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Safety



**NUCLEAR SURETY INSPECTION CHECKLIST
- WEAPONS SAFETY**

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This publication implements Air Force Policy Directive (AFPD) 91-1, *Nuclear Weapons and Systems Surety*. This inspection supports policy in AFI 90-201, *Inspector General Activities* and the USAFE Supplement, inspection programs. This checklist supports guidance in Air Force Instruction (AFI) 91 series publications and appropriate USAFE Supplements. It applies to all United States Air Forces in Europe (USAFE) units and members as indicated in paragraph 2. It does not apply to Air National Guard (ANG) or Air Force Reserve Command (AFRC), units. This checklist is intended for inspection use. Send comments and suggested improvements to this publication on AF Form 847, *Recommendation for Change of Publication*, to USAFE Safety Directorate, Weapons Safety (HQ USAFE/SEW), Unit 3050 Box 165, APO AE 09094-0165. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 37-123 (will convert to AFMAN 33-363), *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located in AFRIMS (AF Portal). Ensure that any local publications, instructions or supplements are created in accordance with AFI 33-360, *Publications and Forms Management*, and the USAFE supplement.

SUMMARY OF CHANGES

This document is substantially revised and must be completely reviewed. Extensive changes in policies and procedures from the previous edition required a complete revision of this publication.

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1. General. As a minimum, units should use this checklist in conjunction with the annual Unit Self-Assessment. The objective is to identify deficiencies, which preclude attainment of required capabilities. Units can supplement this publication to add internal compliance items. Users may add any item(s), which in the exercise of good judgment requires examination. This checklist may be used in whole or in part by higher headquarters (HHQ) during visits, exercises, and/or inspections. The items listed do not constitute the order nor limit the scope of an inspection/ assessment.

1.1. Core Compliance Guide Items (CCGI) and Compliance Guide Items (CGI). Items identified by functional managers to prioritize command requirements and to allow the Inspector General (HQ USAFE/IG) inspectors to assess criticality of deficiencies.

1.1.1. CCGI. Items identified by HQ USAFE directorates and functional managers as key result areas for successful mission accomplishment including, but not limited to, items where non-compliance could result in serious injury, loss of life, excessive cost, litigation or affect system reliability. These requirements may be mandated by law, Executive Order, Department of Defense (DoD) directive, safety or Air Force and USAFE strategic plans. CCGIs will be referred to as significant guide items requiring direct IG evaluation. Upper case and bold letters are used to identify CCGIs.

1.1.2. CGI. CGI are areas that require special vigilance and are important to the overall performance of the unit. Non-compliance could result in some negative impact on mission performance but is not likely to result in injury, unnecessary cost, or litigation. Standard sentence case is used to identify CGIs.

2. Applicability. All items in this inspection checklist are assigned an applicability code designating which type of unit the item applies. The applicability codes are defined in [Table 1](#).

Table 1. Inspection Applicability Codes.

Applicability Code	
Code	Applies To
1	HQ USAFE
2	Numbered Air Forces (NAF)
3	Main Operating Base (MOB): (Aviano, Incirlik, Lakenheath, Ramstein)
4	Air Support Operations Group (ASOG): (including associated Air Support Operations Squadrons (ASOS) and weather detachments - Heidelberg)
5	Munitions Support Squadron (MUNSS): (Buechel, Ghedi, Kleine Brogel, Volkel)
6	Munitions Squadrons (MUNS): (Camp Darby, Ramstein and Welford)
7	Air Base Squadron/Air Base Group/Group/Combat Support Wing with a full-time safety staff (Fairford, Molesworth/Alconbury, Moron)
8	Communication Sites (Croughton)
9	USAFE Postal Activities
10	USAFE Joint Support Squadron and Associated Detachments

2.1. Forms Adopted: Refer to the listed prescribing directive (PD) for guidance on the completion of the form. AF Form 847, *Recommendation for Change of Publication*, PD: AFI 11-215.

Table 2. Nuclear Surety Inspection Items - Weapons Safety.

Item Number	Item	Reference	Applicability Code	Yes/No
1.	Commander Requirements			
1.1.	Did the Commander implement local procedures to:			
1.1.2.	PROHIBIT DIRECT OVERFLIGHT OF WEAPONS MOVEMENTS, NUCLEAR LOADED AIRCRAFT, AND AIRCRAFT SHELTERS WITH NUCLEAR WEAPONS INSIDE AND NOT SECURED IN A LOCKED WEAPONS STORAGE AND SECURITY SYSTEM (WS3) VAULT WITHIN THAT AIRSPACE CONTROLLED BY THE BASE?	AFI 91-101, para 1.3.4.1.	3, 5	
1.1.3.	ENSURE AIRCRAFT WITH FORWARD FIRING ORDNANCE ARE NOT PARKED POINTED TOWARD PRIME NUCLEAR AIRLIFT FORCE (PNAF) FLIGHTLINE OPERATIONS?	AFI 91-101, para 1.3.4.2.	3, 5	
1.1.4.	Ensure aircraft with forward firing ordnance are limited, to the maximum extent possible, from sweeping across PNAF flightline operations?	AFI 91-101, para 1.3.4.3.	3, 5	
1.1.5.	PROHIBIT DIRECT OVERFLIGHT OF PNAF AIRCRAFT DURING GROUND OPERATIONS WITHIN AIRSPACE CONTROLLED BY THE BASE?	AFI 91-101, para 1.3.4.4.	3, 5	
1.2.	Does the Installation Commander (host or parent wing commander):			
1.2.1.	ENSURE SENIOR LEADERSHIP EMPHASIS ON MISHAP PREVENTION?	AFI 91-101, para 2.6.2.	3, 5	
1.2.2.	ENSURE NUCLEAR SURETY DEFICIENCIES ARE IDENTIFIED, INVESTIGATED, CORRECTED, AND REPORTED?	AFI 91-101, para 2.6.3.	3, 5	
1.2.3.	ENSURE PLANS AND PROCEDURES ARE DEVELOPED TO SUPPORT ALL TASKED NUCLEAR MISSIONS?	AFI 91-101, para 2.6.4.	3, 5	
1.2.4.	Develop and provide nuclear surety policy and guidance for the MUNSS as applicable?	AFI 91-101 USAFE Sup para 2.6.4.1.	5	

