UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
POSTAL SERVICE CENTER BOX 8003
CHERRY POINT, NORTH CAROLINA 28533-0003
AND
2D MARINE AIRCRAFT WING
POSTAL SERVICE CENTER BOX 8050
CHERRY POINT, NORTH CAROLINA 28533-8050

ASO 8027.1N Ch 1
AOPS
WgO 8027.1N Ch 1
AGSD
16 Apr 14

AIR STATION ORDER 8027.1N and WING ORDER 8027.1N Ch 1

From: Commanding Officer, Marine Corps Air Station, Cherry Point
Commanding General, 2d Marine Aircraft Wing
To: Distribution List

Subj: STANDARD OPERATING PROCEDURES FOR EXPLOSIVE ORDNANCE DISPOSAL

Ref: (a) MCO 3571.2H
(b) MCO 8020.13
(c) MCO 8020.10B
(d) NAVMC 3500.66A
(e) DoD Directive 3025.18, Ch 1
(f) DoD Directive 3025.13, Ch 1
(g) DoD Instruction 3025.21
(h) DoD Instruction 2000.18
(i) ULSS-007996
(j) ASO 3550.1

Encl: (1) Explosive Ordnance Disposal (EOD) Operating Procedures

1. Situation

a. To establish procedures, instructions, and duties for combined Marine Corps Air Station (MCAS), Cherry Point/2d Marine Aircraft Wing (2d MAW) EOD support.

b. To assign responsibilities to ensure prompt, effective, and coordinated implementation of EOD services in compliance with references (a) through (j).

2. Cancellation. AirStaO 8027.1M and WgO 8027.1M.

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

3. Mission. The MCAS Cherry Point/2d MAW Combined EOD Team mission is to support the operating forces, supporting establishment, homeland defense, and special operations forces, by locating, accessing, identifying, rendering safe, neutralizing, and disposing of hazards from chemical, biological, radiological, nuclear, and high-yield explosive (CBRNE), unexploded explosive ordnance (UXO), improvised explosive device (IED), and weapons of mass destruction (WMD) that present a threat to operations, installations, personnel, or material aboard MCAS Cherry Point, the local area, and external organizations.

4. Execution

a. Commander's Intent and Concept of Operations.

(1) Commander's Intent. To promulgate procedures and policies pertaining to tasking and support of the MCAS Cherry Point/2d MAW Combined EOD Team; provide a single source EOD organization to facilitate timely support of MCAS Cherry Point, MCALF Bogue Field, MCOLF Atlantic, and the local community. If conflicts arise, the higher level directive shall take priority.

(2) Concept of Operations. This Order sets forth a basis for operational support of organic combined EOD assets to support strategic, operational, and tactical requirements.

5. Administration and Logistics. The Commanding Officers of MCAS Cherry Point Naval Clinic and Fleet Readiness Center East (FRC-E), concur with this Order insofar as it pertains to members of their command.

6. Command and Signal.

a. Command. This Order is applicable to all active duty military, Reserve military, civilian employees, and government contractors operating within MCAS Cherry Point including external agencies requesting EOD services from the MCAS Cherry Point/2d MAW Combined EOD Team.

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

M. T. PALMER
Chief of Staff

T. M. PEHRSON
Executive Officer

DISTRIBUTION: 2d MAW A
MCAS A

UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION
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CHERRY POINT, NC 28533-0003
AND
2D MARINE AIRCRAFT WING
II MARINE EXPEDITIONARY FORCE
POSTAL SERVICE CENTER BOX 8050
CHERRY POINT, NC 28533-8050

ASO 8027.1N Ch 1
AOPS
WgO 8027.1N Ch 1
AGSD

27 JUN 2017

WING AND AIR STATION ORDER 8027.1N Ch 1

From: Commanding Officer, Marine Corps Air Station, Cherry Point
Commanding General, 2d Marine Aircraft Wing
To: Distribution List

