

**BY ORDER OF THE  
CHIEF, NATIONAL GUARD BUREAU**

**AIR NATIONAL GUARD DIRECTORY 90-266**



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*Command Policy*

**COMPLIANCE AND STANDARDIZATION  
REQUIREMENTS LIST (C&SRL) ARMING &  
USE OF FORCE**

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## **1. General.**

1.1. Compliance and Standardization Requirements Lists (C&SRL) are the primary lists used during a Major Command (MAJCOM) conducted Unit Compliance Inspection (UCI) to access unit compliance with established guidance. Items set forth in this C&SRL are based upon existing "by-law" requirements, Department of Defense (DoD) directives, Air Force (AF) and ANG guidance, NGB-JA, MAJCOM ANG assistants, and mission areas deemed critical by AF or ANG leadership to assessing and assuring unit organizational health and/or

performance. The objective of the C&SRL is to identify deficiencies that preclude attainment of required capabilities of ANG Special Forces (SF) Units.

1.2. Critical Compliance Objectives (CCOs) represent the highest priority of inspection items and are fundamentally derived from the Common Core Compliance Areas (CCCAs) and the thirteen missions areas defined in Air Force Instruction (AFI) 90-201, *Inspector General Activities*. Lower tier Core and General Compliance Items may stand alone or subordinate to a CCO. During the UCI, it is the expected intent of the MAJCOM Inspector General (IG) to inspect, at a minimum, 100 percent of the CCOs that apply to the inspected unit. However, the items listed do not constitute the order or limit the scope of the Inspection /assessment. The objective is to identify deficiencies that preclude attainment of required capabilities. Units should ensure validation of each compliance item with supporting documentation. Critical, core, and general compliance criteria are defined as follows:

1.2.1. Critical Compliance Objective (CCO). An item or area that represent “single-point failure” issues where non-compliance would result in direct mission impact or could very likely result in loss of life, serious injury, or significant potential for litigation. CCOs are shown in **bold** and identified as “**CCO**” under the item’s section number.

1.2.2. Core Compliance Item (CCI). An item or area that requires special vigilance and is important to the overall performance of the unit, but are not deemed “critical.” Non-compliance would result in some negative impact on mission performance or could result in injury or possible litigation. CCIs are identified as “CCI” under the item’s section number.

1.2.3. General Compliance Item (GCI). An item or area deemed fundamental to successful overall performance of the unit, but non-compliance would result only in minimal impact on mission accomplishment or would be unlikely to result in injury or possible litigation. GCIs are identified as “GCI” under the item’s section number.

**Table 1. Arming and Use of Force Program Management & Policy Compliance Items**

ITEM NUMBER	ITEM	REFERENC ES	COMMENT S	Y/N
1. CCO	<b>IS USE OF FORCE TAUGHT AND UNDERSTOOD BY UNIT MEMBERS?</b>	<b>AFI 31-207, CHAPTER 1</b>		
2. CCO	<b>DOES THE UNIT COMMANDER ENSURE THAT INDIVIDUALS IN ARMING GROUP A RECEIVE “USE OF FORCE” TRAINING AT LEAST ONCE EVERY 12 MONTHS?</b>	<b>AFI 31-207, PARA 1.8.1.</b>		

