



Maintenance

**UNIT COMPLIANCE INSPECTION
CHECKLIST - NUCLEAR WEAPON
PROCEDURES**

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This publication implements AFD 21-2, *Non-nuclear and Nuclear Munitions*. This Inspection Checklist is developed to support AFI 90-201, *Inspector General Activities*, and the United States Air Forces in Europe Supplement 1, inspection programs. This checklist identifies compliance items that support guidance in the following: law, executive order, higher headquarters publications (Department of Defense (DoD), Joint chief of Staff (JCS), Air Force Instruction (AFI), Air Force Manual (AFMAN), Air Force Technical Order (AFTO), etc.) and USAFE publications. This checklist applies to active duty USAFE nuclear capable units and to all USAFE Logistics units and members as indicated in paragraph 2.. It does not apply to Air National Guard (ANG) and Air Force Reserve Command (AFRC) units. This checklist supports guidance in AFI 21-204, *Nuclear Weapons Procedures*, the associated USAFE supplement and USAFEI 33-201, *Operational Doctrine for Safeguarding and Control of Weapons Storage and Security System (WS3)* and some portions of ED 60-12, *Nuclear Surety Management for the Weapons Survivability and Security System*. Units can supplement this publication to add internal compliance items, ensure that all supplements created are in accordance with AFI 33-360 V1, *Air Force Content Management Program - Publications*. This checklist is for inspection use only. Send comments and suggested improvements to this publication on AF IMT 847, **Recommendation for Change of Publication**, to Directorate of Logistics (HQ USAFE/A4), Unit 3050 Box 105, APO AE 09094. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 37-123, *Management of Records* and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at: <https://webrims.amc.af.mil>

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1. General. The items listed do not constitute the order or limit the scope of the inspection or assessment. As a minimum, units should use USAFE inspection checklists in conjunction with the Unit Self Assessment. The objective is to identify deficiencies that have a negative impact on nuclear surety or degradation in capability and mission accomplishment.

1.1. Critical Compliance Guide Items (CCGI), Major Compliance Guide Items (MCGI), 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. Categorization is generalized and does not take into account all scenarios. Specific deficiencies may require categorization at higher or lower levels dependent on related circumstances.

1.1.1. CCGI. Items identified by HQ USAFE directorates and functional managers that are critical to the nuclear surety mission, where non-compliance could result in an unreliable nuclear weapon, unsafe environment, or insecure environment as defined in T.O. 11N-25-1, *Department of Defense Nuclear Weapon Technical Inspection System*. These requirements may be mandated by law, Executive Order, DoD Directive, AF Directives, publications, technical orders, and safety rules. These items are identified with bold all caps lettering.

1.1.2. MCGI. Items identified by HQ USAFE directorates and functional managers that are key result areas for mission accomplishment including, but not limited to, items where non-compliance could result in some negative impact on mission, but is not likely to result in an unsafe, unsecured, or unreliable nuclear weapon. These items could include, but are not limited to, serious injury, loss of life, excess cost, inaccurate reporting/accountability or litigation. These items are identified with bold upper/lower case lettering.

1.1.3. CGI. Items or areas identified that require special vigilance and are important to the overall performance of the unit. Non-compliance could result in a negative impact to maintenance management or noncompliance with established procedures. These items are identified with standard case.

2. Applicability. All items in this inspection checklist are assigned an applicability code designating to which type of unit the item applies. Applicability code 3 applies to Main US Operating Bases, applicability code 5 applies to Host Nation supported Munitions Support Squadrons.

2.1. IMTs/Forms Adopted: DD Form 1150, **Request for Issue or Turn-In**; DD Form 1348-1, **DoD Single Line Item Release/Receipt Document**; DD Form 1911, **Materiel Courier Receipt**; AF IMT 85A, **Inventory Count Card**; AF IMT 847, **Recommendation for Change of Publication**; AF IMT 1764, **Major Assembly/Component Status Change Report**; AF IMT 1996, **Adjusted Stock Level**; AF IMT 2435, **Load Training and Certification Document**; AFTO Form 22, **Technical Manual (TM) Change Recommendation and Reply**; DOE/NRC Form 741, **Nuclear Material Transfer Report**.

