

5 May 2004

Training
AMMUNITION

Summary. This regulation incorporates guidance and delineates responsibilities under the Training Ammunition Management System (TAMS) and identifies principles for training ammunition management.

Applicability. This regulation applies to the United States Army Training and Doctrine Command (TRADOC) schools and activities.

Supplementation. Supplementation is authorized. Provide one copy of supplement to HQ TRADOC (ATOM-P), 355 Fenwick Road, Fort Monroe, VA 23651-1075.

Forms. The “R” form at the back of this regulation is for local reproduction.

Suggested improvements. The proponent of this regulation is the Deputy Chief of Staff for Operations and Training (DCSOPS&T). Send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) through channels to Commander, TRADOC (ATOM-P), 355 Fenwick Road, Fort Monroe, VA 23651-1075. Suggested improvements may also be submitted using DA Form 1045 (Army Ideas for Excellence Program (AIEP) Proposal).

Availability. This publication is distributed solely through the TRADOC Homepage at <http://www.tradoc.army.mil/tpubs/regndx.htm>

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*This regulation supersedes TRADOC Regulation 350-8 dated 17 May 1989, and TRADOC Form 240-R, dated February 1989.

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Chapter 1 Introduction

1-1. Purpose. This regulation establishes policies and responsibilities for the management of training ammunition, and identifies mandatory reports.

1-2. References. Required and related publications are listed in appendix A.

1-3. Explanation of abbreviations and terms. The glossary explains abbreviations and terms used in this regulation.

1-4. Responsibilities. For the purposes of this regulation, the senior TRADOC commander on an installation will serve as this command's Training Ammunition Manager (TAM) for all TRADOC activities at that location. The only exception is the Cadet Command and Total Army School System educational activities, which are centrally managed.

a. The Installation Training Ammunition Manager (ITAM) may assume the responsibilities as TRADOC's TAM, if the senior TRADOC commander agrees this is the best management procedure for the installation. Provide written notification to Commander, TRADOC (ATOM-P), 355 Fenwick Road, Fort Monroe, VA 23651-1075. This headquarters (HQ) will then establish the correct Training Ammunition Management Information System–Redesigned (TAMIS-R) user rights and privileges. (See appendix B for more information on TAMIS-R.)

b. The command's TAM will—

(1) Establish coordination with all TRADOC activities on the installation, and execute a Memorandum of Agreement (MOA) to clearly define corresponding responsibilities and support actions. See sample MOA at figure 1-1.

(2) Determine annual ammunition requirements to support all TRADOC training activities, and report to HQ TRADOC per the guidance listed in chapter 2, below.

(3) Coordinate closely with the installation training and logistical staff offices, to manage training ammunition for all TRADOC users. Publish instructions, to all TRADOC units and activities, on procedures for reporting and forecasting ammunition requirements, to include leadtime and required frequency.

(4) Act as the single point of contact (POC) to receive training ammunition authorizations from this HQ, and subauthorize to the supported TRADOC activities, using the TAMIS-R. When needed, request authorization changes in accordance with (IAW) chapter 3, below.

(5) Ensure supported units/activities forecast their ammunition expenditures correctly. Ensure units/activities do not exceed approved authorizations.

(6) Establish controls to manage Common Table of Allowances (CTA) 50-909 training and inert ammunition allowances. Properly forecast salute, dummy, and inert ammunition using

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TAMIS-R. Use the CTA to determine training ammunition requirement numbers, and then request an authorization.

(7) Establish management procedures to effectively control training ammunition use. These will include a local standard operating procedure, or other published guide. Department of the Army (DA) Pam 710-2-1 describes which manual management forms to use. Some TAMIS-R procedure may replace the manual forms.

(8) Train local TAMIS-R operators, as required. This HQ will assist, when needed.

(9) Establish a MOA with the Installation Management Activity supporting your installation (see fig 1-1). They are responsible for ammunition supply point operations, and training ammunition management for garrison (non-TRADOC) troops.

(10) Oversee training ammunition use during the fiscal year (FY), to ensure maximum availability for priority training, and cross-level authorizations, as needed, between TRADOC activities, to support valid training.

(11) Ammunition is not provided for firepower demonstrations. This is only supported from authorized, but excess, training ammunition that is not under control of the Committee for Ammunition Logistics Support (CALs).

(12) Evaluate end of year training ammunition use rates, by comparing requirements and authorizations to actual execution. Identify and initiate actions to resolve issues that cause excessive (10 percent) over or under execution.

(13) Annually review all Program of Instruction (POI) Ammunition Summaries, to ensure POI developers use current ammunition identification (Department of Defense identification code) (DODIC)). Maintain current POI Ammunition Summaries, and present and justify any changes at annual Training Requirements and Authorizations Ammunition Panel (TRAAP) (see para 2-6).

c. Commandant, United States Military Academy, and Reserve Officers' Training Corps region commanders will—

(1) Determine annual training ammunition requirements to support training IAW TRADOC directive(s).

(2) Upon validation of requirements received from cadet units, consolidate requirements and forward to HQ TRADOC (ATOM-P), IAW chapter 2, below.

(3) Subauthorize annual training ammunition authorizations to using cadet activities via TAMIS-R.

(4) Publish supplementing instructions, to ensure all training ammunition issues and expenditures reach TAMIS-R in a timely manner, and in the correct format.

DEPARTMENT OF THE ARMY
Headquarters United States Army Canteen School
20310 Soldier Street
Camp Swampy, AK 58330-0001

REPLY TO
ATTENTION OF

MEMORANDUM OF AGREEMENT BETWEEN
THE COMMANDER, U.S. ARMY GARRISON, CAMP SWAMPY
AND
THE COMMANDANT OF THE CANTEEN SCHOOL

SUBJECT: Memorandum of Agreement for Training Ammunition Support

1. Reference TRADOC Regulation 350-8, Training Ammunition, 5 May 2004.
2. In accordance with referenced regulation, the United States Army Canteen School agrees to abide with all installation rules and guidance concerning Training Ammunition Management.
3. Request that the Installation Training Ammunition Manager also assume duties as the Training Ammunition Manager for the Canteen School, and act on our behalf in all direct coordination with Headquarters, Training and Doctrine Command's training ammunition management office.
4. Enclosure lists all school course Programs of Instruction and UIC that you should use managing our account the Training Ammunition Management Information System-Redesigned.

 FULL NAME
 Military Rank (if applicable)
 Commander, U.S. Army Garrison

 FULL NAME
 Military Rank (if applicable)
 Director, U.S. Army Canteen School

(Date)

(Date)

Figure 1-1. Sample Memorandum of Agreement

(a) For example, each cadet activity could forward one copy of each DA Form 581 (Request for Issue and Turn-in of Ammunition) to region HQ quarterly, for verification against the TAMIS-R database.

