certification level *(TM/TL/QA/SO)*. The trainee shall demonstrate a complete understanding of the publications and/or sections identified to receive a sign-off for each item.

- | | |
|-----------------------|-------------------------|
| a. Technical Manual A | _____
Signature/Date |
| b. Technical Manual B | _____
Signature/Date |
| c. Checklist A | _____
Signature/Date |
| d. Checklist B | _____
Signature/Date |

3. **QUALIFICATION OJT**: This section itemizes the weapon systems utilized by *(Unit/Activity)* and their tasks relative to *(TM/TL/QA/SO)* certification. Completion of this section serves to familiarize the trainee with the certification's responsibilities. The trainee shall demonstrate safe practices and a detailed understanding of the weapon system to receive a sign-off for each item.

- | | |
|---------------------------|-------------------------|
| a. Weapon System A | _____
Signature/Date |
| 1. Weapon Configuration A | _____
Signature/Date |
| 2. Handling Equipment A | _____
Signature/Date |
| b. Weapon System B | _____
Signature/Date |
| 1. Weapon Configuration A | _____
Signature/Date |
| 2. Handling Equipment A | _____
Signature/Date |

4. **PRACTICAL APPLICATION**: *(TL, QA, and SO syllabi only)* This section serves to validate the trainee's understanding and proficiency of the certification level through supervised demonstrations of tasks associated to each explosive family/device the certification pertains to.

NOTE

THE MINIMUM CERTIFIED PERSONNEL REQUIREMENTS FOR EACH EVOLUTION
ARE STILL APPLICABLE.

EXPLOSIVE FAMILY/DEVICE	WORK TASK	DATE	QA/SO SIGNATURE
Family/Device A	All Applicable		

5. **RECOMMENDATION**: Having been evaluated in accordance with this syllabus, the trainee is recommended for advancement in certification to the level of (*TM/TL/QA/SO*) upon successful completion of Qual/Cert board review.

Board Member, Unit/Activity, Date

Rank/Name:_____

Date Issued:_____

APPENDIX D

SAMPLE QUALIFICATION/CERTIFICATION FORM

CERTIFICATION LEVELS

TM - TEAM MEMBER
 QA - QUALITY ASSURANCE

TL - TEAM LEADER
 SO - SAFETY OBSERVER

WORK TASK CODES

1. HANDLING
 3. ASSEMBLY/DISASSEMBLY
 5. ARM/DEARM
 7. GUN JAM CLEARING

2. STORAGE/STOWAGE
 4. LOADING AND DOWNLOADING
 6. TESTING

CERTIFICATION

EXPLOSIVE FAMILY/DEVICE	WTC	CERT LEVEL	INDIVIDUAL SIGNATURE	BOARD CHAIRPERSON	DATE CERTIFIED

NOTE: THE CERTIFICATION LEVELS ABOVE HAVE BEEN REVIEWED AS PER DATES AND SIGNATURES INDICATED BELOW.

INDIVIDUAL

BOARD CHAIRPERSON

SIGNATURE _____ DATE _____

SIGNATURE _____ DATE _____

COMMANDER: _____

SIGNATURE (IF REQUIRED)/ DATE _____

NAME _____ RANK _____ MOS _____ ACTIVITY _____

APPENDIX E

SAMPLE TRAINING DOCUMENTATION FORM

TRAINING ROSTER

<u>INSTRUCTOR</u>		<u>RANK/GRADE</u>	<u>EDIPI</u>
<u>CLASS/LECTURE</u>		<u>DATE</u>	<u>UNIT</u>
<u>RANK</u>	<u>NAME</u>	<u>UNIT</u>	<u>SIGNATURE</u>