Item Number	Item	Reference	Applicability Code	Yes/No
1.2.5.	If interim policy supplementing nuclear surety-related directives, Air Force 91-100 series publications, are issued by formal memorandum (Guidance Memorandum (GM)) from the wing commander to the MUNSS, is it replaced within 120 days by official publication or supplement? If 120 days are exceeded, the interim policy remains in effect for an additional 60 days (for a total of 180 days). At this time is the policy automatically rescinded or replaced by an official publication?	AFI 91-101, USAFE Sup para 2.6.4.1.2.	5	
1.2.6.	Establish procedures for reviewing local regulations, operating instructions, plans, and other directives that affect nuclear surety before they are implemented?	AFI 91-101, para 2.6.6. & 2.7.1.2.	3, 5	
1.2.7.	Established a Nuclear Certified Equipment (NCE) Program?	AFI 91-103, USAFE Sup para A.5.3.1.	3, 5	
1.2.8.	Appointed a primary and alternate NCE monitor and forwarded Appointment letter to the Weapons Safety Manager (WSM)?	AFI 91-103, USAFE Sup para A.5.3.1.	3, 5	
1.2.9.	Ensure knowledgeable and qualified personnel are assigned to the weapons safety staff?	AFI 91-101, para 2.6.1.	3, 5	
1.2.10.	Ensure full-time Weapons Safety Managers (WSM) are not assigned additional tasks that detract from their primary safety duties?	AFI 91-101, para 2.6.8.	3	
2.	WSM Requirements			
2.1.	Keep the commander, staff and supervisors informed of changes to nuclear surety program?	AFI 91-101, para 2.11.5.	3, 5	
2.1.1.	Attend Base level Personnel Reliability Program (PRP) meetings?	AFI 91-101, para 2.11.7.	3, 5	
2.1.2.	Check the adequacy and completeness of corrective actions for nuclear surety problems found during Nuclear Surety Inspections (NSI) and Staff Assistance Visits (SAV)?	AFI 91-101, para 2.11.2.	3, 5	
2.1.3.	Have applicable units appointed primary and alternate additional duty weapons safety Noncommissioned Officers (NCO) to manage the unit program?	AFI 91-202, USAFE Sup para 10.1.1.2.	3, 5	

Item Number	Item	Reference	Applicability Code	Yes/No
2.1.4.	Unit's compliance with other nuclear surety-related standards as determined applicable by the wing?	AFI 91-101, USAFE Sup para 2.11.1.1.6.11.	3, 5	
2.1.5.	ENSURE THE UNIT OBTAINED HQ USAFE/ SEW COORDINATION ON ALL LOCALLY-DEVELOPED WORK CARDS, CHECKLISTS, JOB GUIDES AND PAGE SUPPLEMENTS IMPACTING NUCLEAR SURETY THAT ARE DERIVED FROM AIR FORCE TECHNICAL ORDERS?	AFI 91-101, USAFE Sup, para 2.4.11.	3, 5	
2.1.6.	Have all wing supplements to surety-related publications AFI 91-100 series been approved by HQ USAFE/SEW?	AFI 91-101, USAFE Sup para 2.4.10.	3, 5	
2.1.7.	REVIEW ALL LOCALLY DEVELOPED CHECKLISTS, INSTRUCTIONS, OPERATING PROCEDURES, AND PLANS THAT IMPACT NUCLEAR SURETY?	AFI 91-101, para 2.11.14.	3, 5	
2.1.8.	Does the Wing Weapons Safety Manager review all plans, Operating Instructions (OI), and locally produced tech data affecting nuclear weapons operations?	AFI 91-101, para 2.11.14.	3, 5	
2.2.	Manage the unit nuclear safety certification program for NCE?	AFI 91-103, USAFE Sup para A.5.2.	3, 5	
2.2.1.	Approve the NCE Primary Use List format for unit NCE monitors (or developed a standardized format for the NCE Primary Use List)?	AFI 91-103, USAFE Sup para A.5.2.1.	3, 5	
2.2.2.	Review and forward requests for certification of uncertified equipment as directed in the basic publication through USAFE (or the Engineering Liaison Office, when applicable) channels?	AFI 91-103, USAFE Sup1, para A.5.2.2.	3, 5	
2.2.3.	Review and forward requests for modification to NCE as directed in the basic publication through USAFE (or the Engineering Liaison Office, when applicable) channels?	AFI 91-103, USAFE Sup para A.5.2.3.	3, 5	
2.2.4.	Develop a standard format for NCE management books for use by unit NCE monitors?	AFI 91-103, USAFE Sup para A.5.2.4.	3, 5	