Subj: STANDARD OPERATING PROCEDURES FOR EXPLOSIVE ORDNANCE DISPOSAL

1. Situation. To transmit changes to the basic Order. To transmit edits to the references of the basic Order.

2. Mission. To update the references to the basic Order.

3. Execution

a. Update reference (a) to MCO 3571.2H.

b. Delete reference (d), "NOSSAINST 8023.11B".

c. Relist reference (e) as reference (d).

d. Relist reference (f) as reference (e).

e. Relist reference (g) as reference (f) and add ", Ch 1" after "3025.13".

f. Relist reference (h) as reference (g).

g. Relist reference (i) as reference (h).

h. Relist reference (j) as reference (i).

i. Delete reference (k), "AirStaO 3202.1B, Annex C, Appendix 3".

j. Delete reference (l), "AirStaO 3570.2S".

k. Add "ASO 3550.1" as reference (j).

l. Change the wording of the last sentence of 1b (Situation) to read "in compliance with references (a) through "(j)".

Distribution Statement A: Approved for public release; distribution is unlimited.

ASO 8027.1N Ch 1
AOPS
WgO 8027.1N Ch 1
AGSD

27 JUN 2017

4. Filing Instructions. File this change transmittal directly behind the signature page of the basic Order.

R. D. CURTIS
Chief of Staff

B. MOLL
Executive Officer

DISTRIBUTION: A MCAS
A 2d MAW

STANDARD OPERATING PROCEDURES FOR EXPLOSIVE ORDNANCE DISPOSAL

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Chapter 1

General

1. Mission. The MCAS Cherry Point/2d MAW Combined EOD Team mission is to support the operating forces, supporting establishment, homeland defense, and special operations forces, by locating, accessing, identifying, rendering safe, neutralizing, and disposing of hazards from chemical biological radiological nuclear and high-yield explosive (CBRNE), unexploded explosive ordnance (UXO), improvised explosive device (IED), and weapons of mass destruction (WMD) that present a threat to operations, installations, personnel, or materiel aboard MCAS Cherry Point, the local area, and external organizations.

2. Supporting Establishment EOD Organizations. Aboard MCAS Cherry Point the Supporting Establishment EOD component consists of the Station EOD Team. Station EOD personnel are attached to Headquarters & Headquarters Squadron (H&HS) and operationally directed through Airfield Operations (AirOps).

3. Operating Force EOD Organizations. Aboard MCAS Cherry Point the operating force EOD component consists of two EOD sections within 2d MAW, a Marine Wing Support Squadron-271 (MWSS-271) EOD section and an MWSS-274 EOD section. Each section consists of one officer and eight enlisted Marines.

a. Due to the small size of the Station EOD section, each of the MWSS EOD sections (when not operationally employed) shall provide direct support to Station EOD for operational commitments and watch standing per this Order and references (a) through (l).

b. The MWSS support is to be provided on a not-to-interfere basis with the primary operational mission of the MWSS teams. Support provided by the MWSS EOD Sections shall take precedence over all other forms of watch or duty. The MWSS EOD personnel shall comply with this Order to perform duty in support of the Station EOD section.

c. Direct liaison between the EOD sections is authorized and will be the means of coordinating operational support and watch standing rosters.

4. Duties and Responsibilities

a. H&HS Commanding Officer. Assign one Station EOD Officer,

MOS of 2305, as the Station EOD Officer-in-Charge (OIC) who shall report on Station EOD actions, personnel, and EOD requirements.

b. MCAS Cherry Point Operations Directorate. Provide for, coordinate external provisions, and maintain the response equipment necessary to support the MCAS Cherry Point/2d MAW Combined EOD Team.

c. MCAS Cherry Point Facilities Directorate

(1) Provide applicable physical security requirements to store appropriate quantities of Class V(W) items for emergency response. By letter of agreement, Station EOD has authorization to store up to 50 pounds net explosive weight (NEW) of HC/D 1.3 and 1.4 in EOD operating buildings as part of the unit's immediate response tool kit. The total NEW will not exceed 50 pounds and all storage will comply with fire protection regulations and safety/physical security requirements per the letter of agreement.