Table 1. Inspection Items for Nuclear Weapons Policy-General.

Item Number	Item	Reference	Applicability Code	Yes/No
1.	General			
1.1.	Has Group Commander designated individuals authorized to order parts and equipment according to T.O. 11N-100-1, <i>Supply Management of Nuclear Weapons Material</i> ?	AFI 21-204, Para 1.4.1.1.	3,5	
1.2.	Are personnel handling or performing maintenance on nuclear weapons limited to 12 continuous hours of duty, followed by appropriate rest period?	AFI 21-204, Para 1.4.1.2.	3,5	
1.3.	Has the Group Commander appointed the Munitions Accountable System Officer (MASO) in writing?	AFI 21-204, Para 1.4.1.3.	3,5	
1.4.	Has the Group Commander appointed the Semi-annual inventory verifying/audit officer (appointment on special order by an O-6 or higher)?	AFI 21-204, Para 1.4.1.4.	3,5	
1.5.	Has the Group Commander appointed personnel to receipt for classified Department of Energy (DOE) materials, is letter updated annually and no less than 30 days prior to expiration?	AFI 21-204, Para 1.4.1.5. and Para 9.5.2.	3,5	
1.6.	Does unit maintain 24 hour Point of Contact (POC), (such as Command Post (CP)) with capability to encrypt/decrypt, transmit and receive classified (Secret-Formerly Restricted Data (S-FRD)) Defense Message System (DMS) data at the Flash precedence?	AFI 21-204, Para 1.4.1.7.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
1.7.	DO INDIVIDUALS AND ORGANIZATIONS WHICH PHYSICALLY CONTROL, POSSESS, STORE, AND MAINTAIN NUCLEAR WEAPONS PROTECT AND ACCOUNT FOR THESE RESOURCES WHILE IN THEIR CUSTODY?	AFI 21-204, Para 1.4.2.1.; T.O.11N25-1, Para 3-2.3.c.(1)	3,5	
1.8.	Has the commander provided storage, security, control, and custodial responsibility for all nuclear weapon items?	AFI 21-204, Para 1.4.2.3.	3,5	
1.9.	Does unit ensure munitions control, weapons maintenance and munitions operation have access to Secure Internet Protocol Router Network (SIPRNET) and SIPR DMS with capability to encrypt/decrypt, transmit and receive classified (S-FRD) DMS data at the Flash precedence?	AFI 21-204, Para 1.4.2.5.	3,5	
1.10.	Has the Squadron Commander appointed the weapons custodian?	AFI 21-204, Para 1.4.2.7.	3,5	
1.11.	Has the Squadron Commander certified the Access Approval Authority List (AAAL) and Change Letters?	AFI 21-204 USAFE Sup 1, Para 1.4.2.10.	3,5	
1.12.	Has the unit published emergency action procedures covering weather, explosive incidents/accidents, increased security and contingency support?	AFI 21-204, Para 1.4.2.11.	3,5	
1.13.	Are all personnel receiving explosive and nuclear surety training as required?	AFI 21-204, Para 1.4.2.12.	3,5	
1.14.	Has commander established Hazardous Waste Program?	AFI 21-204, Para 1.4.2.13.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
1.15.	Are nuclear maintenance related checklists approved according to AFI 91-101, <i>Air Force Nuclear Weapons Surety Program</i>, prior to use?	AFI 21-204, Para 1.4.3.1.	3,5	
1.16.	Has supervision appointed qualified personnel as certifying officials?	AFI 21-204, Para 1.4.3.3.	3,5	
1.17.	Are appropriate personnel notified when the capability to meet mission or Maintenance Capability Letter (MCL) requirements are adversely affected?	AFI 21-204, Para 1.4.3.4.	3,5	
1.18.	Is Wing Safety notified of situations that may warrant submission of a Nuclear Weapons System Mishap/ Safety Deficiency Report?	AFI 21-204, Para 1.4.3.5.	3,5	
1.19.	IS EQUIPMENT / SOFTWARE USED TO SUPPORT NUCLEAR WEAPONS CERTIFIED AS REQUIRED?	AFI 21-204, Para 1.4.3.6.; T.O.11N25-1, Para 3-2.3.b.(5)	3,5	