ITEM NUMBER	ITEM	REFERENC ES	COMMENT S	Y/N
3. CCO	<b>DO SECURITY FORCES PERSONNEL RECEIVE ANNUAL USE OF FORCE TRAINING, BOTH CLASSROOM AND PRACTICAL, ADDRESSING DEADLY AND NON-LETHAL FORCE OPTIONS?</b>	AFI 31-207, PARA 1.8.2.		
4. CCO	<b>DOES THE UNIT COMMANDER ENSURE THAT INDIVIDUALS IN ARMING GROUP B RECEIVE “USE OF FORCE” TRAINING BEFORE BEING ISSUED A FIREARM?</b>	AFI 31-207, PARA 1.8.1.		
5. CCO	<b>ARE PERSON’S CONVICTED OF A MISDEMEANOR CRIME OF DOMESTIC VIOLENCE IDENTIFIED TO PRECLUDE THEM FROM SHIPPING, TRANSPORTING, POSSESSING, OR RECEIVING FIREARMS OR AMMUNITION (IAW GUN CONTROL ACT OF 1968)?</b>	AFI 31-207, PARA 2.3.2.		
5.1. CCI	Does the Commander take appropriate actions to ensure DOD personnel convicted of a misdemeanor crime of domestic violence are not issued government-owned or privately-owned firearms or ammunition?	AFI 31-207, Para 2.3.2.2. & 2.3.2.3.		
5.2. CCI	After the Commander decides to withdraw a person’s authorization to bear firearms for more than 72 hours, does the Commander notify the individual in writing of withdrawal action and provide a brief synopsis of circumstances, which form the basis for the withdrawal?	AFI 31-207, Para 2.3.3.		
5.3. CCI	Does the individual acknowledge withdrawal action by endorsement on the notification letter?	AFI 31-207, Para 2.3.3.		
5.4. CCI	Is an updated do-not-arm roster or memorandum provided to the servicing armory?	AFI 31-207, Para 2.3.3.		

ITEM NUMBER	ITEM	REFERENCES	COMMENTS	Y/N
5.5. CCI	Does servicing armory ensure weapons are not issued to a person whose authority has been withdrawn?	AFI 31-207, Para 2.3.3.		
5.6. CCI	Does the Commander temporarily withdraw the authority to bear firearms for the following ANG personnel?	AFI 31-207, Para 2.3.3.		
5.6.1. CCI	Those identified as substance abusers?	AFI 31-207, Para 2.3.3.1.		
5.6.2. CCI	Those identified as emotionally unstable or whose behavior suggests that they are incapable of using firearms with care?	AFI 31-207, Para 2.3.3.2.		
5.6.3. CCI	Those who have been determined by medical authority to be suffering from alcohol abuse (k2) or dependence (k3)?	AFI 31-207, Para 2.3.3.3.		
5.6.4. CCI	Those taking medications that will impair their ability to use firearms with care?	AFI 31-207, Para 2.3.3.4.		
5.6.5. CCI	Does the Commander consult with responsible physician in making determination regarding access to firearms under prescription medication? If physician determination indicates access is denied is action documented IAW AFI 48-123, Profiles and Duty Limitations?	AFI 31-207, Para 2.3.3.4.		
5.6.6. CCI	Those relieved of duty for disciplinary reasons?	AFI 31-207, Para 2.3.3.5.		
5.7. CCI	When the Commander/equivalent authority permanently withdraws authorization to bear arms and the person's AFSC specialty description in AFOCD, or AFECD, requires qualification to bear firearms, does the Commander take action IAW AFI 36-2101, Classifying Military Personnel (Officers & Airman); or AFI 36-704, Discipline and Adverse Action?	AFI 31-207, Para 2.3.4.1		

ITEM NUMBER	ITEM	REFERENCES	COMMENTS	Y/N
5.8. GCI	When issuing the permanent withdrawal of authority to bear firearms to a military member, does the Commander submit a copy of the written withdrawal action to the military personnel flight along with those documents withdrawing the affected person's AFSC?	AFI 31-207, Para 2.3.4.2		
5.9. CCI	Upon reinstatement of a person's authorization to bear arms, does the Commander notify the individual in writing and provide an updated do-not-arm roster/memorandum to the servicing armory within 24 hours?	AFI 31-207, Para 2.3.5.		
5.10. CCI	Is withdrawal and/or reinstatement correspondence filed in individual's personnel information file for 12 months or until the affected person's transfer, retraining, separation, or retirement, whichever comes first?	AFI 31-207, Para 2.3.4.2. & 2.3.5.		
5.11. GCI	Do all armed personnel meet the level of firearms proficiency required by their arming group to which they belong as specified in AFI 36-2226, Combat Arms Program?	AFI 31-207, Para 2.4.1. & 2.4.2.		
<b>6. CCO</b>	<b>DOES THE APPROPRIATE AUTHORIZING OFFICIAL PROVIDE WRITTEN AUTHORIZATION FOR ASSIGNED PERSONNEL TO CARRY FIREARMS?</b>	<b>AFI 31-207, PARA 2.5.</b>		
6.1. CCI	Does the authorizing official ensure weapons qualification (IAW AFI 36-2226, Combat Arms Program) and Use of Force training has been completed prior to authorizing an individual to bear firearms?	AFI 31-207, Para 2.5.		
6.2. CCI	When granting written authorization to bear firearms, does the appropriate authorizing official authorize the form of a single multiple-listing letter, computer-generated roster, aircrew order, or other group document?	AFI 31-207, Para 2.5.1.		