(2) Provide a dedicated EOD bunker within the Station ammunition supply point.

d. MCAS Cherry Point Motor Transport Department

(1) The established Non-Tactical Vehicle/Equipment (NTV/E) requirement for the EOD Section aboard this Air Station to remain fully mission capable and provide a 24 hour emergency response capability is:

(a) Three 1-ton, dual-rear-wheel, crew-cab, off-road capable trucks equipped with appropriate emergency lighting, sound devices, communications equipment, and a winch.

(b) Two enclosed commercial trailers with environmental control units capable of storing and transporting appropriate EOD Emergency Response and CBRNE equipment.

(c) The vehicles shall not be equipped with items which are not Hazard from Electromagnetic Radiation to Ordnance (HERO) certified and would prevent access to ammunition storage areas or limit the transportation of Class V material or UXO.

(2) Initiate with the EOD Officer an annual NTV/E review per MCO P11240.106B, to ensure the continued availability of appropriate vehicles per ref (a).

(3) Ensure that EOD Technicians receive and document the appropriate training prior to being issued a valid U.S. Government Motor Vehicle Operator's Identification Card (OF-346), which they must maintain with the following qualifications:

(a) 4x4 Commercial Vehicle; in order to operate the EOD vehicles.

(b) Emergency Vehicle Operator (EVOC); in order to operate the EOD vehicles while using lights and sirens.

(c) Hazardous Material (Ammo); in order to operate the EOD vehicles while transporting ammunition and explosives.

(4) Ensure a replacement vehicle is made available in the event of equipment failure.

e. Telecommunications and Information Systems Directorate

(1) Provide seven HERO certified hand held radios and chargers to Station EOD in order to maintain communication with the Provost Marshal Office (PMO), the Emergency Operations Center, Crash Crew, Range Control, and ATC. Provide an EOD frequency for internal communication within the EOD section.

(2) Provide vehicle-mounted radio assets capable of communicating with the above entities, for each response vehicle.

f. Commanding Officer, Naval Health Clinic. Assign a Corpsman to Station EOD on an 'as needed' basis. Each MWSS EOD will receive operational Corpsman support from their parent MWSS.

g. Aviation Ground Support Department (AGSD). Assign one EOD Officer, MOS of 2305, as the 2d MAW EOD Officer who shall report on 2d MAW actions, personnel, and EOD requirements. The MWSS EOD section leaders will coordinate with the 2d MAW EOD Officer.

h. Station and MWSS EOD OICs

(1) Advise the respective MCAS Cherry Point and 2d MAW chain of command on all matters pertaining to the MCAS Cherry Point/2dMAW Combined EOD Team.

(2) Conduct vulnerability assessments for EOD incident response preparedness and identify critical infrastructure nodes that can affect an installation's or tenant organization's ability to perform its mission.

(3) Prepare monthly MCAS Cherry Point/2d MAW combined EOD Team duty schedules.

(4) Prepare and maintain required EOD incident reports and demolition range records.

(5) Develop a comprehensive training program, ensuring technical skill requirements for both individual and collective training per reference (e) and Mission Essential Tasks. Direct liaison with other EOD units within the geographical area is authorized and highly encouraged for training and operations.

(6) Maintain coordination and liaison with other services' EOD units, federal agencies, and civil authorities, as required.

(7) Screen all subordinate EOD personnel for MOS sustainment annually.

(8) Submit Hazardous Duty Incentive Pay (HDIP) rosters for all personnel monthly.

i. Station EOD OIC

(1) Establish and maintain an internal Letter of Instruction (LOI) for the MCAS Cherry Point/2d MAW Combined EOD Team covering emergency and non-emergency response procedures and requirements, assignment of categories and priorities for all reported EOD incidents, and other EOD specific operations and requirements. Ensure joint concurrence from both Station and 2d MAW EOD OICs for this LOI.

(2) Program resources necessary to meet MCAS Cherry Point/ 2d MAW Combined EOD Team emergency and non-emergency response needs and comply with appropriate DoD Instructions.

