

JMMC-DLO

Date: _____

MEMORANDUM FOR

SUBJECT: Range Firing

1. Unit(s) to fire: _____
2. Unit Commander: _____
3. Date and time of firing: _____
(Date) (Time)
4. Number of personnel to fire: _____
5. Type of weapons to be fired: _____
6. Type of Ammunition: _____ Quantity: _____
7. Range Officer: _____
8. Range Safety Officer: _____
9. FM Radio pickup from MCAAP Security (bldg. 390) by: _____
(Name/Rank/Date)
10. Unit Range Officer will notify MCAAP Security Dispatcher at ext. 6642 when ready to fire. He will furnish the following information:
 - a. Time ready to fire: _____ Number of Personnel Firing: _____
(Hours)
 - b. Before range goes hot four Range Flags will be posted. 1. Range Flag will be up at Entrance Gate to Range, sign uncovered at grid coordinate IV 3875 5635. 2. Range Flag will be put up at Range Firing Area (pit area flag pole). 3. Range Flag will be up at Range Gate and sign is uncovered on gate at west end of impact area on Road 6 at grid coordinate IV 3552 5570.
 - c. Close gate across Ridge Road at grid coordinate IV 3755 5642 with live firing sign opened in center of gate.
 - d. Verify that the unit has MCAAP Regulation 385-4 on the Range.
11. Report to MCAAP Security time fire suspended: (____hours) and time Range closed down: (____hours).
12. See Range Clearance Check Sheet for clearing the Reserve Affairs Office.

Sammie R. Kinchion
Chief, Reserve Affairs