APPENDIX F

GLOSSARY OF ACRONYMS AND ABBREVIATIONS

A&E – Ammunition and Explosives

AA&E – Arms Ammunition and Explosives

ACSW – Aircraft Crew Served Weapons

AES – Aircraft Egress System

AGM – Air-to-Ground Missile

AIM – Air Intercept Missile

ALSS – Aviation Life Support Systems

AQM – Air Launched Target Drone

ASB – Aviation Sustainment Branch

ASE – Accessory Suspension Equipment

ASM – Advanced Skills Management

BRU – Bomb Rack Unit

BQM – Multiple Rack Target Drone Missile

CAD – Cartridge Actuated Device

CBU – Cluster Bomb Unit

DoW – Department of War

EOD – Explosive Ordnance Disposal

eQUAL – Electronic Qualification System

GBU – Guided Bomb Unit

ITALD – Improved Tactical Air Launched Decoy

ISS – Interservice Support

JATO – Jet Assisted Takeoff

LGTR – Laser Guided Training Round

LAU – Launcher Unit

MAGTEF – Magnesium Teflon

MAW – Marine Aircraft Wing

MOA – Memorandum of Agreement

MOS – Military Occupational Specialty

MOU – Memorandum of Understanding

MQM – Mobile Ground Launched Target Drone Missile

NATOPS – Naval Air Training and Operating Procedures Standardization

OJT – On the Job Training

PAD – Propellant Actuated Device

PDU - Pamphlet Dispensing Unit

PNO – Partner Nation Operations

POI – Period of Instruction

QA – Quality Assurance

RATO – Rocket Assisted Takeoff

SEAWARS - Seawater Activated Release System

SMDC – Shielded Mild Detonating Cord

SME – Subject Matter Expert

SO – Safety Observer

SOP – Standard Operating Procedures

SSQ- Explosive Source Sonobuoy

TALD – Tactical Air Launched Decoy

TM – Team Member

T/M/S – Type/Model/Series

TL – Team Leader

APPENDIX G

GRADE WAIVER EXAMPLE LETTER



UNITED STATES MARINE CORPS
(UNIT ADDRESS)

IN REPLY REFER TO:
8023
ORD
10 Nov 75

From: Commander, (Unit)
To: Board Chairperson, (Unit)

Subj: WAIVER OF RANK REQUIREMENT TO [TEAM LEADER or QUALITY
ASSURANCE] ICO (Grade Name EDIPI/MOS USMC)

Ref: (a) MCO 8023.3_ Volume 1

1. In accordance with reference (a), a rank waiver is granted to fulfill the duties as a (Team Leader or Quality Assurance) in the Command's Personnel Qualification and Certification Program of Class V Ammunition and Explosives.
2. SNM grade/name has the experience required to fulfill the responsibilities of a (Team Leader, Quality Assurance, or Safety Observer).
3. The point of contact at this command is (Ordnance/Ammunition Officer), requesting unit, telephone number, email address.

(COMMANDER)

Copy to:
Squadron CO
board chairperson File
MALs/MAG OrdO
Squadron OrdO
SNM

APPENDIX H

BOARD CHAIRPERSON APPOINTMENT EXAMPLE LETTER



UNITED STATES MARINE CORPS
(UNIT ADDRESS)

IN REPLY REFER TO:
8023
ORD
10 Nov 75

From: Commander, (Unit)

To: (Grade Name EDIPI/MOS USMC)

Subj: ASSIGNMENT AS THE QUALIFICATION AND CERTIFICATION BOARD
CHAIRPERSON FOR (UNIT)

Ref: (a) MCO 8023.3_ Volume 1

1. In accordance with the reference, you are hereby assigned as the (UNIT) Qualification and Certification board chairperson.
2. You will be guided in the performance of your duties by the references.

(COMMANDER)

Copy to:
(SNO)
(CO)

APPENDIX I

BOARD MEMBER APPOINTMENT EXAMPLE LETTER



UNITED STATES MARINE CORPS
(UNIT ADDRESS)

IN REPLY REFER TO:
8023
ORD
10 Nov 75

From: Commander, (Unit)

To: (Grade Name EDIPI/MOS USMC)

Subj: ASSIGNMENT AS THE QUALIFICATION AND CERTIFICATION BOARD
MEMBER FOR (UNIT)

Ref: (a) MCO 8023.3_ Volume 1

1. In accordance with the reference, you are hereby assigned as the (UNIT) Qualification and Certification Board Member.

2. You will be guided in the performance of your duties by the references.

(COMMANDER)

Copy to:
(SNO)
(CO)