ITEM NUMBER	ITEM	REFERENCES	COMMENTS	Y/N
6.3. CCI	Does the written authorization identify the individuals by name, last four digits of the social security number, firearm type, and qualification expiration date for the weapon(s) carried?	AFI 31-207, Para 2.5.1.	Authorization	
6.4. CCI	Is the original written authorization provided to the servicing arms room or armory?	AFI 31-207, Para 2.5.1.		
6.5. CCI	In addition to getting written authorization to bear firearms, do personnel who are not in uniform and openly bear firearms when performing official military duties do the following?	AFI 31-207, Para 2.5.2.		
6.5.1. CCI	Obtain an AF Form 523, USAF Authorization to Bear Firearms?	AFI 31-207, Para 2.5.2.1.		
6.5.2. GCI	Carry AF Form 523 when armed?	AFI 31-207, Para 2.5.2.2.		
6.5.3. GCI	Surrender the form to the issuing authority when the individual completes the duties that required him/her to bear a firearm?	AFI 31-207, Para 2.5.2.3.		
<b>7. CCO</b>	<b>DO PERSONNEL CARRYING CONCEALED FIREARMS CARRY AN AF FORM 523 AT ALL TIMES (WHEN MISSION IS NOT COMPROMISED)?</b>	<b>AFI 31-207, PARA 2.5.3.1</b>		
7.1. CCI	Does AF Form 523, required for bearing concealed firearms, contain the permit number and the heading, "Concealed"?	AFI 31-207, Para 2.5.3.1		
7.2. GCI	Are AF Form 523 permit numbers standardized?	AFI 31-207, Para 2.5.5.		
7.3. GCI	Do AF Form 523's issued for off-base operations have full-faced photograph? Do all other AF Forms 523's contain the statement, "Valid on (Installation Name) Only"?	AFI 31-207, Para 2.5.5.		

ITEM NUMBER	ITEM	REFERENC ES	COMMENT S	Y/N
8. CCO	<b>HAS THE COMMANDER (AUTHORIZING OFFICAL) DEVELOPED PLANS THAT SPECIFICALLY IDENTIFY WHO MAY BEAR FIREARMS AND WHEN THEY MAY USE THEM?</b>	AFI 31-207, PARA 2.6		
8.1. CCI	Have Commanders developed plans that specifically identify who may bear firearms and under what circumstances they will be armed?	AFI 31-207, Para 2.6.		
8.2. CCI	Has the Installation Commander incorporated these plans into existing programs for Integrated Defense, addressing personnel arming requirements during Defense Readiness Condition (DEFCON) changes, Force Protection Condition (FPCON) changes and other military contingencies?	AFI 31-207, Para 2.6.		
8.3. CCI	Have Commanders developed plans for arming personnel IAW with AFI 31-207, Arming and Use of Force by Air Force Personnel and DOD Directive 5210.56, Use of Deadly Force and the Carrying of Firearms by DOD Personnel Engaged in Law Enforcement and Security Duties?	AFI 31-207, Para 2.6.1.		
8.4. CCI	Do installation arming plans include local laws for carrying firearms and using deadly force by contract security forces?	AFI 31-207, Para 2.6.1.		
8.5. CCI	Do senior military and civilian officials bear government owned firearms for personal protection within the United States only with written approval from either the Secretary or Deputy Secretary of Defense?	AFI 31-207, Para 2.7.		
8.6. CCI	Do Squadron Commanders grant one-time extension for no more than 120 calendar days?	AFI 31-207, Para 2.11.1.		