(3) Develop, train, exercise, maintain, sustain, and assess procedures and training that promotes the preparation for responding to and mitigating the effects of an EOD emergency event on a DoD installation.

(4) Establish and maintain the Standard Operating Procedures (SOP) for Non-Emergency EOD Operation Aboard MCAS Cherry Point. As the EOD Range OIC, ensure the EOD Range is run per the procedures in reference (l).

Chapter 2

Personnel

1. Clearance Requirements

a. All EOD personnel must possess a Final Secret security clearance based on a Single Scope Background Investigation. All EOD officers are required to maintain Top Secret (TS) eligibility. It is recommended that all EOD Master Sergeants and Master Gunnery Sergeants also maintain TS eligibility.

b. All EOD personnel must possess Critical Nuclear Weapons Design Information access.

c. All EOD personnel must meet the requirements for assignment to a critical position within the nuclear weapons Personal Reliability Program.

2. Military Occupational Specialty (MOS) Specific Training. Unit training builds upon the basic skills taught at the Naval School of EOD and is essential to develop and increase the proficiency of EOD personnel. MCAS Cherry Point/2d MAW Combined EOD Team training will place primary emphasis on mission oriented, current and emerging threats, and skill progression training.

a. Training will be guided by the EOD MOS Roadmap, EOD Skills Progression, and the EOD Training and Readiness Manual. All EOD OICs will ensure the following competencies are trained to and sustained by all MCAS Cherry Point/2dMAW Combined EOD Team members:

(1) Render Safe of Explosive Ordnance (EO).

(2) WMD Operations.

(3) CBRNE Operations.

(4) IED Defeat Operations.

(5) Disassembly and Inerting.

(6) Post Blast Investigation.

(7) Advanced Tactics, Techniques, and Procedures (TTPs) for EOD Tools and Equipment.

(8) Advanced Electronics.

(9) Specialized Demolition Techniques.

(10) EOD Robotics Employment and Usage.

(11) UXO Operations.

(12) Destruction of EO.

(13) EO Exploitation.

(14) EO Reconnaissance.

(15) Homemade Explosives Identification and Neutralization.

b. While the tasks laid out above can be completed at the unit level, MOS progression requires advanced training, unavailable at the unit level which must be sourced from other venues. As emergency responders, EOD personnel should be afforded every opportunity to take full advantage of inter-Service and other government agencies' anti-terrorism force protection training and exercises.

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

3. Medical Requirements. All Marine Corps EOD personnel will meet the medical requirements listed in article 15-107 of the U.S. Navy Manual of the Medical Department (NAVMED P-117) for explosive handling and/or explosive driver and additional medical requirements per reference (a).

4. Billet Assignments

a. For ease of coordination, all EOD personnel aboard MCAS Cherry Point are co-located in Building 1795 while in garrison.

b. All qualified EOD personnel, when not operationally employed, shall be available monthly for assignment to the combined EOD duty schedule. Due to the technical and perishable nature of the EOD skill set, EOD Officers will make every effort to maintain all personnel in a qualified status. EOD personnel not meeting their annual EOD screening will not be used in any duty status.

c. Assignment to the MCAS Cherry Point/2d MAW Combined EOD Team duty schedule shall take precedence over all other duties.

5. Hazardous Duty Incentive Pay (HDIP). HDIP (Demolition Duty) will only be awarded to participating MCAS Cherry Point/2d MAW Combined EOD Team personnel during months in which demolition of explosives are performed. The EOD OICs will ensure the proper documentation is recorded and submit an HDIP letter monthly for accurate and timely entry into the Marine Corps Total Force System.

6. EOD Travel Per Diem. Per the Joint Federal Travel Regulations, MCAS Cherry Point/2d MAW Combined EOD Team personnel will rate per diem for all off-station response calls that exceed 12 hours. The senior EOD technician on scene has the authority to make the decision to remain overnight when returning at a reasonable time is not possible, or, if returning may endanger life or property. Travel will be arranged through the defense travel system (DTS).