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(b) The purpose of this review is to document all training ammunition use, including ammunition shipped to cadet activities, and to verify that supporting installations report all cadet training ammunition transactions.

d. Total Army School System office will—

(1) Determine annual training ammunition requirements to support Reserve and National Guard conducted course training, IAW TRADOC directive(s).

(2) Upon validation of requirements received from schools, consolidate requirements and forward to HQ TRADOC (ATOM-P), IAW chapter 2, below.

(3) Subauthorize annual training ammunition authorizations to using activities via TAMIS-R.

(4) Publish supplementing instructions, to ensure that all training ammunition issues and expenditures reach TAMIS-R correctly.

e. All TRADOC commanders, regions, activities, units, and persons dealing with training ammunition, will adhere to the principles given in appendix C.

1-5. Training Ammunition Management System (TAMS). Ammunition is one of the most expensive commodities the Army uses, because when used, it becomes expended. Headquarters, Department of the Army (HQDA) developed the Training Ammunition Management System (TAMS) to effectively and efficiently manage training ammunition, by providing guidance and establishing authorizations for each major Army command (MACOM). Appendix D lists details of the TAMS, which provides for—

a. Developing training ammunition guidelines that will provide commanders a basis for estimating training ammunition requirements.

b. Establishing ammunition authorizations, along command lines, which are responsive to the commander's requirements.

c. Procuring and distributing ammunition in a manner that supports the requirements process.

d. Developing an accurate database regarding the expenditure of training ammunition, which will permit analysis at all levels of command.

Chapter 2 Requirements

2-1. Ammunition requirements.

a. Every level of command managing training ammunition must control use, to optimize training, while not exceeding established authorizations. Command emphasis is necessary, to highlight the need for accuracy in determining requirements, and forecasting expenditures.

b. Because of the relationship between the TAMS and the Army Planning, Programming, and Budgeting System (PPBS), ammunition requirements must project in excess of 5 years in advance. TRADOC consolidates these requirements for presentation to the annual Training Ammunition Authorization Committee (TAAC), a standing DA committee, organized under the provision of AR 5-13. The committee uses this input for maintenance and new procurement programs, and future authorization decisions.

2-2. Requirements determination.

a. Individual and crew-served weapon qualification firing tables, under DA Pam 350-38; school POI; Weapon Field Manuals; and some CTA allowances, provide data for training ammunition requirements. TRADOC activities will report long-range training ammunition requirements under requirement control symbol (RCS) ATTG-38 (see para 4-2b). These requirements cover a 6-year period, beginning 2 years from the current FY.

b. This long leadtime is necessary due to funding procedures, and the need to establish industrial sources for new munitions. Ammunition managers must attempt to foresee all future training ammunition needs, and include all projected permanent party training, anticipated student load changes, existing and new POI, foreign ammunition, and fielding of new weapon systems. This is a critical phase in the development of ammunition requirements.

c. Ammunition procurement planning depends upon accurate identification of these future needs. If requirements are not identified sufficiently in advance, the ammunition is not available when needed. Installation training ammunition managers are in the best position to project these requirements, and they must include ammunition requirements as part of all long-range planning. In this connection, they must maintain accurate files, to enable subsequent TAMs to refine the requirements.

d. Submit requirements IAW chapter 4, below.

2-3. Training Requirements and Analysis System (TRAS). The TRAS provides excellent planning data for determining training ammunition requirements, for all institutional training in TRADOC. Under TRAS, there are two important ammunition resource supporting documents: the Individual Training Plan (ITP), and the POI.

a. The ITP describes long-range plans for individual training programs. Submitted 36 months prior to course implementation, it identifies the estimated ammunition resources required in a

Training Ammunition Summary format (see figure 2-1). This information will provide TAMs with long-range ammunition requirements.

Course: 3A-F40/011-F21		Version: 1		Delivery Group: A		Phase: 0	
Course Name: Individual Terrorism Awareness							
Management Category: Resident				Preparation Date: 04 Feb 2003			
Status: Commandant Approved				Optimum Class Size: 20			
Ammunition Summary - Lesson							
Live Ammunition:							
DODIC: AA33		5.56MM BALL (M855) FOR M16A2 RIFLE					
Lesson/ Version	Step	Per Student	Student Total	Instructor Total	Support	Total	
3319777 / 1	TLO (1)	98	1,960	44	600	2,604	
Lesson Total:			1,960	44	600	2,604	
DODIC Total:			1,960	44	600	2,604	
DODIC: AA49		9MM (M882) FOR 9MM BERETTA					
Lesson/ Version	Step	Per Student	Student Total	Instructor Total	Support	Total	
3319875 / 1	TLO (1)	150	3,000	0	600	3,600	
Lesson Total:			3,000	0	600	3,600	
DODIC Total:			3,000	0	600	3,600	
DODIC: G982		GRENADE HAND SMOKE, WHITE, TA M83					
Lesson/ Version	Step	Per Student	Student Total	Instructor Total	Support	Total	
3319888 / 1	TLO (1)	0	0	2	4	6	
Lesson Total:			0	2	4	6	
DODIC Total:			0	2	4	6	

Figure 2-1. Sample Training Ammunition Summary

b. The POI should be available 12 months prior to course implementation. Although too late for determining long-range requirements, the POI provides a list of all ammunition resources necessary to support the resident training program. This information is pivotal to determining accurate current year requirements. Use only approved POI to compute training ammunition requirements.

c. Training ammunition managers must coordinate closely with course developers and schedulers, to identify valid/current student input figures, modify the scheduled student fill by

historical "no show" rates, and develop attrition factors to determine actual training ammunition forecasts.

2-4. Forecasting ammunition. Forecast the next 12 month's requirements to the supporting ammunition supply activity correctly.

a. Forecast training ammunition at the site of the proposed training. Ammunition forecasts establish minimum stockage levels at ammunition supply points (ASPs).

b. The ITAMs will establish procedures that require units to properly update TAMIS-R, in sufficient time for the ASP to receive the forecast, no less than 60 days prior to training. Always show 12 months of forecasts, even when it requires forecasting into the next FY. Assume that the next FY's authorization is similar to the current year for this long range forecasting.

c. Units may not overforecast training ammunition authorizations (exception: see b, above).

d. Do not forecast substitute/secondary DODIC; forecast only the primary ammunition DODIC.

e. Due to production scheduling and criticality of some CALS-controlled items (see [appendix E](#)), recommend providing the longest reaching forecast possible.

f. The ITAM will not approve requests in excess of unit forecasts, if this would cause a shortfall for another unit that forecasted properly. The ITAM may support issues, to meet emergency requirements that were not forecast, on a case-by-case basis, after reviewing the asset posture and all other forecasted requirements.

g. Users drawing training ammunition from "other than their home installation" will comply with the supporting installation's forecasting and logistics policies. The supporting installation must verify, using TAMIS-R, that the user forecasts only authorized ammunition (exception: see [b](#), above).

h. Ammunition forecasted quantities do not carry over to the next month if the requester does not draw the ammunition. Unused forecasts are once again available to the supply point for other valid forecasts. The requester may resubmit the forecast IAW TAMIS-R timelines.