ITEM NUMBER	ITEM	REFERENCES	COMMENTS	Y/N
8.7. CCI	Does the Unit Training Section post qualification extensions on the individual's AF Form 522, USAF Ground Weapons Training Data?	AFI 31-207, Para 2.11.1.		
8.8. GCI	Does the Installation Security Forces Commander receive a courtesy copy of the extension letter?	AFI 31-207, Para 2.11.1.		
8.9. CCI	Does the Installation Commander grant one-time extension for up to 12 months?	AFI 31-207, Para 2.11.2.		
8.10. CCI	Does the MAJCOM Arming Authority approve qualification extensions beyond 12 continuous months?	AFI 31-207, Para 2.11.3.		
8.11. CCI	Do MAJCOM extensions list the type(s) of firearm(s), course of training and duration of extension in memorandum format?	AFI 31-207, Para 2.11.3.		
<b>9. CCO</b>	<b>DOES THE UNIT REFRAIN FROM STORING LOADED FIREARMS? EXCEPTION: AIRCREW MEMBERS PERFORMING ANTI-HIJACK MISSIONS AND MILITARY PERSONNEL INVOLVED IN ACTUAL COMBAT?</b>	<b>AFI 31-207, PARA 2.12.3.</b>		
<b>10. CCO</b>	<b>DO UNIT PERSONNEL REFRAIN FROM CONSUMING ANY FORM OF ALCOHOL OR USING OVER-THE-COUNTER DRUGS OR PERScription MEDICATIONS THAT COULD IMPAIR THEIR ABILITY TO HANDLE A FIREARM, WITHIN 8 HOURS BEFORE DUTY OR FIREARMS TRAINING?</b>	<b>AFI 31-207, PARA 2.12.4.</b>		
10.1. CCI	Does the unit standardize weapons handling procedures as set forth in AFMAN 31-229, USAF Weapons Handling Manual?	AFI 31-207, Para 2.12.5.		
10.2. CCI	Do unit personnel clear firearms only under the supervision of a trained clearing barrel attendant?	AFI 31-207, Para 2.12.6.		

ITEM NUMBER	ITEM	REFERENCES	COMMENTS	Y/N
10.3. CCI	Do clearing barrel attendants know the clearing procedures for all firearms that are loaded and unloaded at their clearing area and have knowledge documented on AF Form 797, Job Qualification Standard Continuation/Command JQS?	AFI 31-207, Para 2.12.6.		
10.4. GCI	Has HQ AFSFC/SFO approved any deviations to these procedures before MAJCOMs or units implement them?	AFI 31-207, Para 2.12.6.		
<b>11. CCO</b>	<b>WHEN THERE IS A PEACETIME FIREARMS DISCHARGE, DOES THE COMMANDER OF THE PERSON WHO DISCHARGED THE FIREARM TAKE PROPER PROCEDURES?</b>	<b>AFI 31-207, PARA 2.14. &amp; 2.14.1.</b>		
11.1. CCI	Immediately begin an investigation of the incident or contact Security Forces for investigative assistance?	AFI 31-207, Para 2.14.1.1.		
11.2. CCI	Immediately withdraw (temporarily) the person's authorization to bear a firearm until the completion of the investigation and, if necessary, until the person completes a remedial firearms training course?	AFI 31-207, Para 2.14.1.2.		
11.3. CCI	Take immediate corrective action, including applicable administrative or disciplinary action, if the investigation reveals that the person used the firearm negligently or has a training deficiency?	AFI 31-207, Para 2.14.1.3.		
11.4. GCI	Immediately return the affected person to duty if the investigation or other conclusive evidence shows that the person discharged the firearm in accordance with established policy?	AFI 31-207, Para 2.14.1.4.		