1.20.	Has the unit designated an Office of Primary Responsibility (OPR) to maintain Weapons Storage Area Authorization List (WSAAL)/AAAL and change letters?	AFI 21-204, Para 1.4.3.7.	3,5	
1.21.	Does unit ensure that the convoy technical/safety advisor is a fully qualified Noncommissioned Officer (NCO)?	AFI 21-204, Para 1.4.3.8.	3,5	
1.22.	Does supervision make recommendations for nuclear weapon technicians to fill Quality Assurance (QA) positions?	AFI 21-204, Para 1.4.3.9.	3,5	
1.23.	Does capability exist to meet all MCL requirements?	AFI 21-204, Para 1.4.3.10.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
1.24.	Does maintenance supervision review all Category 1 discrepancies, major findings, Technical Data Violations (TDV), Unsatisfactory Condition Reports (UCR) and Detected Safety Violations (DSV)?	AFI 21-204, Para 1.4.3.11.	3,5	
1.25.	DOES SUPERVISION ENSURE COMPLIANCE WITH VISUAL INSPECTION REQUIREMENTS?	AFI 21-204, Para 1.4.3.12.; T.O.11N-25-1, Para 3-2.3.a.(2)	3,5	
1.26.	Are visual inspections performed on static grounds systems according to AFI 32-1065, <i>Grounding Systems</i> ?	AFI 21-204, Para 1.4.4.1.	3,5	
1.27.	Are Time Compliance Technical Order (TCTO) completions reported to Air Armament Center/ Nuclear Weapons Directorate (AAC/NWD)?	AFI 21-204, Para 1.4.4.2.	3,5	
1.28.	Does the Flight Commander ensure compliance with local MASO developed procedures for accountability and management of nuclear weapons?	AFI 21-204, Para 1.4.4.3.	3,5	
1.29.	Does the Flight Chief/CC evaluate AFTO Form 22, Technical Manual (TM) Change Recommendation and Reply for accuracy and applicability?	AFI 21-204, Para 1.4.4.4.	3,5	
1.30.	Are personnel transporting munitions maintaining radio contact with Munitions Control?	AFI 21-204, Para 1.4.4.5.	3,5	
1.31.	Is Core Automated Maintenance System (CAMS) used to manage all aspects of maintenance?	AFI 21-204, Para 1.4.4.6.	3,5	
1.32.	Are scheduled and unscheduled maintenance actions identified and completed?	AFI 21-204, Para 1.4.5.1.	3,5	
1.33.	Are schedules coordinated with Host and consolidated to reduce weapon exposure?	AFI 21-204 USAFE Sup 1, Para 1.4.5.1.1.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
1.34.	Are personnel designated to verify Urgency Need Designators?	AFI 21-204, Para 1.4.5.2.	3,5	
1.35.	Are oldest on-hand Limited Life Components (LLC) being installed first?	AFI 21-204, Para 1.4.5.3.	3,5	
1.36.	Are Technical Orders (T.O.) and checklists properly annotated with In-Process Inspection (IPI) points?	AFI 21-204, Para 1.4.5.4.	3,5	
1.37.	Are Aerospace Ground Equipment (AGE) requirements coordinated to ensure proper support without unnecessary duplication?	AFI 21-204, Para 1.4.5.5.	3,5	
1.38.	Are current publications available to meet work-center needs?	AFI 21-204, Para 1.4.5.6.	3,5	
1.39.	Are personnel using verbal demand-response techniques on all nuclear weapon maintenance and handling operations?	AFI 21-204, Para 1.4.5.7.	3,5	
1.40.	Does a Job Qualification Standards (JQS) qualified Team Chief (TC) or NCO notify Nuclear Ordnance Commodity Management (NOCM) of all required changes via Status Change Report (SCR) or build-up sheet?	AFI 21-204, Para 1.4.5.8.	Para 1.4.5.7.	
1.41.	ARE VISUAL INSPECTIONS BEING ACCOMPLISHED AS REQUIRED?	AFI 21-204, Para 1.4.5.9.; T.O.11N-25-1, Para 3-2.3.a.(2)	3,5	
1.42.	Are equipment levels maintained as required by allowance standards?	AFI 21-204, Para 1.4.5.10.	3,5	