Chapter 3

Billets and Duties

1. EOD Response. The MCAS Cherry Point/2d MAW Combined EOD Team may be utilized for the following tasking aboard MCAS Cherry Point and, when approved, for external agency support:

a. Respond to incidents when aircraft ordnance has been armed or damaged and constitutes a hazard. Routine downloading or de-arming is not an EOD function.

b. Respond to incidents involving water crashes where aircraft with ordnance may present an ongoing hazard to lives or property.

c. Conduct render-safe procedures on IEDs and WMDs that present a threat to operations, the installation, personnel, or materiel and to aid in their disposal.

d. Respond to incidents involving UXO.

e. Respond to any incident which requires the locating, identification, rendering safe, or disposal of any nuclear, chemical, or biological ordnance or component thereof, both U.S. and foreign.

f. Clearing of unexploded ammunition from training or test ranges, when necessary for safe range maintenance, remediation, and completion of Training and Readiness standards.

g. Destruction of unserviceable ammunition by detonation or burning upon authorization from the Marine Corps Systems Command Designated Disposition Authority.

h. Support of the United States Secret Service (USSS) in Very Important Person Protection and Support Activity (VIPPSA) when requested, dependent upon operational priorities.

i. Perform UXO hazard briefings and IED briefings which meet the requirements of the Block I & II Pre-Deployment Training Program at the request of units aboard MCAS Cherry Point.

j. Conduct accident/incident investigation procedures per the the MCAS Cherry Point/2d MAW Combined EOD Team Duty LOI.

k. EOD range support will be conducted as directed or per the SOP for Non-Emergency EOD Operations Aboard MCAS Cherry Point.

2. EOD Watch

a. The MCAS Cherry Point/2d MAW Combined EOD Team EOD duty will be comprised of one EOD Team Leader and one EOD Technician, Primary MOSs of 2305 and 2336.

b. Specific duty watch responsibilities are outlined in the MCAS Cherry Point/2d MAW Combined EOD Team standing LOI.

c. Duty will be stood from 0730 to 0730 on weekdays. Weekend duty will be stood from 0730 Friday to 0730 Monday. In the case of a holiday weekend, duty encompasses the entire holiday period.

d. During working hours the EOD building is the appointed place of duty and the uniform of the day for the duty will be the Marine Corps Combat Utility Uniform. The duty technician will verify recall information with the PMO Desk Sergeant at the conclusion of working hours, prior to securing.

3. Incident Categories

a. If multiple incidents occur simultaneously, the on-site EOD Team Leader will determine the incident category.

b. 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 defined below:

(1) Category A. Incidents that constitute a grave and immediate threat to the Air Station. 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. 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. 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. Incidents that constitute no threat at present.

4. Homeland Defense

a. Upon request, the MCAS Cherry Point/2d MAW Combined EOD Team will provide support to incidents involving situations beyond the normal capabilities of other first responders.

b. Assistance will be provided, upon request, to federal agencies or civil authorities in the interest of public safety. This assistance includes response to IEDs that may contain non-DoD commercial explosives, chemicals, or other dangerous materials which EOD units are trained and equipped to address. Such requests are subject to command approval and availability of the MCAS Cherry Point/2dMAW Combined EOD Team.

5. Anti-Terrorism and Force Protection. The Station and 2d MAW EOD OICs may advise commanders during the planning phase of air station ATFP plans. The EOD OICs will provide commanders with the following:

a. Review of vulnerability assessments, threat assessments, identify available support assets, analyze effectiveness of current protective measures, and make recommendations for improvements.

b. Technical information on current IED and CBRNE threats, technical advice on explosive effects, and recommendations for protecting personnel and property.