Item Number	Item	Reference	Applicability Code	Yes/No
2.2.5.	Train unit NCE monitors within thirty days of their appointment on required areas specified in AFI 91-103 USAFE Sup, <i>Air Force Nuclear Safety Design Certification Program</i> , Para A.5.2.5.?	AFI 91-103, USAFE Sup para A.5.2.5.	3, 5	
3.	Site Plans & D-8 Maps			
3.1.	Does the weapons safety office prepare and submit explosive site plans (ESP) for facilities or operations requiring explosives safety siting approval? Are all approved ESPs maintained by the safety office?	AFMAN 91-201, para 4.2.	3, 5	
3.2.	If applicable, does the commander publish procedures to ensure removal of critical resources and personnel at an exposed site (ES) prior to increasing potential explosive site (PES) explosive weights in order to maximize the protection under a tiered siting approach?	AFMAN 91-201, para 4.10.1.	3, 5	
3.3.	Is the base explosives location map reviewed annually? Does it include the following:	AFI 91-202, para 10.4.11.	3, 5	
3.3.1.	Explosive hazard class and division and NEW authorized at each site?	AFI 91-202, para 10.4.11.1.	3, 5	
3.3.2.	Explosive clear zones around each location?	AFI 91-202, para 10.4.11.2.	3, 5	
3.3.3.	Primary and Alternate explosives routes?	AFI 91-202, para 10.4.11.3.	3, 5	
3.3.4.	Authorized Flightline locations for explosive operations?	AFI 91-202, para 10.4.11.4.	3, 5	
3.3.5.	Locations for handling hung ordinance and gun-clearing?	AFI 91-202, para 10.4.11.5.	3, 5	
3.3.6.	Arm /de-arm areas?	AFI 91-202, para 10.4.11.6.	3, 5	
3.3.7.	Explosive support facilities such as flightline munitions holding areas?	AFI 91-202, para 10.4.11.7.	3, 5	

Item Number	Item	Reference	Applicability Code	Yes/No
3.3.8.	Parking spots for explosive loaded aircraft?	AFI 91-202, para 10.4.11.10.	3, 5	
3.3.9.	Potential electromagnetic radiation (EMR) hazard zones that could affect munitions operations?	AFI 91-202, para 10.4.11.11.	3, 5	
4.	Spot inspections			
4.1.	Perform spot inspections on areas involved with nuclear surety according to AFI 91-202, <i>The U.S. Air Force Mishap Prevention Program</i> , and as supplemented?	AFI 91-101, USAFE Sup para 2.11.10.1.	3, 5	
4.2.	Does the Chief of Safety determine the frequency of spot inspections and ensure activities that operate around the clock are surveyed adequately at times other than normal duty hours?	AFI 91-202, para 3.1.2.	3, 5	
4.3.	Are high interest areas designated in writing and spot inspected monthly?	AFI 91-202, para 3.1.	3, 5	
4.4.	Are follow up actions for annual inspections documented by spot inspections?	AFI 91-202, para 3.1.4.5.	3, 5	
4.5.	Has the unit developed a spot inspection program and forwarded it to the major command (MAJCOM) Safety office for review and coordination?	AFI 91-202, para 3.7.1.	3, 5	
4.6.	Has weapons safety developed a matrix of functional areas and facilities to be inspected by the full time safety staff? For geographically separated units (GSU), wing WSM will assist GSU additional duty weapons safety in developing a spot inspection program.	AFI 91-202, USAFE Sup para 3.7.1.	3, 5	
4.7.	Do spot inspections reflect the following:			
4.7.1.	Date and time of the inspection?	AFI 91-202, para 3.7.1. & USAFE Sup, para 3.7.1.2.	3, 5	
4.7.2.	Inspector's name?	AFI 91-202, USAFE Sup para 3.7.1. & 3.7.1.2.	3, 5	

Item Number	Item	Reference	Applicability Code	Yes/No
4.7.3.	The organization, activity, or work area inspected and personnel contacted?	AFI 91-202, para 3.7.1. & para 3.7.1.2.	3, 5	
4.7.4.	Unit point of contact?	AFI 91-202, para 3.7.1. & 3.7.1.2.	3, 5	
4.7.5.	Brief description of what was observed?	AFI 91-202, para 3.7.1. & 3.7.1.2.	3, 5	
4.7.6.	If there was/was not a discrepancy and status of the finding and follow up action (open/closed)?	AFI 91-202, para 3.7.1. & 3.7.1.2.	3, 5	
5.	Annual Inspections			
5.1.	Perform annual nuclear surety inspections on units and offices with nuclear surety missions at their wing and any MUNSS supported by the wing?	AFI 91-101, USAFE Sup para 2.11.1.1.	3, 5	
5.2.	Complete annual inspection within a single year?	AFI 91-101, USAFE Sup para 2.11.1.1.2.	3, 5	
5.3.	Release reports to the inspected unit within two weeks following the inspection?	AFI 91-101, USAFE Sup para 2.11.1.1.5.	3, 5	
5.4.	Are annual inspection reports documented in writing? Are formal reports sent to the unit commander, the supervisor, and the functional manager? Do the annual reports contain:	AFI 91-202, para 3.1.4.4.	3, 5	
5.4.1.	The unit, activity, or work area inspected?	AFI 91-202, para 3.1.4.4.1.	3, 5	
5.4.2.	Date of the inspection?	AFI 91-202, para 3.1.4.4.2.	3, 5	
5.4.3.	A description of the hazards or unsafe practices noted with references?	AFI 91-202, para 3.1.4.4.3.	3, 5	