1.43.	Are proper notifications made when support equipment status adversely impacts mission accomplishment?	AFI 21-204, Para 1.4.5.11.	3,5	
1.44.	Are personnel keeping munitions control informed of required equipment/personnel status?	AFI 21-204, Para 1.4.5.12.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
1.45.	Are weapon line numbers updated to Munitions Control as soon as possible?	AFI 21-204, Para 1.4.5.13.	3,5	
1.46.	Are lifting devices being inspected according to AFOSH Standard 91-46, <i>Materials Handling and Storage Equipment</i>?	AFI 21-204, Para 1.4.5.14.	3,5	
1.47.	Does section/element supervisor attend scheduling meetings?	AFI 21-204, Para 1.4.5.15.	3,5	
1.48.	Are 00-20 series T.O. procedures used to document equipment inspections?	AFI 21-204, Para 1.4.5.16.	3,5	
1.49.	ARE REPAIRS AND MODIFICATIONS TO WEAPONS AND WEAPONS EQUIPMENT ONLY MADE WHEN AUTHORIZED BY TECHNICAL DATA AND COORDINATED THROUGH APPROPRIATE CHANNELS?	AFI 21-204, Para 1.4.5.17.; T.O 11N-25-1, Para 3-2.3.b.(5).	3,5	
1.50.	Are proper notifications made of situations that may warrant submission of Nuclear Weapon System Mishap/ Safety Deficiency Report?	AFI 21-204, Para 1.4.5.18.	3,5	
1.51.	Are crew briefings given prior to the start of weapon operations?	AFI 21-204, Para 1.4.5.19.	3,5	
1.52.	Are personnel complying with Master Nuclear Certification List (MNCL) requirements?	AFI 21-204, Para 1.4.5.20.	3,5	
1.53.	Are personnel handling nuclear weapons current on explosive and nuclear surety training?	AFI 21-204, Para 1.4.5.29.	3,5	
1.54.	Are Weapon Information Reports submitted according to T.O. 11N-35-50, <i>Instructions for Completion of Nuclear Weapon Information Reports</i> ?	AFI 21-204, Para 1.4.5.30.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
1.55.	ARE NUCLEAR WEAPON VISUAL INSPECTIONS PROPERLY COMPLETED BY AUTHORIZED PERSONNEL?	AFI 21-204, Para 1.4.5.31.; T.O.11N-25-1, Para 3-2.3.a.(2)	3,5	
1.56.	Does MASO make recommendations to higher headquarters “through command channels”?	AFI 21-204, Para 1.4.6.1.	3,5	
1.57.	Does the MASO ensure review of all Weapon Status Reports (WSR) for accuracy and document quality control (QC) checks on file copy of reports?	AFI 21-204 USAFE Sup 1, Para 1.4.6.2.	3,5	
1.58.	Does MASO ensure DOE authorization letters are current?	AFI 21-204, Para 1.4.6.3.	3,5	
1.59.	Has MASO ensured personnel assigned to NOCM are knowledgeable on all facets of weapons accountability and have access to required publications?	AFI 21-204, Para 1.4.6.4.	3,5	
1.60.	Is MASO knowledgeable on all facets of weapons accountability and have access to required publications?	AFI 21-204, USAFE Sup 1, Para 1.4.6.4.	3,5	
1.61.	Has MASO developed a training plan to cover all aspects of the operation?	AFI 21-204, Para 1.4.6.5.	3,5	
1.62.	Does MASO review accountability and management of nuclear accounts semi-annually?	AFI 21-204, Para 1.4.6.6.	3,5	
1.63.	Has MASO developed “Commanders Account Responsibilities” briefing?	AFI 21-204, Para 1.4.6.7.	3,5	
1.64.	Is MASO ensuring stock levels are maintained according to command allocation document?	AFI 21-204, Para 1.4.6.8.	3,5	
1.65.	Does the unit have a classified and unclassified organizational e-mail account?	AFI 21-204, Para 1.4.6.9.	3,5	
1.66.	Are qualified personnel with appropriate skill-level assigned to NOCM?	AFI 21-204, Para 1.4.6.10.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
1.67.	Has MASO designated personnel authorized access to NOCM warehouse?	AFI 21-204, Para 1.4.6.11.	3,5	