2-5. Training test requirements. The functional proponent that initiates, or the TRADOC staff section that directs a training strategy evaluation (commonly called a test), must also identify all ammunition requirements needed for the evaluation.

a. The TAMS supports these requirements, but use requires authorization in TAMIS-R as a training issue. These include formal Battle Lab type evaluations, or evaluation of scenarios by POI developers.

b. Due to ammunition production and procurement leadtimes, requesting agencies must report test requirements no later than 3 months in advance.

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c. Submit requests electronically or by memorandum to Commander, TRADOC (ATOM-P), 355 Fenwick Road, Fort Monroe, VA 23651-1075, and identify:

- (1) All ammunition required, by DODIC, nomenclature, and cost.
- (2) Title and purpose of the evaluation.
- (3) Who directed or initiated the evaluation.
- (4) When the ammunition is needed.
- (5) Where the ammunition is needed.
- (6) Unit Identification Code (UIC).
- (7) The POC for future coordination.

2-6. Training Requirements and Authorizations Ammunition Panel. The TRAAP, consisting of members of TRADOC's training ammunition staff, schools, activities, regions, and supporting installations, meet annually to:

- a. Identify and justify both short- and long-term annual training ammunition requirements.
- b. Distribute initial authorizations to the schools and regions for the next FY's training.
- c. Formally present any new or changed POI Training Ammunition Summaries since the last TRAAP meeting. The Training Operations Management Activity (HQ TRADOC (ATOM-P)) will process and present these requirements for resourcing in the next budget submission.
 - (1) The TRAAP will pass increased, or new, ammunition requirements to HQDA for processing in the next budget cycle. Large changes usually require advance programming, no less than 2 years in advance of the training start date. Headquarters, DA may allow small changes within this programming cycle.
 - (2) The TRAAP will also consider out-of-cycle requests (i.e., start date within 2 years). The command's annual allowance may support small changes, and HQ TRADOC (ATOM-P) will also forward these as an increase request for the next FY's training authorization.
- d. Review and analyze previous year's training usage presented by the schools and regions.
- e. Recognize TRADOC's Ammunition Manager of the Year Award recipient.
- f. Receive information briefings on important aspects of the ammunition planning, procuring, or execution process.
- g. Review DA and TRADOC regulations and policies.

h. Discuss important ammunition issues, such as fielding of new weapons, safety concerns, new training strategies, etc.

Chapter 3 Authorizations

3-1. Ammunition authorization. Headquarters, DA provides TRADOC a bulk training ammunition authorization, approximately 3 months prior to the start of a FY, which TRADOC subauthorizes to subordinate commands and activities. The TAMS identifies annual training ammunition authorizations for units or activities by UIC. TRADOC will—

a. Base this subauthorization distribution upon valid requirements, available supply, and training priority. Recipients further subauthorize to training activities, and they may submit increase requests, with impact statements, for quantities that are not sufficient to support training.

b. Adjust authorizations and provide revisions, as required. However, due to production or procurement problems, some ammunition may not be available.

3-2. Authorization changes. Throughout the FY, TRADOC subordinates may request authorization changes from HQ TRADOC (ATOM-P). These change requests are supported as much as possible; but normally, increases are not available from DA because inventory assets, production, and retrograde from overseas are already included in the next FY's authorization planning.

a. Long-range requirements, reported to TRADOC under RCS ATTG-38 (see [para 4-2b](#), below), are used to establish individual FY requirements, which are reported to DA for procurement programming. These submissions are maintained on file and used to compute the initial FY authorizations.

b. Initial installation authorizations are issued approximately 3 months prior to the start of a FY. This allows time for TAMS to align and cross-level quantities, while subauthorizing to users.

c. When possible, training ammunition authorization shortfalls are satisfied by redistribution of authorizations, identification of substitute items, or acquiring additional authorizations from HQDA.

d. Throughout the FY, TRADOC will attempt to satisfy unresolved authorization shortages by cross-leveling any returned training ammunition authorizations.

e. Prior to 15 July of any year, use the format in [table 3-1](#) to request authorization changes (show command totals, not individual unit changes).

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f. Users must identify and return (turn back) any excess authorizations before 15 July. After this date, there is not enough time for another user to forecast this ammunition. Every effort is made to exchange authorizations between primary, secondary, or substituted items. The only exception to this rule applies to all Cadet Command Regions, and the United States Military Academy at West Point. Due to their late summer programs, returns are considered until 31 August.

Table 3-1
Example of request for authorization changes

DODIC	Current Auth	Plus/minus	New Auth
AA33	50,000	+25,000	75,000
JUSTIFICATION: Approved POI change added 10 rounds per 2,500 Infantry OSUT students.			

g. Training ammunition authorization changes are approved in the TAMIS-R system only.

h. Installation training ammunition managers may adjust subauthorizations between the units they support, with the following exceptions:

- (1) Do not exceed command's training ammunition authorization.
- (2) Do not exchange authorizations between units of different MACOMs.

3-3. Approval. Installation training ammunition managers must use TAMIS-R or CTA 50-909 to validate training ammunition requests, before approving any issues.

a. Each user must have properly forecasted training ammunition use, and may not exceed their authorization.

b. Manual approval procedures. The ITAM must validate and approve all training ammunition issue requests (DA Form 581). The ITAM suspenses each document before forwarding to the ASP, so they can later verify all ammunition issues and reconciliations.

c. The TAMIS-R automated procedures provide several options for authenticating subauthorizations, and ITAMs should not approve training ammunition requests unless supported by TAMIS-R authorizations. However, ammunition managers must take all steps to verify the unit's authorization, before stopping training. Recommended procedures are:

- (1) Contact the unit's higher HQ.
- (2) Use authorized substitute munitions.
- (3) Request TRADOC assistance.

d. Installations may approve shipments of small quantities of ammunition to Cadet Command activities. However, they must first verify the training authorization and establish sufficient controls, to capture all such issues in TAMIS-R.

e. The CTA 50-909 provides some allowances for training munitions and inert training ammunition items. Use these allowances to build requirements. All dummy and inert items require forecasting in TAMIS-R.