Item Number	Item	Reference	Applicability Code	Yes/No
5.4.4.	Causes of deficiencies and hazards noted?	AFI 91-202, para 3.1.4.4.4.	3, 5	
5.4.5.	Recommendations for corrective actions?	AFI 91-202, para 3.1.4.4.5.	3, 5	
5.4.6.	Management and supervisory support compliance?	AFI 91-202, para 3.1.4.4.7.	3, 5	
5.5.	Does the Chief of Safety review and initial all formal inspection reports returned by units?	AFI 91-202, USAFE Sup para 3.1.4.4.1.	3, 5	
5.6.	Are reports describing strong and weak programs sent to the installation commander for review?	AFI 91-202, USAFE Sup para 3.1.4.4.1.	3, 5	
5.7.	If safety personnel participate in periodic quality assurance and control inspections to meet annual inspection requirements is a separate report addressing safety findings generated?	AFI 91-202, USAFE Sup1, para 3.1.1.1.	3, 5	
5.8.	Do the safety staffs conduct staff assistance visits to units identified as being noncompliant during annual inspections?	AFI 91-202, USAFE Sup para 3.4.	3, 5	
6.	Training Requirements			
6.1.	Are full-time weapons safety personnel trained on USAFE-unique items and nuclear surety program management within 90 calendar days after assuming their position?	AFI 91-101, para 2.4.7.	3	
6.2.	Ensure weapons safety managers attended the mandatory in-residence USAFE Nuclear College courses?	AFI 91-101, USAFE Sup Table 2.1.	3, 5	
6.3.	Ensure weapons safety maintains a list of qualified surety instructors who have completed in residence surety training?	AFI 91-101, USAFE Sup Para 2.3.1.1.3.3.	3	

Item Number	Item	Reference	Applicability Code	Yes/No
6.4.	Ensure unit safety representatives are trained on their nuclear surety duties within 30 days of their assignment? This training should be tailored to fit the unit's role in the nuclear surety mission.	AFI 91-101, USAFE Sup para 2.11.16.	3	
6.5.	Are unit safety representatives trained within 30 days of appointment (MOB)? At the GSU (MUNSS), if the training cannot be accomplished within 30 days the parent installation safety staff may provide a training guide as an interim measure.	AFI 91-202, USAFE Sup para 6.2. & para 6.2.2.	3, 5	
6.6.	Ensure fire protection personnel are trained to fight fires involving nuclear weapons? Specific training guidance contained in TO 11N-20-11, <i>General Firefighting Guidance</i> , or ELO-1, <i>Host Nation Firefighting Guidance</i> , and ACO 80-6, <i>Nuclear Surety Management for the Weapons Storage and Security System</i> for the MUNSS?	AFI 91-101, para 2.7.5.1.	3, 5	
6.7.	PROVIDE OR ENSURE SENIOR OFFICERS DESIGNATED TO PERFORM ON-SCENE COORDINATOR (OSC) DUTIES FOR PRIME NUCLEAR AIRLIFT FORCE (PNAF) MISSIONS ARE PROPERLY TRAINED?	AFI 91-101, USAFE Sup, para 2.11.15.	3, 5	
6.8.	AFTER NUCLEAR SURETY TRAINING, ARE INDIVIDUALS GIVEN A CLOSED-BOOK TEST IN WHICH THEY MUST ANSWER 80 PERCENT CORRECTLY PRIOR TO PERFORMING NUCLEAR-RELATED DUTIES?	AFI 91-101, para 2.16.1.	3, 5	
6.9.	ARE INDIVIDUALS WHO FAIL TO CORRECTLY ANSWER 80 PERCENT, RETRAINED AND RETESTED WITH A DIFFERENT NUCLEAR SURETY TEST IN WHICH THEY MUST ANSWER 80 PERCENT CORRECTLY PRIOR TO PERFORMING NUCLEAR-RELATED DUTIES?	AFI 91-101, para 2.16.1.	3, 5	
6.10.	Is the initial and 15 month recurring nuclear surety training documented for each person? Also reference HQ AFSC/SEW Policy Change, <i>Air Force Nuclear Weapons Surety Program</i> , dated 10 Jan 06.	AFI 91-101, para 2.16.1.	3, 5	

Item Number	Item	Reference	Applicability Code	Yes/No
6.11.	INDIVIDUAL OVER-DUE 15 MONTH REFRESHER TRAINING. HAS THE UNIT IMPLEMENTED POSITIVE MEASURES TO ENSURE INDIVIDUALS DO NOT PERFORM SURETY DUTIES UNTIL NUCLEAR SURETY REFRESHER TRAINING IS ACCOMPLISHED (OR EMERGENCY ACTION AND COMMUNICATIONS SECURITY (COMSEC) TWO PERSON CONTROL (TPC) TEAM PERSONNEL RE-ACCOMPLISH THEIR TRAINING REQUIREMENTS)?	AFI 91-101, USAFE Sup, para 2.16.4.	3, 5	
6.12.	HAVE ALL PRP CERTIFYING OFFICIALS RECEIVED NUCLEAR SURETY TRAINING?	AFI 91-101, para 2.16.3.	3, 5	
7.	Nuclear Surety Council			
7.1.	Is the Nuclear Surety Council chaired by the Wing/ Group Commander or Vice Wing/Group Commander?	AFI 91-101, para 2.17.1.1.	3, 5	
7.2.	Are Nuclear Surety Council meetings held at least quarterly?	AFI 91-101, USAFE Sup para 2.17.1.1.1.	3, 5	
7.3.	Are PRP certifying officials and Base PRP monitor attending the Nuclear Surety Council?	AFI 91-101, para 2.17.1.2.	3, 5	
7.4.	Are functional experts utilized as advisors to the Nuclear Surety Council?	AFI 91-101, para 2.17.1.3.	3, 5	
7.5.	Are the following topics discussed/ addressed during the Nuclear Surety Council?			
7.6.	Unit nuclear mishap and deficiency reports (Dull Swords) since the previous meeting?	AFI 91-101, USAFE Sup para 2.17.4.1.	3, 5	
7.7.	Status of all open action items affecting surety to include MUNSS issues requiring action by parent wing?	AFI 91-101, USAFE Sup para 2.17.4.2.	3, 5	
7.8.	Results of higher headquarters-conducted Defense Nuclear Surety Inspections (DNSI), NSIs, and Nuclear Surety (NS) SAVs, for the wing, subordinate units and other units with a similar mission?	AFI 91-101, USAFE Sup para 2.17.4.3.	3, 5	