1.68.	Has MASO developed a NOCM warehouse storage plan?	AFI 21-204, Para 1.4.6.12.	3,5	
1.69.	Are the following local procedures established?	AFI 21-204, Para 1.4.6.13.		
1.69.1.	Issuing and management of SCR control numbers.	AFI 21-204, Para 1.4.6.13.	3,5	
1.69.2.	Local inventory procedures.	AFI 21-204, Para 1.4.6.13.	3,5	
1.69.3.	Stockpile Emergency Verification procedures.	AFI 21-204, Para 1.4.6.13.	3,5	
1.69.3.1.	Has the MASO developed Stockpile Emergency Verification (SEV) and SEV test Emergency Action Checklists (EAC) for Munitions Control and affected agencies?	AFI 21-204 USAFE Sup 1, Para 1.4.6.13.3.	3,5	
1.69.3.2.	Do SEV procedures include written briefing for the verifying officer and identify the 24 hr SEV POC?	AFI 21-204 USAFE Sup 1, Para 1.4.6.13.3.	3,5	
1.69.3.3.	Does MASO ensure 24 hour NOCM coverage during SEVs (and SEV tests)?	AFI 21-204 USAFE Sup 1, Para 1.4.6.13.3.	3,5	
1.69.4.	Support requirements for Special Assignment Airlift Mission (SAAM) and DOE shipments. Include procedures for diverted SAAM.	AFI 21-204 USAFE Sup 1, Para 1.4.6.13.4.	3,5	
1.69.5.	NOCM support of base Safe Haven operating plan.	AFI 21-204, Para 1.4.6.13.	3,5	
1.69.6.	Account processing of issues, turn-ins receipts, shipments and adjustments.	AFI 21-204, Para 1.4.6.13.	3,5	
1.69.7.	Custody accounting procedures.	AFI 21-204, Para 1.4.6.13.	3,5	
1.69.8.	Location Inventory List management.	AFI 21-204, Para 1.4.6.13.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
1.69.9.	Accounting for and ensuring security of removable classified media.	AFI 21-204, Para 1.4.6.13.	3,5	
1.70.	Does MASO ensure timely and accurate submission of property transactions?	AFI 21-204, Para 1.4.6.15.	3,5	
1.71.	Does MASO inventory all property on record for assigned accounts?	AFI 21-204, Para 1.4.6.16.	3,5	
1.72.	Does MASO determine, justify and request adequate storage facilities to protect and secure government property on account?	AFI 21-204, Para 1.4.6.17.	3,5	
1.73.	Does MASO provide adequate safeguards for property in his/her custody?	AFI 21-204, Para 1.4.6.18.	3,5	
1.74.	Does MASO identify urgency and validity of requests for materiel, and promptly submit requests?	AFI 21-204, Para 1.4.6.19.	3,5	
1.75.	Does MASO identify and request disposition of unserviceable, repairable or excess property on account?	AFI 21-204, Para 1.4.6.20.	3,5	
1.76.	Does MASO personally conduct record and warehouse checks to determine accuracy/validity?	AFI 21-204, Para 1.4.6.21.	3,5	
1.77.	Does MASO provide effective management for commitment and obligation of public funds?	AFI 21-204, Para 1.4.6.22.	3,5	
1.78.	Does MASO coordinate Unit Spares Authorization List (USAL) and stock level reviews with the maintenance function?	AFI 21-204, Para 1.4.6.23.	3,5	
1.79.	Does MASO maintain asset balances within approved stock levels?	AFI 21-204, Para 1.4.6.24.	3,5	
1.80.	Does MASO provide management guidance and training to users and custodians?	AFI 21-204, Para 1.4.6.25.	3,5	
1.81.	Has MASO conducted self-inspection of the account within 45 days from the date of transfer?	AFI 21-204, Para 1.4.6.26.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
1.82.	Does MASO submit reports as outlined in CJCSM 3150.04, <i>Joint Reporting Structure; Nuclear Weapons Report</i>?	AFI 21-204, Para 1.4.6.27.	3,5	
1.83.	Does MASO accurately record, maintain and reconcile accountable records and inventories?	AFI 21-204, Para 1.4.6.28.	3,5	
1.84.	Does MASO promptly report losses, damage or irregularities to the appointing commander?	AFI 21-204, Para 1.4.6.29.	3,5	