3-4. Substitution. There are two types of substitutions encountered in training ammunition management: supply substitutes and training support substitutes. The TAMIS-R expenditure reporting may require close additional management, to ensure authorizations are not exceeded.

a. Supply substitution. Many ammunition items perform identical or similar functions, although the nomenclature, national stock number, and DODIC are different.

(1) The Reportable Item Listing for the Worldwide Ammunition Requirements and Assets Report lists many prime and secondary items of inventory. The ASP may automatically issue a secondary item against a requested prime item.

(2) In most cases, this substitution is acceptable, but may depend upon the training requirements. See tables 3-2 and 3-3 for examples.

(a) Acceptable supply substitute for Claymore mine training is shown in table 3-2.

Table 3-2
Acceptable supply substitution

DODIC	NOUN	PRIME/SECONDARY STATUS
K143	Mine AP M18A1 with accessories	Prime
K145	Mine AP M18A1 without accessories	Secondary

(b) An unacceptable supply substitute for basic training hand grenade course, because the shape of the grenade body differs from the inert training item, is shown in table 3-3.

Table 3-3
Unacceptable supply substitution (hand grenade)

DODIC	NOUN	PRIME/SECONDARY STATUS
G881	Grenade, Hand Frag M67	Prime
G890	Grenade, Hand Frag M26	Secondary

(c) An unacceptable supply substitute for M16A1 rifles, because the heavier bullet weight causes the projectile to become inaccurate, is shown in table 3-4.

Table 3-4
Unacceptable supply substitution (M16A1 rifle)

DODIC	NOUN	PRIME/SECONDARY STATUS
A071	Cartridge, 5.56mm M193 Ball	Prime
A059	Cartridge, 5.56mm M855 Ball	Prime

(3) Training ammunition managers must work closely with ASP personnel, to ensure only usable, safe supply substitute items are stocked.

b. Training support substitution. Although not identical supply substitutes, many ammunition items are similar and usable in place of others, in order to support a training program. However, the ASP may not make these substitutions without the prior approval of the ITAM.

(1) The purpose of training support substitution is to continue training, although the correct, approved training ammunition item may not be available.

(2) Installation training ammunition managers may approve the issue of training support substitute items, only after prior coordination with this HQ.

(3) Examples of potential training support substitute DODIC are:

(a) L599 issued in lieu of L495.

(b) L601 issued in lieu of L594.

(4) Some substitutions are required due to environmental conditions. In periods of high fire hazard, the ITAM may wish to issue A143 (Ball only) machine gun ammunition, in place of A131 (Ball and Tracer) ammunition.

(5) Training support substitution ensures the highest quality of training for the conditions encountered, but this substitution requires intensive management by the ammunition manager, and will require changes to the TAMIS-R authorizations.

c. Regardless of whether the substitute was a supply secondary, or a training support substitute, report the expenditure of the actual item in TAMIS-R, not as the prime or requested item.

3-5. Reconciliation.

a. Reconciliation is the process of assuring accountability for all issues of ammunition through—

(1) Return of unused serviceable and unserviceable ammunition.

(2) Return of expended brass, pins, links, ammunition packing material, and other salvage items. The ASP must provide supported units a copy of the residue they must return at the completion of training.

(3) Verification by the ASP that the returned items account for the ammunition issued, per DA Pam 710-2-1.

b. In the event of any overages, or lost, stolen, or missing ammunition, initiate administrative action per AR 735-5. In the case of lost, stolen, or unaccounted for sensitive items, AR 190-11 or AR 15-6 may require additional action.

c. DA Pam 710-2-1 provides for small arms and pyrotechnic residue not completely recovered due to range, terrain, or climatic conditions. Use DA Form 5811-R (Certificate – Lost or Damaged Class 5 Ammunition Items). This does not preclude the return of all outside packaging, nor relieve the commander/range officer from direct responsibility.

d. User will identify, on all turn-in documents, the document number and training event code (TEC) used for the ammunition issue.

e. Installation training ammunition managers must establish positive procedures, to ensure coordination of all issue and reconciliation documentation with the supporting ASP.

f. Failure to accomplish reconciliation will require command attention. Installation training ammunition managers must establish procedures to report units/activities, which have not met their reconciliation suspense, to command channels.

Chapter 4 Evaluation/Reports

4-1. Evaluation. Training ammunition managers must regularly evaluate each unit's/activity's training ammunition management program.

a. Do not accept requirements at face value; validate each requirement. Has the user stated the correct POI, class size, attrition factor, or number of assigned personnel?

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- b. After subauthorizing training ammunition to a user, the TAM must ensure that users forecast to the supporting ASP in a timely manner. Users may not forecast more than their authorization (see para 2-4b, above, for exception).
- c. Throughout the year, monitor usage rates and cross-level training ammunition subauthorizations, to ensure maximum training from the ammunition authorized.
- d. The TRADOC Training Ammunition Expenditure Report (RCS ATTG-13(R2)) requires monthly reporting, but ITAMs may conduct more frequent evaluations of user expenditures.
- e. Always question poor utilization. Investigate and resolve reasons for poor use of authorized items, or continued under or over statement of requirements.
- f. TRADOC Form 240-R-E (Ammunition Management Checklist) provides a standard list of evaluation areas. You may use this list to evaluate your training ammunition management program.

4-2. Mandatory reports.

- a. The TRADOC Training Ammunition Expenditure Report (RCS ATTG-13(R2)) is a reporting requirement due at HQ TRADOC (ATOM-P) by the suspense dates indicated below. This mandatory report for the current FY consists of three parts, and follows a strict schedule.
 - (1) Part I. The first report is due 15 October, or the first workday thereafter. Review current FY training plans, and provide a monthly cumulative percentage estimate of anticipated training ammunition use (total dollar value of anticipated consumption, versus the total dollar value of the annual FY authorization).
 - (a) This report establishes a management objective for subsequent reports, and is used to manage authorization redistributions (i.e., Oct: 2 percent; Nov: 5 percent; Dec: 6 percent; Jan: 10 percent; Feb: 22 percent, etc.).
 - (b) Headquarters, DA uses this monthly use projection as a basis for determining monthly supply distributions.
 - (2) Part II. Report, in writing, success toward reaching management objectives identified in the first report (RCS ATTG-13(R2)). Activities must report as follows:
 - (a) If located on an Army “Fort”, report on the third Monday of the month; if not located on an Army “Fort”, report on the first Monday.
 - (b) Where actual usage deviates from the projection by more than 5 percentage points, the ammunition manager must identify ammunition items that contributed most to differences between anticipated and actual expenditure percentages, and the reasons causing the discrepancy.