Item Number	Item	Reference	Applicability Code	Yes/No
7.9.	Review publications and release of new or revised directives affecting the unit?	AFI 91-101, USAFE Sup para 2.17.4.4.	3, 5	
7.10.	Review of local nuclear surety exercise status including corrective actions and status?	AFI 91-101, USAFE Sup1, para 2.17.4.5.	3, 5	
7.11.	Do the minutes for the Nuclear Surety Council contain a synopsis of topics addressed during the council meeting?	AFI 91-101, USAFE Sup para 2.17.5.	3, 5	
7.12.	Are the Nuclear Surety Council minutes for the last four meetings kept by the weapons safety office?	AFI 91-101, USAFE Sup para 2.17.5.	3, 5	
7.13.	Are deserving individuals submitted for Nuclear Surety Awards?	AFI 91-101, para 2.18.	3, 5	
8.	Dull Swords			
8.1.	Conduct and/or assist in nuclear safety reporting according to AFI 91-204, <i>Safety Investigations and Reports</i> & AFMAN 91-221, <i>Weapons Safety Investigations and Reports</i> ?	AFI 91-101, USAFE Sup para 2.11.3.	3, 5	
8.2.	Does the unit report mishaps and deficiencies according to AFI 91-204 and AFMAN 91-221?	AFI 91-204 & AFMAN 91-221.	3, 5	
8.3.	Are Dull Swords reported based on the criteria outlined in AFMAN 91-221, paragraph 1.4.5.?	AFMAN 91-221, para 1.4.5.	3, 5	
8.4.	Are nuclear mishap reports prepared based on the proper reporting types, e.g., PRELIMINARY, SUPPLEMENTAL, ONE-TIME, FINAL, based on the detail and completeness of information?	AFMAN 91-221, Table 6.2.	3, 5	
8.5.	Are nuclear accidents, incidents and deficiency reports submitted within the required timelines?	AFMAN 91-221, Table 6.2.	3, 5	
8.6.	Are FINAL Dull Swords submitted within 90 calendar days, or is a due date extension from the MAJCOM granted?	AFMAN 91-221, Table 6.2., Line 12	3, 5	

Item Number	Item	Reference	Applicability Code	Yes/No
8.7.	Do Final reports contain all information relating to the event in the report?	AFI 91-204, para 6.2.4. & AFMAN 91-221, para 6.6.	3, 5	
8.8.	Review and disseminate information from nuclear mishap and deficiency reports for crossfeed and training?	AFI 91-101, para 2.11.4.	3, 5	
9.	Radiation Safety Officer (RSO)			
9.1.	Does Wing Weapon Safety conduct reviews of the base, unit and/or MUNSS Intrinsic Radiation (INRAD) safety program as part of their annual nuclear surety inspections?	AFI 91-108, USAFE Sup para. 7.1.2.2.	3, 5	
9.2.	Does the unit comply with the “as low as reasonably achievable” (ALARA) concept?	AFI 91-108, para 2.1.1.	3, 5	
9.3.	Are the following methods utilized, within constraints of logistics, weapons safety, security, and security requirements, as primary methods to achieve ALARA:			
9.3.1.	Minimize the time individuals spend in the vicinity of weapon systems?	AFI 91-108, para 2.2.	3, 5	
9.3.2.	Increase personnel distance for weapon systems?	AFI 91-108, para 2.2.	3, 5	
9.3.3.	Use shielding?	AFI 91-108, para 2.2.	3, 5	
9.3.4.	Take a combination of the above-mentioned actions?	AFI 91-108, para 2.2.	3, 5	
9.4.	Does the unit commander (wing, group, tenant and/or Geographically Separated Unit (GSU)) perform the following:			
9.4.1.	Keep personnel exposures ALARA?	AFI 91-108, para 9.1.	3, 5	
9.4.2.	Designate the Radiation Safety Officer (RSO) in writing?	AFI 91-108, para 9.3.	3, 5	
9.4.3.	Educate personnel whose weapon system duties expose them to INRAD hazards? (May be combined with nuclear surety training.)	AFI 91-108, para 9.4.	3, 5	

Item Number	Item	Reference	Applicability Code	Yes/No
9.4.4.	Document in the training records all individual and group radiation safety training specific to the unit workplaces?	AFI 91-108, para 9.6.	3, 5	
9.4.5.	Establish procedures to:			
9.4.5.1.	Notify the base RSO of any new weapon systems, new weapon arrays, special operations, or proposed facility modifications where weapon systems will be located?	AFI 91-108, para 9.7.1.	3, 5	
9.4.5.2.	Immediately inform the base RSO and chief of safety of any suspected abnormal exposure or overexposure to INRAD or inhaled radioactive material?	AFI 91-108, para 9.7.2.	3, 5	
9.4.5.3.	Assist the base RSO in evaluating incidents that involve suspected abnormal exposure or overexposure to INRAD or inhaled radioactive material and preparing the investigation report?	AFI 91-108, para 9.7.3.	3, 5	
9.5.	Is the base RSO performing the following requirements:			
9.5.1.	Integrates the INRAD safety program into the overall base weapons safety program and radiation protection program?	AFI 91-108, para 10.1.	3, 5	
9.5.2.	Knowledgeable of the INRAD hazards associated with weapon systems that are normally present?	AFI 91-108, para 10.2.	3, 5	
9.5.3.	Periodically reviews existing operations to identify any changes in operations, equipment, or sources that might pose INRAD hazards to personnel?	AFI 91-108, para 10.3.	3, 5	
9.5.4.	Uses AFMAN 48-125, <i>Personnel Ionizing Radiation Dosimetry</i> , to evaluate any suspected abnormal exposure or overexposure to INRAD or inhaled radioactive materials?	AFI 91-108, para 10.4.	3, 5	
9.5.5.	Advises appropriate commanders when personnel need to use a dosimeter, engineering controls, personal protective equipment, administrative controls, and bioassay requirements?	AFI 91-108, para 10.5.	3, 5	
9.5.6.	Reviews unit operating instructions for the control of INRAD hazards and make appropriate recommendations to unit commanders. At a minimum, specifies procedures and individuals to be contacted in case of suspected abnormal exposure or overexposure to INRAD or inhaled radioactive material?	AFI 91-108, para 10.6.	3, 5	

