



**UNITED STATES MARINE CORPS**  
MARINE CORPS AIR STATION  
BEAUFORT, SOUTH CAROLINA 29904-5001

ASO 8020.10D CH 1  
DSS/ESO  
5 Jun 23

AIR STATION ORDER 8020.10D CH 1

From: Commanding Officer, Marine Corps Air Station Beaufort  
To: Distribution List

Subj: EXPLOSIVE SAFETY SELF AUDIT PROGRAM

Ref: (a) NAVSEA OP-5 Rev 8  
(b) MCO 510.29 Vol 8  
(c) MCO 8020.14  
(d) SECNAV Notice 5210 Implementation of New Department of the Navy  
Bucket Records Schedules  
(e) SECNAV M-5210.1 Records Management Manual  
(f) MCO 5215.1K Marine Corps Directives  
(g) MCO 5210.11F Marine Corps Records Management Program

1. Situation

a. Experience demonstrates the self-appraisal process as one of the most effective means for maintaining a valid and reliable Explosive Safety Program. Although surveillance of explosive operations and facilities is a basic requirement of reference (a), standard local periodic inspection procedures can be reinforced with the adoption of a formal self-audit program.

b. The Explosive Safety Self Audit (ESSA) is a formal program whereby a shore installation conducts periodic safety appraisals of its ongoing Ammunition and Explosive (A&E) operations.

2. Cancellation. ASO 8020.10D.

3. Mission. The intent of this Order is to establish policy, guidance and direction for conducting formal self-appraisals of Marine Corps Air Station (MCAS) Beaufort's explosive safety posture.

4. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. That all commands operating on board MCAS Beaufort comply with this Order and the references to ensure the safety of personnel and equipment while conducting explosives handling operations.

(2) Concept of Operations. This Order applies to all units aboard MCAS Beaufort responsible for administration of the explosive safety programs or who engage in the storage, handling, and transportation of ammunition and explosives. The Explosive Safety Program Evaluation Guide, from reference (c), serves as a comprehensive list of significant A&E checkpoints. All facets of A&E safety, including: program management, explosive safety quantity distance requirements, qualification/certification, standard operating procedures, storage, operating buildings, lightning protection and grounding, environmental compliance, Arms, Ammunition and Explosive physical

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security, ranges/Explosive Ordnance Disposal (EOD), transportation, airfield operations, ammunition/explosives associated equipment, and inventory management are facilitated by this document. The guide is NOT all inclusive but shall be used by the Explosive Safety Officer (ESO) and all unit representatives as the basis for conducting ESSAs aboard MCAS Beaufort.

b. Tasks

(1) MCAS Explosive Safety Officer. The ESO shall ensure that all explosive operating areas are inspected as frequently as required by references (a) and (b). Utilizing the Explosive Safety Program Evaluation Guide as a basis, ensure that records of inspections are maintained for a minimum of two years. In lieu of the formation of an ESSA inspection team, the ESO may conduct the ESSA and provide a consolidated or individual report to each command and to the MCAS Beaufort Commanding Officer. Inspections required by reference (b) and performed by the ESO and unit level personnel will constitute as the command's ESSA process to avoid duplicate inspection efforts. All commands are required to submit Corrective Action Plans, to the ESO, in order to specify actions taken to remedy findings identified and measures adopted to alleviate any underlying conditions, which may impair the integrity of the explosive safety program.

(2) MCAS Explosive Safety Council (ESC). The ESC shall be established to ensure that ESSA results are properly analyzed. Root cause analysis and trend analysis shall be the methodology for corrective action follow-ups. The ESC will be comprised of the ESO and personnel from each unit aboard MCAS Beaufort who conduct A&E operations (unit assigned explosive safety representatives). Additional representatives responsible for administration of explosive safety programs such as lightning protection and grounding, physical security, inventory management, motor/transport, materials handling equipment, environmental compliance, EOD, fire department, and facilities development shall be consulted and responsive when required by the ESO. The ESC will convene at least semi-annually to conduct reviews of all elements of the A&E mission addressing the functional areas, audit methodology, ESC team staffing, process quality control, corrective action, and provide recommendations and solutions to ensure a comprehensive Explosive Safety Program is achieved.

5. Administration and Logistics.

a. Recommendations concerning this Order are invited and shall be submitted to the Department of Safety and Standardization/Explosives Safety Officer.

b. Controlled Unclassified Information (CUI)

(1) Unless specifically marked as classified (e.g. Confidential, Secret, and Top Secret) the following are categories are subsets of Controlled Unclassified Information (CUI) and are to be protected in accordance with 32 CFR Part 2002: Agriculture, Critical Infrastructure, Emergency Management, Export Control, Financial, Geodetic Product Information, Immigration, Information Systems Vulnerability Information, Intelligence International Agreements, Law Enforcement, Legal, Natural and Cultural Resources, NATO Controlled, Nuclear, Patent, Privacy, Procurement and Acquisition, Proprietary Business Information, SAFETY Act Information, Statistical and Tax.

(2) All individuals handling this information are required to protect it from unauthorized disclosure. Handling, storage, reproduction, and disposition of the attached document(s) must be in accordance with 32 CFR Part 2002 and applicable agency policy.

(3) Access to and dissemination of Controlled Unclassified Information shall be allowed as necessary and permissible to any individual(s), organization(s), or grouping(s) of users, provided such access or dissemination is consistent with or in furtherance of a Lawful Government Purpose and in a manner consistent with applicable law, regulations, and Government-wide policies.

c. Records Management. Records created as a result of this Plan shall be managed according to national archives and records administration (NARA) approved dispositions per references (d) and (e) to ensure proper maintenance, use, accessibility and preservation, regardless of format or medium. Refer to references (f) and (g) for Marine Corps records management policy and procedures.

6. Command and Signal

a. Command. This Order is applicable to all tenant units aboard MCAS Beaufort.

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



K. R. ARBOGAST

Distribution: A