1.85.	Does MASO ensure prompt inspections of incoming classified items and coordinate verification inspections with maintenance?	AFI 21-204, Para 1.4.6.30.	3,5	
1.86.	Does MASO maintain a master copy of the Location Inventory List (LIL)? Is the LIL used to reconcile the Defense Integration and Management of Nuclear Units (DIAMONDS) data base?	AFI 21-204, Para 1.4.6.31.	3,5	
1.87.	Are the following publications readily available and current?	AFI 21-204, Para 1.4.6.32.		
1.87.1.	C-1100-ML/IL (Communications Security Manager (CM)) Nuclear Ordnance Stock Listing.	AFI 21-204, Para 1.4.6.32.	3,5	
1.87.2.	T.O. 11N-20-11, <i>General Fire Fighting Guidance</i> .	AFI 21-204, Para 1.4.6.32.	3,5	
1.87.3.	T.O. 11N-100-1, <i>Supply Management of Nuclear Weapons Material</i> .	AFI 21-204, Para 1.4.6.32.	3,5	
1.87.4.	T.O. 11N-100-2, <i>Supply Management of Limited Life Components</i> .	AFI 21-204, Para 1.4.6.32.	3,5	
1.87.5.	T.O. 11N-100-4, <i>Custody, Accountability, and Control of Nuclear Weapons and Nuclear Material</i> .	AFI 21-204, Para 1.4.6.32.	3,5	
1.87.6.	T.O. 11N-45-51, <i>Transportation of Nuclear Weapons Material</i> (applicable supplements).	AFI 21-204, Para 1.4.6.32.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
1.87.7.	Approved Unit Spares Authorization Listing.	AFI 21-204, Para 1.4.6.32.	3,5	
1.87.8.	CJCSM 3150.04, <i>Joint Reporting Structure; Nuclear Weapon Reports.</i>	AFI 21-204, Para 1.4.6.32.	3,5	
1.87.9.	DTRA01-99-C-043, <i>SWIM End Users Manual</i> (if applicable).	AFI 21-204, Para 1.4.6.32.	3,5	
1.87.10.	AFJI 11-204, <i>Operational Procedures for Aircraft Carrying Hazardous Material.</i>	AFI 21-204, Para 1.4.6.32.	3,5	
1.87.11.	AFI 11-299, <i>Nuclear Airlift Operations.</i>	AFI 21-204, Para 1.4.6.32.	3,5	
1.88.	Has MASO designated in writing individuals authorized to sign all accountable documents, perform QC Checks and review documents on their behalf?	AFI 21-204 USAFE Sup 1, Para 1.4.6.33.	3,5	
1.89.	Is MASO designated as Weapons Custodian?	AFI 21-204 USAFE Sup 1, Para 1.4.7.	3,5	
1.90.	Does the Weapons Custodian authorize access to nuclear structures by signing the WSAAL/AAAL?	AFI 21-204, Para 1.4.7.1.	3,5	
1.91.	Does the Weapons Custodian maintain accountability and control of CJCSM 3150.04 reportable items?	AFI 21-204, Para 1.4.7.3. /4.	3,5	
1.92.	Does the Weapons Custodian accurately record property transaction and maintain current custody records for items on account?	AFI 21-204, Para 1.4.7.5.	3,5	
1.93.	Does the Weapons Custodian promptly report loss, damage, destruction or other irregularities to the appointing commander and MASO?	AFI 21-204, Para 1.4.7.6.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
1.94.	Does the Weapons Custodian ensure prompt inspections of incoming classified items and verification inspections of CJCSM 3150.04 reportable items?	AFI 21-204, Para 1.4.7.7.	3,5	
1.95.	Does the Weapons Custodian use approved work-orders to move weapons?	AFI 21-204, Para 1.4.7.8.	3,5	
1.96.	Does the Weapons Custodian establish local procedures to ensure protection and control of reportable items?	AFI 21-204, Para 1.4.7.9.	3,5	
1.97.	Does the Weapons Custodian maintain custodial records, accountable hand receipts or custody listings, configuration and status change data and active work-orders?	AFI 21-204, Para 1.4.7.10.	3,5	
1.98.	Does the Weapons Custodian verify accuracy of custodial records with those maintained by the MASO?	AFI 21-204, Para 1.4.7.11.	3,5	