ITEM NUMBER	ITEM	REFERENCES	COMMENTS	Y/N
12. CCO	<b>WHEN A US MILITARY MEMBER, CONTRACT EMPLOYEE, OR A CIVILIAN EMPLOYED BY THE US MILITARY DISCHARGES A GOVERNMENT-OWNED FIREARM AND THE INCIDENT INVOLVES AN INJURY, FATALITY, OR POSSIBLE ADVERSE PUBLICITY, DOES THE INSTALLATION COMMANDER:</b>	<b>AFI 31-207, PARA 2.14.2.</b>		
12.1. CCI	Report incidents using the OPREP-3/BEELINE message format?	AFI 31-207, Para 2.14.2.1.		
12.2. CCI	Send message to HQ USAF/SF and HQ AFSFC/SFO within 24 hours of the incident using report control symbol AF/A3O (Operations)?	AFI 31-207, Para 2.14.2.2.		
12.3. CCI	Send information copies to the HQ USAF for field operating agency (FOA) headquarters functional manager and to the intermediate Security Forces Headquarters (FOA, MAJCOM, and NAF) staff and functional manager of the unit involved?	AFI 31-207, Para 2.13.2.3.		
12.4. GCI	Send a written follow-up reporting a lesson-learned format (Attachment 4 of AFI 31-207) within 60 calendar days of the discharge to all original addressees?	AFI 31-207, Para 2.13.2.4.		
12.5. GCI	Report incidents according to MAJCOM or FOA instructions when unauthorized firearms discharges do not involve an injury, fatality, or possible adverse publicity?	AFI 31-207, Para 2.14.2.		
13. CCO	<b>ARE SECURITY FORCES PERSONNEL TRAINED ON NON-LETHAL TECHNIQUES AND WEAPONS LISTED IN AFI 31-207, PARA 2.16.2.1. THROUGH 2.16.3.5 PRIOR TO EMPLOYMENT OF SUCH TECHNIQUES AND WEAPONS?</b>	<b>AFI 31-207, PARA 2.16.4.</b>		

ITEM NUMBER	ITEM	REFERENCES	COMMENTS	Y/N
13.1. CCI	Do Commanders ensure personnel receive practical, performance based and scenario driven Use of Force training annually before authorizing individuals to employ non-lethal weapons?	AFI 31-207, Para 2.16.4.2		
13.2. CCI	Is initial certification performed by a qualified instructor, certified on the technique or weapon IAW Federal, State, or proprietary accreditation?	AFI 31-207, Para 2.16.4.3.		
13.3. CCI	Is annual certification performed by a supervisor, trainer or quality control evaluator who is currently certified on the technique or weapon?	AFI 31-207, Para 2.16.4.3		
13.4. CCI	Are personnel certified/qualified annually on non-lethal weapons IAW AFI 36-2226?	AFI 31-207, Para 2.16.4.3.		
<b>14. CCO</b>	<b>WHEN A US MILITARY MEMBER, CONTRACT EMPLOYEE, OR A CIVILIAN EMPLOYED BY THE US MILITARY EMPLOYS/DICHARGES A NON-LETHAL WEAPON WHILE ON DUTY OR IN THE PERFORMANCE OF OFFICIAL DUTIES:</b>	<b>AFI 31-207, PARA 2.16.5.</b>		
14.1. CCI	Report incidents using the OPREP-3/BEELINE message format?	AFI 31-207, Para 2.16.5.1.		
14.2. CCI	Send message to HQ USAF/SF and HQ AFSFC/SFO within 24 hours of the incident using report control symbol AF/A3O (Operations)?	AFI 31-207, Para 2.16.5.2		
14.3. CCI	Send information copies to the HQ USAF or FOA Headquarters functional manager and to the intermediate Security Forces Headquarters (FOA, MAJCOM, and NAF) staff and functional manager of the unit involved?	AFI 31-207, Para 2.16.5.3.		