(c) Return excess ammunition authorizations at any time prior to 15 July (31 August for Cadet Command Regions and West Point). This may assist reconciliation of anticipated, versus actual, expenditure percentages. This liberal turnback policy should permit all ITAMs to optimize their expenditure ratios. However, each return must identify the exact reason for the turnback.

(3) Part III. The third report is due 15 November, or the first workday thereafter. This part of the report is the annual reconciliation statement. Explain all training ammunition expenditures that exceeded authorization, or were less than 90 percent of authorization quantities, using the format shown in figure 4-1. **Note:** Report all use of unauthorized ammunition, and describe fully the reasons for the expenditure. Over expenditures are violations of AR 5-13 and this regulation.

b. The Training Ammunition Requirements Report (RCS ATTG-38) is submitted annually each January. This report projects long-range ammunition requirements. For example, in FY 05 the RCS ATTG-38 report covers FY 06-11. (NOTE: The TAMIS-R will replace the Training Ammunition Requirements Report for submitting requirements.)

(1) This yearly projection allows accurate reporting of TRADOC requirements into the Army Budget Cycle. This procedure allows planning time for the introduction of new weapons systems, training strategy changes, implementation of new POIs during the reporting period, and the availability of other resources or facilities.

Location: Fort Swampy			
Fiscal Year: 200X			
Actual Use Rate: 88.7%			
Identify usage problems by DODIC (with use rate) with explanation and plan for improving next year:			
DODIC	Rate	Problem	Explanation/Plan for improving
A063	(60%)	Fire restrictions	Closely monitor conditions when issuing.
A080	(77%)	Low student fill	Coordinate arrivals with scheduling.
A111	(33%)	No supply	Priority given to critical training.
G950	(55%)	Class cancelled	Work with scheduling to prevent this event.

Figure 4-1. Example of format for annual reconciliation statement

(2) Show all requirements by DODIC, by year.

(3) Requirements must include:

(a) Institutional training (POI requirements).

(b) Past expenditure history adjustments.

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(c) Requirements for skill qualification test training and testing, and other permanent party training or qualification.

(d) Determine all missile requirements to support resident training, using the criteria of one expenditure per military occupational specialty producing course.

(e) Include inert ammunition requirements, to ensure HQDA funds these requirements. When computing inert requirements, include a reuse factor.

(f) The introduction of new weapons systems/ammunition may have a significant impact during the reporting period. Coordinate these requirements with training developers and TRADOC System Managers. Use the model number and nomenclature for any new types of ammunition, to ensure proper identification.

(4) Formats.

(a) Use the format in table 4-1 to report conventional ammunition requirements. Show quantities as each, e.g., A071-10, 756, 321, or D550-26.

Table 4-1
Format to report conventional ammunition requirements

DODIC	QUANTITY (BY YEAR)
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(b) Use the format in table 4-2 to report missile requirements.

Table 4-2
Format to report missile requirements

DODIC	COURSE NUMBER	NUMBER OF ITERATIONS	TOTAL REQUIRED
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(c) Use the format in table 4-3 to report dummy/inert ammunition requirements.

Table 4-3
Format to report dummy/inert ammunition requirements

DODIC	NOMENCLATURE	ANNUAL QUANTITY
--------------	---------------------	------------------------

(d) Foreign ammunition.

- Provide full nomenclature, description of the ammunition required, quantity needed, and identify the POI supported. Requirements are consolidated and

validated at HQ TRADOC, before programming these needs with the procurement.

- Foreign ammunition accountability and control is accomplished IAW AR 710-2 and TAMIS procedures. TAMIS-R will identify pseudo-DODIC for control of foreign ammunition.

Chapter 5 Local Purchase Procedures

5-1. Nonstandard training munitions requirements. Commanding General, U.S. Army Materiel Command, or others, as identified in DA Pam 385-5, must approve the use of nonstandard ammunition and/or explosives. Due to special training requirements, the standard Army munitions supply system may not support every unique training mission. In these cases, due to very low-density quantities, one-of-a-kind munitions, or items not yet type classified, HQDA may approve use of Procurement Army Ammunition (PAA) funds, to allow MACOMs to procure the unique ammunition.

a. These training munitions requirements are considered “nonstandard,” and require HQDA approval and special funding.

b. This process is not used to avoid normal item development and type classification.

5-2. Procedures. Nonstandard training ammunition requirements parallel the normal training ammunition requirement cycle. Nonstandard munitions require documentation in a course POI, training center exercise scenario, annual training plan, or other authorized training event.

a. Requester must submit requirements during January for the next FY. Requester must identify a pseudo-DODIC code for each item, in order to expedite funding approval and usage reporting in TAMIS-R. Coordinate DODIC selection with the supporting ASP, to avoid conflicts with their accountability software.

b. All nonstandard requirements are compiled into one PAA funding request.

c. Headquarters, DA, Office of the Deputy Chief of Staff (DCS), G-3, considers the items for approval, during the normal approval process, for training ammunition for the next FY.

d. By July, HQDA DCS, G-3 will pass the approved nonstandard items to HQDA DCS, G-4 for funding. There is no funding left for any nonstandard requirements identified after June.

e. Headquarters, DA DCS, G-4 obtains the necessary PAA funding, and designates a staff agency to pass the funding to the users.

f. Requesters will procure the items locally within 30 days, and ensure proper accountability and handling.

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g. This HQ will require an annual usage report, to validate the adequacy and accuracy of the annual nonstandard ammunition funding estimate. The report will use the format in table 5-1. Submit the report concurrently with the request for the next FY's nonstandard training ammunition in January.