Table 2. Inspection Items for Munitions Control.

Item Number	Item	Reference	Applicability Code	Yes/No
2.	Munitions Control			
2.1.	Are doors to Munitions Control locked to control access?	AFI 21-204, Para 2.2.1.	3,5	
2.2.	Does Munitions Control have standby power and emergency lighting?	AFI 21-204, Para 2.2.2.	3,5	
2.3.	Does Munitions Control have access to secure voice communications?	AFI 21-204, Para 2.2.2.2.	3,5	
2.4.	Does Munitions Control have direct phone lines to the following agencies? - Command Post - Fire Department - Security Forces Local Monitoring Facility/Remote Monitoring Facility (LMF/RMF) - Explosive Ordnance Disposal (EOD) (if assigned)	AFI 21-204, Para 2.2.2.3.	3,5	
2.5.	Is Munitions Control maintaining visual aids for the following?	AFI 21-204, Para 2.3.		
2.5.1.	Work-order status that contains location, crew size and operation.	AFI 21-204, Para 2.3.	3,5	
2.5.2.	TCTO Status.	AFI 21-204, Para 2.3.2.	3,5	
2.5.3.	Current copy of Master ID Listing.	AFI 21-204, Para 2.3.	3,5	
2.5.4.	Map(s) showing primary and alternate convoy routes and Protective Aircraft Shelter (PAS) Hot Cargo Pad locations.	AFI 21-204, Para 2.3.4.	3,5	
2.5.5.	Inventories of facilities; identifying number, type, quantity, status and serial numbers of assigned weapons stored.	AFI 21-204, Para 2.3.5.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
2.5.6.	Number and location of assigned LLCs, unassociated major sub-subassemblies (nose, Pre-flight etc.), Type 3 weapons, Joint Test Assemblies (JTA) and Compatibility Test Units (CTU).	AFI 21-204 USAFE Sup 1 Para 2.3.5.1.	3,5	
2.5.7.	Civil Engineer (CE) Ohm testing of Lightning Protection System (LPS) and static ground testing and work requests affecting function of maintenance and storage facilities. Munitions Support Squadron (MUNSS) maintain copy of Host Nation (HN) inspection/test results.	AFI 21-204 USAFE Sup 1, Para 2.3.6.1.	3,5	
2.6.	Is Munitions Control maintaining the following?			
2.6.1.	Current Access Approval Authority List and Applicable Entry Authorization Lists (EAL).	AFI 21-204, Para 2.3.7.1.	3,5	
2.6.2.	Nuclear Certified Equipment List.	AFI 21-204 USAFE Sup 1 Para 2.3.7.2.	3,5	
2.6.3.	Vehicle Status.	AFI 21-204, Para 2.3.7.3.	3,5	
2.6.4.	Personnel Status.	AFI 21-204, Para 2.3.7.4.	3,5	
2.6.5.	Nuclear generation or contingency status.	AFI 21-204, Para 2.3.7.5.	3,5	
2.6.6.	Record of semi-annual fire drill or evacuation exercises.	AFI 21-204, Para 2.3.7.6.	3,5	
2.6.7.	Location/status of LLCs and H1616 containers.	AFI 21-204, Para 2.3.7.7.	3,5	
2.6.8.	Copy of applicable war/contingency plans.	AFI 21-204, Para 2.3.7.9.	3,5	
2.6.9.	Status of all Mission Capable (MICAP) requisitions.	AFI 21-204, Para 2.3.7.10.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
2.6.10.	Status/location of all assigned nuclear weapons, unassociated major weapon components, training weapons, JTAs and special test units.	AFI 21-204, Para 2.3.7.11., Para 2.3.8.	3,5	
2.7.	Does Munitions Control notify (and document) Security Forces (SF) of weapons movements affecting status of facilities?	AFI 21-204, Para 2.4.1.	3,5	
2.8.	Does Munitions Control Notify (and document) Fire Department of weapon line number changes as they occur?	AFI 21-204, Para 2.4.2.	3,5	
2.9.	Has the unit developed EACs as appropriate for the tasks required?	AFI 21-204, Para 2.4.3.1.	3,5	
2.10.	Has the unit developed appropriate maintenance management processes?	AFI 21-204, Para 2.6.	3,5	
2.11.	Has the unit assigned local ID numbers?	AFI 21-204, Para 2.6.1.	3,5	
2.12.	Has the unit developed a process for establishing and tracking manual work-orders?	AFI 21-204, Para 2.6.2.	3,5	
2.13.	Is unit appropriately using/protecting fire fighting line numbers?	AFI 21-204, Para 2.6.3.	3,5	
2.14.	Is unit restricting (classified data) the input of War Reserve (WR) weapons data into Combat Ammunition System (CAS)/CAMS?	AFI 21-204 USAFE Sup 1 Para 2.6.2.1.	3,5	
2.15.	Is the unit properly managing Delayed Discrepancy List (DDL), Awaiting Maintenance (AWM), Awaiting Parts (AWP) and TCTO programs?	AFI 21-204, Para 2.6.4.	3,5	
2.16.	Does the unit establish maintenance forecasts and conduct weekly scheduling meetings?	AFI 21-204, Para 2.6.5.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
2.17.	Does unit provide Directorate of Logistics, Nuclear Weapons Maintenance Office (HQ USAFE/A4WN) with WSV monthly opening forecast?	AFI 21-204 USAFE Sup 1 Para 2.6.5.2.	3,5	