Item Number	Item	Reference	Applicability Code	Yes/No
9.5.7.	Provides consultation on INRAD hazards to commanders, as requested?	AFI 91-108 para 10.7.	3, 5	
9.5.8.	If necessary, provides personal dosimetry services according to AFMAN 48-125?	AFI 91-108, para 10.8.	3, 5	
9.5.9.	Evaluates a pregnant staff member's workplace for potential radiation exposure and recommends to Environmental Health Service that it keep the total dose below 500 mrem (50 mrem per month) during the pregnancy?	AFI 91-108, para 10.9.	3, 5	
9.5.10.	Addresses the INRAD safety program in the annual review and documentation of the overall radiation protection program?	AFI 91-108, para 10.10.	3, 5	
9.6.	Do unit RSOs perform the following duties: <i>Note:</i> Weapon safety staff assigned to MUNSS will perform the requirements of the Unit RSO.	AFI 91-108, para 11. & USAFE Sup para 11.6.		
9.6.1.	Coordinate with the base RSO to establish personal dosimetry requirements?	AFI 91-108, para 11.1.	3, 5	
9.6.2.	Coordinate with supervisors to ensure that all individuals whose duties expose them to INRAD receive initial and annual radiation safety training?	AFI 91-108, para 11.2.	3, 5	
9.6.3.	Review unit programs annually to determine whether requirements have changed and send results to the base RSO?	AFI 91-108, para 11.3.	3, 5	
9.6.4.	Monitor compliance with the ALARA concept through on-site inspections and interviews with maintenance technicians?	AFI 91-108, para 11.4.	3, 5	
9.6.5.	Support the base RSO in all aspects of the INRAD safety program?	AFI 91-108, para 11.5.	3, 5	
10.	Troubleshooting			
10.1.	Do troubleshooting and maintenance operations:			
10.1.1.	PROHIBIT USING ANY NUCLEAR WEAPON AS A TROUBLESHOOTING TOOL?	AFI 91-107, para 8.1.	3, 5	
10.1.2.	Use only certified equipment and procedures?	AFI 91-107, para 8.1.	3, 5	
10.1.3.	Be consistent with Weapons System Safety Rules (WSSR) and Technical Orders (T.O.)?	AFI 91-107, para 8.1.	3, 5	

Item Number	Item	Reference	Applicability Code	Yes/No
10.1.4.	ENSURE NUCLEAR WEAPONS ARE IMMEDIATELY AND SAFELY ISOLATED FROM POTENTIAL DANGER WHILE MAINTAINING PHYSICAL SECURITY WHEN A MALFUNCTION OCCURS?	AFI 91-107, para 8.1.	3, 5	
10.2.	WHEN A NUCLEAR SYSTEM FAULT OCCURS ON A LOADED NUCLEAR COMBAT AIRCRAFT, ARE ALL OPERATIONS CEASED AND APPROPRIATE ACTIONS TAKEN TO IDENTIFY, LOCATE, AND CORRECT THE FAULT?	AFI 91-107, para 9.1.	3, 5	
10.3.	Do troubleshooting procedures adhere to the following criteria:			
10.3.1.	USE BUILT-IN TEST (BIT) SYSTEM CAPABILITIES, RATHER THAN DETERMINATIONS BY FIELD-LEVEL PERSONNEL, TO IDENTIFY FAULTS?	AFI 91-107, para 9.1.	3, 5	
10.3.2.	USE ONLY INITIAL FAULT DETECTION DATA TO IDENTIFY THE FAULT, AND PROHIBIT DIAGNOSTIC TESTING TO IDENTIFY THE FAULT WHILE NUCLEAR WEAPONS ARE ELECTRICALLY MATED?	AFI 91-107, para 9.1.	3, 5	
10.4.	ARE AFFECTED NUCLEAR WEAPONS ISOLATED FROM THE FAULT PRIOR TO INITIATING TROUBLESHOOTING CRITICAL FAULTS?	AFI 91-107, para 9.1.1.	3, 5	
11.	Civil Engineer (CE)			
11.1.	Does the unit civil engineering staff:			
11.1.1.	PERFORM TIMELY INSPECTIONS, TESTS, AND MAINTENANCE ON FACILITIES AND EQUIPMENT USED WITH NUCLEAR WEAPONS?	AFI 91-101, para 2.3.5.3.	3, 5	
11.1.2.	Coordinate plans for building or modifying nuclear weapons facilities?	AFI 91-101, para 2.3.5.4.	3, 5	
12.	Supervisors			
12.1.	Have supervisors of personnel involved in nuclear weapons or related tasks ensured their personnel are qualified by taking action to:			

