

**BY ORDER OF THE COMMANDER  
AIR FORCE SPACE COMMAND**



**AIR FORCE SPACE COMMAND  
INSPECTION CHECKLIST 32-11**

**2 AUGUST 2004**

**Civil Engineering**

**EXPLOSIVE ORDNANCE DISPOSAL FLIGHT**

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OPR: CEXX (TSgt Kelly M. Cunningham)  
Supersedes AFSPCCL 32-11, 1 Jun 99.

Certified by: CE (Col Marvin N. Fisher)  
Pages: 3  
Distribution: F

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This checklist reflects Command requirements for Civil Engineer units to prepare for and conduct internal reviews.

### **SUMMARY OF REVISIONS**

This checklist clarifies new guidance for EOD operations, procedures and reflects changes from the basic AFI. This checklist has been substantially revised and must be completely reviewed.

1. References have been provided for each critical item. Critical items have been kept to a minimum and are related to public law, safety, security, fiscal responsibility and/or mission accomplishment. While compliance with non-critical items is not rated, these items help gauge the effectiveness/efficiency of the function.
2. This publication establishes a baseline checklist. The checklist will also be used by the Command IG during applicable assessments. Use the checklist at Attachment 1 as a guide only. Add to or modify each area as needed, but not less than the specified reference, to ensure an effective and thorough review of the unit Explosive Ordnance Disposal (EOD) Flight program.

ROBERT M. WORLEY II, Brig Gen, USAF  
Director of Mission Support

ATTACHMENT 1

EXPLOSIVE ORDNANCE DISPOSAL FLIGHT

Table A1.1. Checklist.

<p>SECTION 1: EXPLOSIVE ORDNANCE DISPOSAL (EOD) FLIGHT  <b>MISSION STATEMENT:</b> To remove or reduce threats to personnel, facilities, equipment, or missions caused by hazardous ordnance. EOD flights supporting space launch operations must be able to provide a trained launch vehicle team to all Air Force national launch facilities.  <b>NOTE:</b> All references are from AFI 32-3001, <i>Explosive Ordnance Disposal Program</i> unless otherwise noted.</p>			
<b>1.1. CRITICAL ITEMS:</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>
1.1.1. When disposing of explosive ordnance does the EOD team comply with all local, state, interstate, and federal health and safety requirements? (paragraph 1.13.3.)			
1.1.2. Is the EOD unit complying with the Resources Conservation and Recovery Act (RCRA) Hazardous Waste Management Requirements to Conventional Explosive Ordnance Operations, Military Munitions Rule and DoD Range Rule? (paragraph 2.3 and AFSPCSUP1, paragraph 2.3.2.1., 2.3.2.2. and 2.3.4.)			
1.1.3. Is an AF Form 55, <b>Employee Safety &amp; Health Record</b> , completed and maintained on all assigned personnel? (AFSPCSUP1, paragraph 7.1.2.)			
<b>1.2. NON-CRITICAL ITEMS:</b>	<b>YES</b>	<b>NO</b>	<b>N/A</b>
1.2.1. Are all flight personnel participating in unit training? (paragraph 3.6.)			
1.2.1.1. Have flight members received initial evaluation and task qualifications? (AFSPCSUP1, paragraph 3.2.3.2.)			
1.2.1.2. Are team evaluations being performed and documented on required operations? (AFSPCSUP1, paragraph 6.1.)			
1.2.1.3. The EOD Flight will be required to demonstrate tasks as applicable. (AFSPCSUP1, paragraph 6.3.)			
1.2.2. Are EOD personnel who support the President of the United States receiving a Periodic Reinvestigation (PR) every 5 years? (paragraph 1.14.6.)			
1.2.2.1. Are all AFSPC units obtaining Top Secret clearances when revalidating security clearances? (AFSPCSUP1, paragraph 2.4.4.1.2.3.)			
1.2.3. Does the unit supply and equip personnel to support the Air Force EOD mission? (paragraph 1.13.1 and AFSPCSUP1, paragraph 7.2.)			
1.2.4. Does the flight maintain a technical order library of all required EOD publications? (paragraph 1.13.2.)			

NON-CRITICAL ITEMS (Con't):	YES	NO	N/A
1.2.5. Is the EOD Team reporting all EOD action events that require a formal report? (Attachment 2, A2.3.1.)			
1.2.6. Are all EOD personnel being issued all personal retention equipment? (paragraph 1.13.7.)			
1.2.7. Are EOD personnel filling a critical unit tasking code position participating in Silver Flag Exercise Site activities every two years? (paragraph 3.4.)			
1.2.8. Is the EOD Team capable of safely and efficiently performing both peacetime and wartime EOD missions? (paragraph 3.1.)			
1.2.9. Are properly trained and documented Secret Service support teams provided when requested? (AFI 32-3001, paragraph 2.5.2)			
1.2.10. Are all authorized EOD personnel receiving incentive pay? (paragraph 1.13.5.)			
1.2.11. Is the EOD team participating in the Federal Bureau of Investigation's (FBI) Bomb Data Center (BDC) Program? (paragraph 2.7.2.)			
1.2.12. Is all FBI BDC material properly handled, stored and destroyed? (paragraph 2.7.5.)			
1.2.13. Are authorizations to hand carry classified material (courier letter) for off base missions/response accomplished in accordance with AFI31-401, <b>Information Security Program Management</b> ? (AFI31-401, paragraph 6.7.1.2. and 6.8.) <b>NOTE:</b> DD Form 2501, <b>Courier Authorization</b> , are not required for infrequent transport of classified.			
1.2.14. Is the EOD Flight obtaining the required Emergency Response Training? (AFI10-2501, <b>Full Spectrum Threat Response (FSTR) Planning and Operations</b> , Table 9.2)			
1.2.15. Does the EOD Flight maintain a capability to respond to terrorist incidents involving explosive devices and WMD threats? (AFI10-2501, Attachment 2, A2.5.1.)			
1.2.16. Does the EOD Flight participate in Wing-level terrorist weapons of mass destruction threat planning and response working groups? (AFI10-2501, Attachment 2, A2.5.2.)			
1.2.17. Does the EOD Flight provide representation to the base exercise evaluation team? (AFI10-2501, Attachment 2, A2.5.10.)			