Table 5-1
Annual usage report format

DODIC	NOMENCLATURE	USER/ SCHOOL	QUANTITY USED	COST PER ROUND	TOTAL COST
--------------	---------------------	-------------------------	--------------------------	-------------------------------	-----------------------

5-3. Justification. The annual nonstandard training ammunition request will include the following categories, and be as specific as possible:

- a. Nomenclature (type, caliber, etc.).
 - b. Quantity.
 - c. Manufacturer.
 - d. Source/vendor information.
 - e. Hazard classification and quantity distance criteria.
 - f. User and range safety certifications.
 - g. Reason for need, and justification as to why standard Army ammunition cannot meet the mission requirement.
 - h. Amount of funds required for the requested stocks.
 - i. User POC and phone number.
 - j. Funds POC and phone number.
-

Appendix A
References

Section I
Required Publications

AR 5-13
Training Ammunition Management System

AR 15-6
Procedures for Investigating Officers and Boards of Officers

AR 190-11
Physical Security of Arms, Ammunition, and Explosives

AR 700-19
U.S. Army Munitions Reporting System

AR 710-2
Inventory Management Supply Policy Below the Wholesale Level

AR 735-5
Policies and Procedures for Property Accountability

CTA 50-909
Field and Garrison Furnishings and Equipment

DA Pam 350-38
Standards in Training Commission

DA Pam 385-5
Fundamentals of Safety in Army Sports and Recreation

DA Pam 710-2-1
Using Unit Supply System (Manual Procedures)

Section II
Related Publications

AR 350-1
Army Training and Education

AR 385-63
Range Safety

DA Pam 385-63

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Range Safety

Section III Prescribed Form

TRADOC Form 240-R-E
Ammunition Management Checklist

Section IV Referenced Forms

DA Form 581
Request for Issue and Turn-In of Ammunition

DA Form 5811-R
Certificate – Lost or Damaged Class 5 Ammunition Items

Appendix B Training Ammunition Management Information System-Redesigned (TAMIS-R)

B-1. System description.

a. The TAMIS-R is a web-based system, consisting of a central, common database maintained by DA; an input system for entering data; and a number of computer processing programs that update the database, and produce reports, for management analysis at various echelons of command.

b. The TAMIS-R database keeps track of training ammunition authorizations, requirements, expenditures, and costs. Training Ammunition Managers at various levels input data, as required, and expenditures pass directly from Standard Army Ammunition System issue transactions to TAMIS-R.

B-2. Training event codes. The TEC describes the purpose for training ammunition use. Use the same TEC on the DA Form 581 for turn-ins that was used on the issue DA Form 581.

B-3. Training and maintenance. Schools and activities using TAMIS-R must maintain a trained operator and adequate equipment. HQ TRADOC and the TAMIS-R Program Manager will provide instructional support, as requested.

B-4. TAMIS-R manager duties.

- a. Log-on daily for information messages.
- b. Verify training ammunition authorizations, prior to approving ammunition issue.

- c. Assign correct TEC to each expenditure.
- d. Maintain files of completed training ammunition transactions for 1 year.
- e. Provide supported units/activities a monthly report on their training ammunition authorizations/expenditure status.
- f. Subauthorize to UIC all training ammunition authorizations. Do not hold any back.
- g. Load all authorization changes within 1 week of receipt.
- h. Compile and review annual requirements for all lower elements. Use POIs and historical usage rates to determine the best actual requirement for all subordinate users, and pass the requirements to TRADOC, as directed in annual messages.
- i. Verify that correct UIC, POC, and nomenclature, for all subunits using training ammunition, are in the TAMIS-R database.
- j. Maintain a historical usage file showing requirements, authorizations, and expenditures for the past 3 FYs. Use this data to justify future year's annual requirements, before passing them on to TRADOC for inclusion in the program objective memorandum (POM) budget.
- k. Maintain an up-to-date copy of all POI Ammunition Summaries in use. Use the Ammunition Summaries to verify the type and quantity of ammunition requested by subordinate activities.

B-5. Monthly subauthorization review.

- a. Each TRADOC TAMIS-R manager will request a monthly usage report for all units/activities assigned to their accounts.
- b. Provide the report to the user to review, validate their training program, and ensure the accuracy of the data.

Appendix C
Principles of Training Ammunition Management

C-1. Effective management. Ammunition is one of the major resources affecting training, and its effective use and management will enhance training programs. Training managers must employ ammunition with judicious care, a minimum of waste, and only as necessary to support a training program. Place command emphasis on ammunition management.

C-2. Development of requirements and forecast data. Base ammunition requirements and forecast data only upon programmed training events.

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a. TRADOC schools and training centers will develop ammunition requirements from approved POI and input given by the best student data available, as modified by experience. For example, if a school annually schedules eight iterations of a course, but historically only conducts five of these iterations, reduce annual requirements for this course accordingly.

b. Compute TRADOC permanent party ammunition requirements to accomplish directed and mandatory training. Use DA Pam 350-38 individual weapon qualification tables.

c. Develop and forecast ammunition requirements, based on quantities required, to meet actual training schedules. Requests must consider equipment and range availability, number of soldiers actually training, and usage experience.

C-3. Guidelines for ammunition management.

a. Subauthorize training ammunition down to UIC level, and constantly cross-level throughout the year, to maximize training and ammunition use. Identify individual UIC for each course in TAMIS-R, to identify course requirements, authorizations, and use. There may be times when a TRADOC school or region may want to use a single UIC in TAMIS-R, to group courses. The ammunition manager should first receive approval from HQ TRADOC.

b. Make maximum use of dry firing, training aids, devices and simulators, and training-unique ammunition, before using service/full caliber ammunition. Use full caliber ammunition only to validate the training program. Avoid adding ammunition to a training program merely to obtain a "realistic" situation; justification of a specific training task is more important. A good example is using booby traps during night maneuvers, to stress the difficulties of moving in darkness, rather than using artillery simulators to "dirty" the exercise.

c. Justify ammunition requirements for demonstrations, other than the demonstration phase of approved POI, in writing, to HQ TRADOC (ATOM-P), for approval 90 days prior to the demonstration date.

d. Give consideration to the problems associated with loss of lot number identity of ammunition, which could require the destruction of turned-in munitions. Draw and further subissue ammunition, in the smallest quantities practical, to achieve the training objectives, and not lose lot number identity. Under no circumstances may users expend ammunition to avoid turning it in.

e. Stress training ammunition conservation. Draw only the amount of ammunition needed for a training period, and do not open the packaging until needed. Return unused items to the ASP promptly.

f. Substitute ammunition items when possible. Training ammunition managers must coordinate closely with their ASP managers to use these stocks.

g. Request training ammunition issues in the exact amount needed, but, when possible, state ammunition requests in depot pack quantity, to avoid unnecessary handling during small arms ammunition issues.

h. To assist in the return of unused training ammunition, the following guidelines may help:

(1) When issuing more than one lot number of ammunition, fire the smallest lot first, and all subsequent lots in order of smallest to largest quantity per lot.

(2) Do not open ammunition packing containers in advance. Open only the least number of containers required for immediate expenditure. When the ordnance seal is removed from ammunition containers, they are open.

(3) Maintain lot number identity, and preserve the original packaging containers for each lot of ammunition.

i. Under no circumstances mix live ammunition items with inert components, unless specifically designed for this purpose. For example, never use live blasting caps with inert Claymore practice mines.

j. Pyrotechnics, including simulators, must meet all safety requirements. Use items only as designed, and do not modify, or allow the use of homemade pyrotechnics.

