

COMOMAGINST 8020.4N
N3
17 Mar 03

COMOMAG INSTRUCTION 8020.4N

Subj: COMOMAG EXPLOSIVE MATERIAL HANDLING QUALIFICATION AND
CERTIFICATION (QUAL/CERT) PROGRAM

Ref: (a) COMLANTFLT/COMPACFLTINST 8023.5B

Encl: (1) MOMAG Certification Record, COMOMAG 8020/1 (Rev. 3-03)

1. Purpose. To provide information and amplify the requirements listed in reference (a) for certification of personnel whose duties involve evolutions or tasks with explosive materials or explosive devices.

2. Cancellation. COMOMAGINST 8020.4M.

3. Action. All Mobile Mine Assembly Group (MOMAG) activities will ensure a program is in effect that conforms to the criteria set forth in reference (a). For standardization, all MOMAG units/detachment will comply with the following:

a. Certification Board composition

(1) Board members will be appointed in writing by the Commanding Officer/Officer-in-Charge (CO/OIC). As a minimum, the certification board will be comprised of the respective department head (or comparable supervisory representative) and not less than one individual of the rank of E-6 or senior who is certified to perform the function, task or evolution under consideration. The CO/OIC may designate him/herself or the Mine Production Officer as the board chairman.

(2) All members (excluding the board chairman) of the certification board will be individually certified for the evolutions which are under consideration for certification. The member who signs as the CERT Board Observer must be certified to perform that evolution. The board chairman, if other than the CO/OIC, when filling a billet or function, i.e., team member (TM), individual team leader (I/TL), quality assurance (QA) or safety officer (SO) during mine assembly operations must be certified to the level as those they are supervising.

b. Enclosure (1) will be used as the certification record form for MOMAG. Each certification line will be signed and dated by the individual, the Certification Board Observer and the Board Chairman.

c. The original of enclosure (1) will be maintained by the command in the individual's training record.

d. Upon receiving the final certification and subsequent annual recertifications, an appropriate entry in the individual's service record will be made in the following manner:

(1) Date completed. The actual date the final certification and subsequent recertification was received.

(2) Types of courses and/or instruction. The first entry will reflect the final explosive certification. Subsequent entries will reflect the explosive recertification or acceptance of a previous command's QUAL/CERT of newly reported personnel.

(3) Duration. This will remain in effect for one year from the date of certification or recertification.

(4) Location. This will reflect the unit/detachment issuing the initial certification/recertification.

4. Renewal/Transfer of Certification and Upgrading of Qualifications

a. Reference (a) provides guidance for certification renewal. Upgrading individual qualifications likewise requires certification board validation of additional qualifications attained. Acceptance will be acknowledged by the member and the board chairman signing the "recertification" block of enclosure (1). An entry may be made indicating that the acceptance is only for one year from the original validation date or the last recertification date.

b. Acceptance of certification for members transferred from another activity is discretionary. Unit CO/OICs will ensure that applicable records, i.e., service, medical and certification, etc., are reviewed prior to accepting such certification.

5. Definition of work task codes. To avoid misinterpretation of each work task, the following definitions are provided. This list is not all inclusive.

a. Stowage. The proper stowage of explosive material including packaging, explosive compatibility, etc.

b. Handling. The physical contact with the material, e.g., pushing dollies, chain falls/hoists (both manual and powered), tag lines, carrying, etc.

c. Assembly/Disassembly. The upgrading or downgrading a mine or explosive item.

d. Movement. The use of pallet jacks (both motorized and mechanical), dollies, carts, etc.

e. Magazine Inspection. The physical inspection of magazines for cleanliness, explosive compatibility, safety hazards, proper stowage, etc.

f. Mine Systems Cyclic Maintenance. The testing, rehab, maintenance, i.e., Class "C" tests, Class "B" tests, etc.

g. Equipment Operator. A properly licensed operator of power-operated handling equipment, both ground support equipment (GSE) and materials handling equipment (MHE), e.g., forklifts, boomlifts, trucks, semi's, etc. If an individual's explosive drivers license has expired or has been revoked, he/she must be decertified for that work task level in each family group/operation

6. Explosive Devices. The following is a list of explosive devices. This list is not all inclusive and should be modified to meet the unit's needs: MK 56, MK 65, MK 67, Quickstrikes, Electronic Explosive Devices (EEDs), arming devices, propellants, flares, etc.

7. Training. Training is critical to the certification program. In addition to the requirements of paragraph 3.b, the certification board will ensure the individual's training record also documents the training that the individual received in the area they are being certified in. This can include classroom training, upgrade training, readiness assessments, appropriate schooling or on-the-job training.

8. The Qualification and Certification Program will be inspected during Mine Readiness Certification Inspections and Explosive Safety Inspections.

/s/
T. W. AUBERRY

Distribution:
COMOMAGINST 5216.1T
List I
List II, Case A
List II, Case B (COMINEWARCOM only)