Item Number	Item	Reference	Applicability Code	Yes/No
12.1.1.	Emphasize reporting of all nuclear deficiencies?	AFI 91-101, para 2.9.3.	3, 5	
12.1.2.	Include nuclear surety as part of each pre-task briefing?	AFI 91-101, para 2.9.2.	3, 5	
13.	Nuclear Certified Equipment (NCE)			
13.1.	WHEN APPROVAL TO MODIFY NONSPECIALIZED UNITED STATES (U.S.) MANUFACTURED AND OWNED NUCLEAR CERTIFIED EQUIPMENT (NCE) CANNOT BE GRANTED AT THE UNIT LEVEL, DOES THE WEAPONS SAFETY OFFICE FORWARD FORMAL REQUEST FOR APPROVAL TO MODIFY TO HQ USAFE/SEW?	AFI 91-103, para 13.3.2.2. & USAFE Sup para 13.3.2.2.1.	3, 5	
13.2.	WHEN APPROVAL TO MODIFY NONSPECIALIZED FOREIGN MANUFACTURED OR OWNED NCE CANNOT BE GRANTED AT THE UNIT LEVEL, DOES THE UNIT FORWARD FORMAL REQUESTS FOR APPROVAL TO MODIFY TO THE ENGINEERING LIAISON OFFICE (ELO)?	AFI 91-103, para 13.3.2.2. & USAFE Sup, para 13.3.2.2.2.	3, 5	
13.3.	Have the NCE Monitors:			
13.3.1.	Of Units organized and trained to transport, store, maintain, provide security for, or employ nuclear weapon systems. Developed and maintained a NCE Primary Use List of NCE assigned to their unit?	AFI 91-103, USAFE Sup para. A.5.3.2.1.1.	3, 5	
13.3.2.	NCE Primary Use List Considerations:			
13.3.2.1.	Is the NCE list reviewed and updated to meet unit needs?	AFI 91-103, USAFE Sup para. A.5.4.1.	3, 5	
13.3.2.2.	Are individual pages of the NCE list dated (or another locally determined means) to allow users to determine the currency of the list (or any given portion of the list when built in multiple sections)?	AFI 91-103, USAFE Sup para. A.5.4.1.1.	3, 5	

Item Number	Item	Reference	Applicability Code	Yes/No
13.3.2.3.	ARE POSITIVE MEASURES EMPLOYED TO ENSURE ANY ITEM INTENDED FOR USE WITH NUCLEAR WEAPONS OR AS A COMPONENT OF A NUCLEAR WEAPON SYSTEM IS NUCLEAR CERTIFIED ACCORDING TO THE MASTER NUCLEAR CERTIFICATION LIST (MNCL)?	AFI 91-103, USAFE Sup para. A.5.4.1.2.	3, 5	
13.3.2.4.	Does the NCE list include the disclosure statement from AFI 91-103 USAFE Supplement, Para A.5.4.2.?	AFI 91-103, USAFE Sup para. A.5.4.2.	3, 5	
13.3.2.5.	Does each page of the NCE list include the statement from AFI 91-103 USAFE Supplement, Para A5.4.3.?	AFI 91-103, USAFE Sup para. A.5.4.3.	3, 5	
13.3.2.6.	Do host nation personnel at MUNSS have permission to use and view the NCE list if required for performance of their mission?	AFI 91-103, USAFE Sup para. A.5.4.4.2.	5	
13.3.2.7.	Does the NCE Primary Use List include the nomenclature; national item identification number (if assigned); part number (if assigned); unique field, identification, serial number (when assigned); and quantity (when locally determined useful)?	AFI 91-103, USAFE Sup1, para. A.5.4.5.	3, 5	
13.3.3.	Developed and maintained an NCE management book?	AFI 91-10, USAFE Sup para. A.5.3.2.8.	3, 5	
13.3.4.	Informed WSMs, commanders and unit leadership of significant problems associated with NCE?	AFI 91-103, USAFE Sup1, para. A.5.3.2.3.	3, 5	
13.3.5.	Requested certification of uncertified equipment?	AFI 91-103, USAFE Sup para. A.5.3.2.7.	3, 5	
13.3.6.	Requested modifications to NCE?	AFI 91-103, USAFE Sup para. A.5.3.2.4.	3, 5	

Item Number	Item	Reference	Applicability Code	Yes/No
13.3.7.	Reported deficiencies and situations involving NCE to the WSM when the deficiencies and situations meet the criteria of AFI 91-204 and AFMAN 91-221?	AFI 91-103, USAFE Sup para. A.5.3.2.2.	3, 5	
13.3.8.	Notified the WSM when the status of the reported deficiency or situation involving NCE changes?	AFI 91-103, USAFE Sup para. A.5.3.2.2.	3, 5	
13.3.9.	Provided courtesy copies of material or quality deficiency reports prepared on NCE to the WSM for their review?	AFI 91-103, USAFE Sup para. A.5.3.2.5.	3, 5	
13.3.10.	Verified time compliance technical order (TCTO) requirements have been accomplished as directed by the TCTO itself, higher headquarters, or item or system managers?	AFI 91-103, USAFE Sup para. A.5.3.2.6.	3, 5	
13.3.11.	Contacted ELO when TCTOs are not safety or mission-related on U.S. manufactured equipment owned by host nations?	AFI 91-103, USAFE Sup para. A.5.3.2.6.	3, 5	
13.3.12.	Serviceability of NCE.			
13.3.12.1.	Does the unit understand the approved serviceability standards for U.S.-owned equipment as defined in United States Air Force (USAF)-approved T.O.?	AFI 91-103, USAFE Sup para. A.5.5.1.	3, 5	
13.3.12.2.	DOES THE UNIT ENSURE NCE WITH QUESTIONABLE SERVICEABILITY IS NOT USED WITH NUCLEAR WEAPONS AND NUCLEAR WEAPON SYSTEMS UNTIL THE SERVICEABILITY ISSUE IS RESOLVED?	AFI 91-103, USAFE Sup para. A.5.5.3.	3, 5	
13.3.12.3.	Is NCE positively identified by nameplate, label, appropriate marking or by historical document?	AFI 91-103, USAFE Sup para. A.5.5.4.	3, 5	
13.3.13.	Locally-Produced Publications.			
13.3.13.1.	Are locally-produced publications for U.S.-owned NCE, derived from USAF-approved technical orders, developed, reviewed, and approved according to T.O. 00-5-1, <i>Air Force Technical Order System</i> ?	AFI 91-103, USAFE Sup para. A.5.6.1.1.	3, 5	