Appendix D

Training Ammunition Management System (AR 5-13)

D-1. System description.

a. The TAMS is a command management tool that allows the commander the flexibility to change authorizations to satisfy priority training, and make the best use of the available ammunition, to maximize training time and manpower. It encompasses all service and training-unique ammunition, explosives, and pyrotechnics used for training. The TAMS operates within the Army PPBS in three phases: execution, authorization preparation, and requirements development, covering a 6-year period. As an example, during 2005 units use FY 05 authorizations, the Army staff prepares FY 06 authorizations, and MACOMs develop FY 07-12 requirements.

b. The MACOM may propose alternative authorizations to the TAAC. Its purpose is to review Army training ammunition resources, requirements, and management. The TAAC will attempt to solve ammunition imbalances and address the impact of shortfalls on training goals.

c. The MACOM submits training ammunition requirements to the TAAC utilizing the TAMS. The TAAC consolidates Armywide ammunition requirements for budget planning.

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d. Department of the Army prepares the POM concurrently with the program review and approval process, and includes the training ammunition program. If assets are sufficient, all MACOMs receive 100 percent of requirement. If not, each MACOM will receive its share of the total requirement.

e. Prior to the beginning of the FY, the TAAC will meet to consider revised requirements and budget decisions. Department of the Army will adjust MACOM authorizations for the next year. The MACOM will, in turn, subauthorize to elements of their commands. The subauthorization process will continue to unit/activity level.

D-2. Development of requirements and authorizations. Each echelon must develop the training ammunition requirements of all its subordinate elements, regardless of installation/theater to which assigned. Likewise, higher elements provide authorizations through the command structure, and not the stationing structure.

D-3. Carryover of authorizations between FYs. At the end of each FY, all training ammunition authorizations will cease to exist. Department of the Army will not normally approve carryover between FY.

D-4. Training Ammunition Management Timeline. During the current fiscal year, trainers would make quarterly turn-backs of unneeded ammunition and report yearend execution rates; concurrently they would submit the next year's requirements and forecast their training for supply action. See figure D-1 for visual timeline.

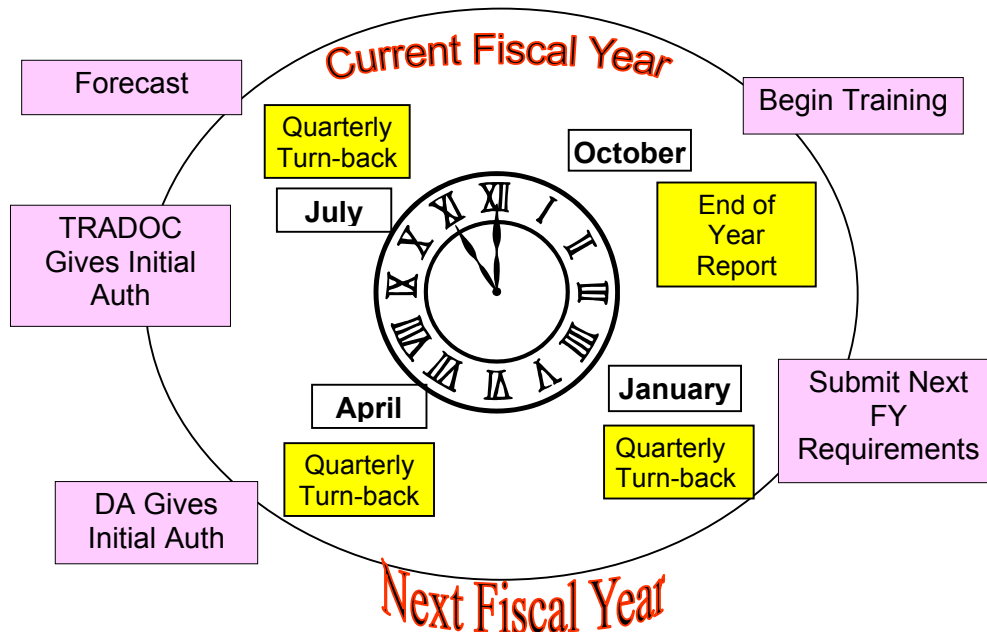


Figure D-1. Training ammunition process

**Appendix E
Committee for Ammunition Logistics Support (CAL S) Allocations**

E-1. Controlled items. Although FY authorizations allow a unit to expend a given quantity of ammunition, supply constraints may inhibit the availability of resources. Ammunition is one of the most expensive commodities the Army uses, because of the volume shot in training, high development and safety certification costs, and the fact that it is not reusable. Production shortfalls can also impact on ammunition availability.

E-2. The CAL S. The CAL S controls distribution of critically short ammunition. This committee meets semiannually to control the allocation, distribution, and redistribution of conventional ammunition items identified as being in short supply, or having the potential of becoming a short supply item. The CAL S publishes an updated list of controlled items at the conclusion of each CAL S meeting.

E-3. Monthly allocations. TRADOC publishes monthly CAL S controlled item ordering instructions. Installation ASPs must order or immediately return these suballocations. These ordering instructions will give a quantity and specific project code. These allocations attempt to satisfy a 90-day forecast at each installation. Ammunition supply points must immediately report CAL S allocations, cancelled by the National Inventory Control Point, to HQ TRADOC (ATOM-P).

E-4. Project codes. The project codes shown in table E-1 will indicate the month of the allocation. When ordering CAL S ammunition requiring an overhead fire clearance, installations must use the overhead fire project code, in lieu of the CAL S project code.

**Table E-1
Project codes**

MONTH	CALS CODE	OVERHEAD FIRE CODE
JAN	MPI	MOA
FEB	MPJ	MOB
MAR	MPK	MOC
APR	MPL	MOD
MAY	MPM	MOE
JUN	MPN	MOF
JUL	MPO	MOG
AUG	MPP	MOH
SEP	MPQ	MOI
OCT	MPR	MOJ
NOV	MPS	MOK
DEC	MPT	MOL

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Glossary

Section I Abbreviations

ASP	ammunition supply point
CALS	Committee for Ammunition Logistics Support
CTA	common tables of allowances
DCS	Deputy Chief of Staff
DODIC	Department of Defense identification code
FY	fiscal year
G-3	Office of the Deputy Chief of Staff for Operations and Plans
G-4	Office of the Deputy Chief of Staff for Logistics
HQ	headquarters
HQDA	Headquarters, Department of the Army
IAW	in accordance with
ITAM	Installation Training Ammunition Manager
ITP	individual training plan
MACOM	major Army command
MOA	Memorandum of Agreement
PAA	Procurement Army Ammunition
POC	point of contact
POI	program of instruction
POM	program objective memorandum
PPBS	Planning, Programming, and Budgeting System
RCS	requirement control symbol

TAAC	Training Ammunition Authorization Committee
TAM	Training Ammunition Manager
TAMIS-R	Training Ammunition Management Information System-Redesigned
TAMS	Training Ammunition Management System
TRAAP	Training Requirements and Authorizations Ammunition Panel
TRADOC	United States Army Training and Doctrine Command
TRAS	Training Requirements and Analysis System
TEC	training event code
UIC	Unit Identification Code

Section II
Terms

Allocation

Special monthly allowance required for ordering ammunition items in short supply. It is the quantity of ammunition a supply support activity, or ammunition supply point, may requisition during a specific time frame, to meet forecasted training requirements.