ITEM NUMBER	ITEM	REFERENCES	COMMENTS	Y/N
14.4. GCI	Send a written follow-up reporting a lesson-learned report IAW Attachment 4 of AFI 31-207, within 60 calendar days of the discharge to all original addressees?	AFI 31-207, Para 2.16.5.4		
14.5. GCI	Report incidents according to MAJCOM or FOA instructions when unauthorized employment does not involve an injury, fatality, or possible adverse publicity?	AFI 31-207, Para 2.16.5.		
<b>15. CCO</b>	<b>ARE UNLOADING/CLEARING PROCEDURES PROPERLY FOLLOWED DURING WEAPONS ISSUE AND TURN-IN?</b>	<b>AFMAN 31-229, CH 1 &amp; ATCH 2-16</b>		
15.1. CCI	Does the clearing zone meet the following requirements?	AFMAN 31-229, Para 1.3.		
15.1.1. CCI	Is the clearing zone marked with a red line at least 4 inches wide?	AFMAN 31-229, Para 1.3.1.		
15.1.2. CCI	Is the line identifying the front of the clearing zone at least 6 feet from the front of the clearing barrel and at least 6 feet wide?	AFMAN 31-229, Para 1.3.2. & 1.3.3.		
15.2. CCI	Does the Armorer allow only one person at a time to approach the issue/turn-in area or window?	AFMAN 31-229, Para 1.4.4.		
15.3. CCI	Does the clearing barrel attendant ensure individuals clearing weapons enter and exit the clearing zone only upon his/her direction?	AFMAN 31-229, Para 1.5.1.		
15.4. CCI	Does the clearing barrel attendant ensure all personnel approach the clearing barrel with shoulder weapons at "port arms" or handguns with barrel pointed up?	AFMAN 31-229, Para 1.5.3.		
15.5. CCI	Does the clearing barrel attendant ensure individuals keep the muzzle of the weapon in the clearing barrel aiming point during all weapons loading and clearing procedures?	AFMAN 31-229, Para 1.5.4.		
15.6. CCI	Are safety glasses available for both the clearing barrel attendant and the individual clearing the weapon?	AFMAN 31-229, Para 1.5.5.		

ITEM NUMBER	ITEM	REFERENCES	COMMENTS	Y/N
15.7. CCI	Does the organization control firearms issued, by keeping a receipt showing the type of firearm, caliber, manufacturer, serial number, printed name, and signature of the person to whom the weapon is issued?	AFMAN 31-229, Para 2		
15.8. CCI	Does the organization use AF Form 629 (Small Arms Hand Receipt), laminated, with signature, for persons who are frequently issued firearms?	AFMAN 31-229, Para 2.1.		
15.9. GCI	Is AF Form 629 laminated after the bearer has signed it?	AFMAN 31-229, Para 2.1.		
15.10. GCI	Does the organization record all other issued firearms on AF Form 1297, Temporary Issue Receipt?	AFMAN 31-229, Para 2.2.		
15.11. GCI	Does the organization issue firearms to a flight or other large group, using AF or MAJCOM general-purpose work sheets or computer products, documented with all the required data and date of issue?	AFMAN 31-229, Para 2.2.		
15.12. CCI	Are only approved clearing barrels, either commercial or locally constructed, used in designated clearing zones?	AFMAN 31-229, Para 3.1. & 3.2.		
15.13. CCI	Are written firearms clearing procedures above each clearing barrel for each type of government firearm stored in the arms room?	AFMAN 31-229, Para 3.3.		

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**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFMAN 31-229, *USAF Weapons Handling Manual*, 12 May 2004

AFI 31-207, *Arming & Use of Force by AF Personnel*, 29 January 2009

AFI 36-704, *Discipline & Adverse Actions*, 22 July 1994

AFI 36-2101, *Classifying Military Personnel (Officers & Airman)*, 7 March 2006

AFI 36- 2226, *Combat Arms Training & Maintenance Program*, 24 February 2009

AFI 48-123, *Profiles and Duty Determination*, 24 September 2009

AFI 90-201, *Inspector General Activities*, 17 June 2009

AFPD 90-2, *Inspector General – The Inspection System*, 26 April 2006

DODD 5210.56, *Use of Deadly Force and the Carrying of Firearms by DoD Personnel Engaged in Law Enforcement and Security Duties*, 1 November 2001

***Abbreviations and Acronyms***

**AFPD**—Air Force Policy Directive

**AF**—Air Force

**ANG**—Air National Guard

**C&SRL**—Compliance and Standardization Requirements List

**CCI**—Core Compliance Items

**CCO**—Critical Compliance Objectives

**CCCA**—Common Core Compliance Areas

**DEFCON**—Defense Conditions

**DOD**—Department of Defense

**FOA**—Field Operating Agency

**FPCON**—Force Protection Condition

**GCI**—General Compliance Items

**HHQ**—Higher Headquarters

**IG**—Inspector General

**JQS**—Job Qualification Standard

**MAJCOM**—Major Command

**SF**—Special Forces

**UCI**—Unit Compliance Inspection