Item Number	Item	Reference	Applicability Code	Yes/No
13.3.13.2.	For non-U.S.-owned or -maintained equipment, do U.S. personnel use the host nation developed prior-to-use inspection checklists and workcards that are developed in accordance with their service, national maintenance standards, guidance, and practices?	AFI 91-103, USAFE Sup para. A.5.6.2.	3, 5	
14.	TPC/Aircraft Seals			
14.1.	Are violations of the Two-Person Concept reported according to AFI 91-204, <i>Safety Investigations and Reports</i> ?	AFI 91-104, para 1.4. & AFMAN 91-221, para. 1.4.5.1.7.	3, 5	
14.2.	Has a course of action been prescribed for broken or tampered seals which include the following items as a minimum:			
14.2.1.	Investigate the event and send a mishap report according to AFI 91-204 and AFMAN 91-221?	AFI 91-104, para 3.3.2.9.1.	3, 5	
14.2.2.	Establish procedures to maintain control of the system until the situation is resolved?	AFI 91-104, para 3.3.2.9.2.	3, 5	
14.2.3.	Check the integrity of the weapon system and reseal if integrity is assured?	AFI 91-104, para 3.3.2.9.3.	3, 5	
14.2.4.	Prescribe a course of action when a seal is accidentally broken during authorized operations?	AFI 91-104, para 3.3.2.9.4.	3, 5	
14.2.5.	Ensure training seals can be easily distinguished from, and are not used as, operational seals?	AFI 91-104, para 3.3.2.9.5.	3, 5	
14.3.	Do Two-Person Concept Teams perform the following:			
14.3.1.	ENFORCE THE TWO-PERSON CONCEPT WHILE PERFORMING A TASK OR OPERATION AND CONTINUE TO ENFORCE IT UNTIL THEY ARE EITHER RELIEVED BY AUTHORIZED PERSONNEL OR THEY HAVE SECURED THE NUCLEAR WEAPON, NUCLEAR WEAPON SYSTEM, OR CERTIFIED CRITICAL COMPONENT?	AFI 91-104, para 3.4.1.	3, 5	

Item Number	Item	Reference	Applicability Code	Yes/No
14.3.2.	TAKE IMMEDIATE, POSITIVE STEPS TO PREVENT OR STOP AN INCORRECT PROCEDURE OR UNAUTHORIZED ACT?	AFI 91-104, para 3.4.2.	3, 5	
14.3.3.	Report deviations immediately to the appropriate supervisor?	AFI 91-104, para 3.4.3.	3, 5	

ROBERT G. WRIGHT JR., Colonel, USAF
Director of Safety

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

AFI 11-215, *USAF Flight Manuals Program (FMP)*, 6 Apr 2006

AFI 33-360, *Publications and Forms Management*, 18 May 2006

AFMAN 37-123, *Management of Records*, 31 August 1994

AFI 48-125, *The US Air Force Personnel Dosimetry Program*, 7 August 2006

AFI 90-201, *Inspector General Activities*, 22 November 2004 and the USAFE Supplement, 5 January 2006

AFPD91-1, *Nuclear Weapons and Systems Surety*, 13 February 2003

AFI 91-101, *Air Force Nuclear Weapons Surety Program*, 19 December 2005 and the USAFE Supplement, 16 February 2007

AFI 91-103, *Air Force Nuclear Safety Design Certification Program*, 16 September 2005 and the USAFE Supplement, 1 May 2007

AFI 91-104, *Nuclear Surety Tamper Control and Detection Programs*, 28 February 2006

AFI 91-107, *Design, Evaluation, Troubleshooting, and Maintenance Criteria for Nuclear Weapon Systems*, 6 April 1994

AFI 91-108, *Air Force Nuclear Weapons Intrinsic Radiation Safety Program*, 29 November 1993 and the USAFE Supplement, 1 March 2007

AFMAN 91-201, *Explosives Safety Standards*, 19 October 2001

AFI 91-202, *The U.S. Air Force Mishap Prevention Program*, 1 August 1998 and the USAFE Supplement, 20 December 2002

AFI 91-204, *Safety Investigations and Reports*, 18 February 2006

AFMAN 91-221, *Weapons Safety Investigations and Reports*, 18 June 2004

T.O. 00-5-1-, *Air Force Technical Order System*, 20061015

T.O. 11N-20-11, *General Firefighting Guidance*, 20070410

ELO-1, *Host Nation Firefighting Guidance*, 20060929

ACO 80-6, *Nuclear Surety Management for the Weapons Storage and Security System*, 20021104

HQ AFSC/SEW Policy Change, *Air Force Nuclear Weapons Surety Program*, dated 21 Feb 2003.

Abbreviations and Acronyms

ALARA—As low as reasonably achievable

CCGI—Core Compliance Guide Item

CGI—Compliance Guide Item

DULL SWORD—Nuclear Mishap and Deficiency Reports

ELO—Engineering Liaison Office

ESP—Explosive Site Plan

GSU—Geographically Separated Unit

IG—Inspector General

INRAD—Intrinsic Radiation

MAJCOM—Major Command

MOB—Main Operating Base

MUNSS—Munitions Support Squadron

NCE—Nuclear Certification Equipment

NSI—Nuclear Surety Inspection

PNAF—Prime Nuclear Airlift Force

PRP—Personnel Reliability Program

RSO—Radiation Safety Officer

SAV—Staff Assistance Visit

TCTO—Time Compliance Technical Order

T.O.—Technical Order

TPC—Two-Person-Control

U.S.—United States

USAF—United States Air Force

USAFE—United States Air Forces in Europe

WSM—Weapons Safety Manager