Ammunition supply point

Installation facility with the responsibility to order, receive, store, issue, and manage ammunition inventory. The ASP normally has responsibility for processing TAMIS-R expenditure data.

Authorization

Quantity of ammunition that an activity or unit may expend in a FY under the Training Ammunition Management System.

Committee for Ammunition Logistics Support

A DA-level committee, which meets semiannually with MACOM and National Inventory Control Point personnel, to equitably distribute ammunition items in critical short supply.

Demonstration

The use of a portrayed situation to show a procedure, technique, operation, or weapon effect. Programs of instruction contain approved demonstrations, but other demonstrations require special approval (see para C-3(c)).

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Department of Defense Ammunition Code

An eight-character code assigned for identification of items of ammunition in Federal Supply Classification Group 13XX.

Department of Defense identification code

A four-digit alphanumeric code designating a specific type of ammunition.

Dummy or inert

Class 5 supply items not consumed in use. CTA 50-909 authorizes use of dummy or inert items.

Forecast

The management procedure by which units/activities identify by DODIC, quantity, location, and month when they will need ammunition authorizations. Forecasts cover a 12-month period.

Individual training plan (ITP)

Long-range plan for individual training programs. Used in computing long-range institutional training ammunition requirements.

Program of instruction (POI)

Instructional document that lists content of a course, and resource requirements.

Requirement

Optimum number of rounds needed to conduct a training session at 100 percent effectiveness.

Standards in training commission

Determines the quantities and type of munitions essential for annual training of soldiers, crews, and units (see DA Pam 350-38).

Subauthorizations

Quantities of ammunition provided from MACOM to installation/activity under the Training Ammunition Management System, and in turn, further broken out to unit level.

Substitute

Similar ammunition item issued in place of the requested round. Examples are older supplies, "training use only rounds," or an alternate model.

Training Ammunition

All class 5 items consumed during training (see [AR 5-13](#) for entire list).

Training Ammunition Authorization Committee

A continuing standing DA committee organized under AR 5-13. Senior representatives of the Army Staff and MACOM make up this committee, which builds the 5-year training ammunition budget requirement.

Training Ammunition Management Information System-Redesigned (TAMIS-R)

The ADP information system that processes, stores, and retrieves data on requirements, subauthorizations, and use of training ammunition.

Training Ammunition Management System (TAMS)

The Armywide system (AR 5-13) developed, to manage conventional training ammunition at all levels, for maximum training and combat readiness with the available ammunition resources.

Training event code (TEC)

A two- or three-character code representing a specific training event.

Training Requirements and Authorization Ammunition Panel (TRAAP)

The Training Requirements and Authorization Ammunition Panel meets annually to justify training ammunition requirements and distribute use authorizations for the next FY.

Training unique

Ammunition/munitions item developed exclusively for use in training, and not intended for wartime use. Generally, the item will replicate a specific service DODIC, in whole or in part, as to dimensions, weight, appearance, trajectory, range, noise, and signature effect.

Worldwide Ammunition Reporting System-New Technology (WARS-NT)

Monitors on-hand ammunition stocks. It provides a medium for forecasting inventory and requirements to the National Inventory Control Point from each ammunition supply point. (See AR 700-19)

FOR THE COMMANDER:

OFFICIAL:

ANTHONY R. JONES
Lieutenant General, U.S. Army
Deputy Commanding General/
Chief of Staff

/signed/
JANE F. MALISZEWSKI
Colonel, GS
Chief Information Officer

AMMUNITION MANAGEMENT CHECKLIST

(For use of this form, see TRADOC Reg 350-8; the proponent is DCSOPS&T)

Use this checklist to review ammunition management procedures at TRADOC activities.

ITEM	YES	NO	NA
1. Is a copy of AR 5-13 on hand? (TRADOC Reg 350-8, app A)			
2. Is a copy of TRADOC Reg 350-8 on hand?			
3. Does activity have a copy of current FY authorizations? (TRADOC Reg 350-8, para 1-4b(4))			
4. If using manual procedures, is the Training Ammunition Manager properly using DA Pam 710-2-1 ammunition management forms (DA Forms 5203, 5204, 5514-R, and 5515-R)? (TRADOC Reg 350-8, para 1-4b(7))			
5. Does activity have an Ammunition Management SOP? (TRADOC Reg 350-8, para 1-4b(7))			
6. Does the command's Training Ammunition Manager have a Memorandum of Agreement with the installation covering training ammunition management? (TRADOC Reg 350-8, para 1-4b(9))			
7. Are DA Forms 581 prepared IAW DA Pam 710-2-1? (DA Pam 710-2-1, figs 11-8 and 11-9)			
8. Does the activity ensure that units forecast ammunition 60 days in advance and within authorization? (TRADOC Reg 350-8, paras 2-4b and c)			
9. Does forecast report account for all current FY authorizations? (TRADOC Reg 350-8, para 2-4b)			
10. Are DA Forms 581 verified against previously forecasted quantities? (TRADOC Reg 350-8, para 2-4f)			
11. Does the training ammunition manager suspense each issue on a manual DA Form 581 before approving and forwarding to the ASP? (TRADOC Reg 350-8, para 3-3b)			
12. Is the unit training ammunition manager reconciling each issue IAW DA Pam 710-2-1? (TRADOC Reg 350-8, para 3-5e)			
13. Is activity complying with TRADOC RCS Reports: a. ATTG-13(RI), Training Expenditures Report, monthly? (TRADOC Reg 350-8, para 4-2a) b. ATTG-38, Training Ammunition Requirements Report? (TRADOC Reg 350-8, para 4-2b)			
14. Does activity have a copy of the TAMIS-R User's Manual on hand?			
15. Is authorization data processed IAW TAMIS-R User's Manual within 1 week of receipt? (TRADOC Reg 350-8, para B-4g)			
16. Are monthly usage reports provided to using units on a monthly basis? (TRADOC Reg 350-8, para B-5a)			
REMARKS: (as required)			