Chapter 4

Procedures for Requesting MCAS Cherry Point/2D MAW Combined EOD Team Support

1. Air Station Emergency Requests

a. All flight line emergency requests for MCAS Cherry Point/ 2d MAW Combined EOD Team support shall come from the Air Traffic Control Tower via the crash phone, or the EOD duty cell phones.

b. The AirOps Officer and Deputy AirOps Officer have the authority to direct EOD to support any flight line emergency, or request for support on the flight line.

c. All other on-station emergency requests shall be routed through the PMO Desk Sergeant at (252)466-5123/3615/3616.

d. The PMO Desk Sergeant will notify the MCAS Cherry Point, 2d MAW Combined EOD Duty Watch either by land-line telephone or the EOD duty cellular telephones.

e. The Station EOD OIC has the authority to respond to all on-station emergency requests. Notification shall be made to the Air Operations Officer or appropriate member of the command in his absence, verbally at departure and a written notification upon return containing the '5Ws' and disposition of the item.

f. All bomb threats shall be handled per reference (k).

2. Off-Station Emergency Requests

a. All off-station emergency requests shall be routed through the PMO Desk Sergeant. The PMO Desk Sergeant will notify the MCAS Cherry Point/2dMAW Combined EOD Team Watch by either land-line telephone or the EOD duty cellular telephones of the nature of the incident, location of the incident, and point of contact for the incident.

b. The MCAS Cherry Point/2d MAW Combined EOD Duty Watch shall notify the Station EOD OIC or Staff Non-Commissioned Officer-in-Charge (SNCOIC) of off-station emergency support requests.

c. The MCAS Cherry Point/2d MAW Combined EOD Team OIC or SNCOIC shall notify the chain of command for approval.

(1) The AirOps Officer has the authority to approve off-station requests for support in the case of military munitions, discarded military munitions, and UXO that appear to have DoD origins.

(2) The Director of Operations has the authority to approve off-station requests for support in the case of non-DoD munitions if there is an immediate threat in order to save lives, prevent human suffering, or mitigate great property damage and a civil EOD team cannot respond.

(3) Ultimate authority for off-station responses resides with the CO, MCAS Cherry Point; reference (a) applies.

d. Following approval for a request for emergency support, the MCAS Cherry Point/2d MAW Combined EOD Duty Team Leader will send out an email to the MCAS Cherry Point EOD distribution list prior to responding to the incident. This email shall contain the '5 Ws' and the approval authority. Another e-mail will be sent upon completion of the mission stating the disposition of the hazards. The MCAS Cherry Point EOD distribution list address is chpteod@usmc.mil.

3. Routine Off-Station Requests. Routine requests for off-station EOD support will be directed to the EOD OIC/SNCOIC at (252)466-2901/3622. Requests must be submitted in writing to the EOD OIC/SNCOIC as directed. The EOD OIC or SNCOIC will route requests to the appropriate approval authority. Written requests must include the following:

a. Name, title, organization, and telephone number of the requesting organization.

b. Specific location at which assistance is requested.

c. Time of reporting and expected assistance duration.

d. Description of the assistance requested.

e. Availability of a requesting organization liaison with liaison contact information.

Chapter 5

Procedures for Requesting Very Important Person Protection Support Activity (VIPPSA)

1. Policy. As directed in reference (g), and by Public Law 94-524, Marine Corps EOD teams will provide support upon request to the USSS. This support is contingent upon command approval and availability of personnel.

2. Procedures. The USSS Technical Security Division will request EOD support from the Deputy Commandant, Installations and Logistics (LPE-2), who will task Marine Corps Installations East (MCIEAST) and/or 2d MAW via standard naval message. MCIEAST will then fill the request based on the VISPPA EOD Team availability report provided weekly by both Station and 2d MAW EOD OICs.

3. Responsibilities. When committed to a Secret Service support mission, the Station and 2d MAW EOD teams will:

a. Perform searches as required by the supported agency.

b. Provide technical advice on courses of action to be taken regarding any explosive or suspicious devices encountered during the mission.

4. Requirements

a. Tools and equipment needed for VIP support will be determined on a case-by-case basis, after contacting the USSS liaison for the supported site.

b. The use of a full-size rental car is authorized in support of VIPPSA missions.

c. Upon completion of a VIPPSA mission, the EOD mission Team Leader shall submit the mission number and a total of costs incurred for reporting purposes to the respective approval authority for DTS reimbursement.