Table 3. Inspection Items for Quality Assurance and the Certification Program.

Item Number	Item	Reference	Applicability Code	Yes/No
3.	Quality Assurance and the Certification Program			
3.1.	Are certifying officials other than QA appointed by Munitions Supervision? Are all certifying officials 7 levels?	AFI 21-204, Para 3.1.1.	3,5	
3.2.	Is QA qualified to evaluate tasks he/she certifies personnel to perform?	AFI 21-204, Para 3.1.2.	3,5	
3.3.	Has QA received appropriate Evaluator Proficiency Evaluations (EPE)?	AFI 21-204, Para 3.1.3./4.	3,5	
3.4.	Are current EPEs for certifying officials on file with QA?	AFI 21-204, Para 3.1.4.1.	3,5	
3.5.	If certified, is QA certified by qualified individuals?	AFI 21-204, Para 3.1.5.	3,5	
3.6.	Is QA evaluating only while observing and not a part of the maintenance task?	AFI 21-204, Para 3.1.6.	3,5	
3.7.	Is entire task accomplished and evaluated during certification?	AFI 21-204, Para 3.1.7.	3,5	
3.8.	Are QA evaluations on certifiable tasks performed by 7 level JQS qualified evaluators?	AFI 21-204, Para 3.1.8.	3,5	
3.9.	Does QA attend scheduling meeting to determine inspection requirements?	AFI 21-204, Para 3.2.1.	3,5	
3.10.	Does QA identify deficiencies and recommend improvements?	AFI 21-204, Para 3.2.2.	3,5	
3.11.	Does QA monitor currency, accuracy and applicability of technical data?	AFI 21-204, Para 3.2.3.	3,5	
3.12.	Does QA comply with minimum sampling requirements?	AFI 21-204, Para 3.2.4.	3,5	
3.13.	Does QA perform inspections on 100% of equipment annually?	AFI 21-204, Para 3.3.1.	3,5	
3.14.	Does QA inspect all equipment included in unit plans?	AFI 21-204 USAFE Sup 1 Para 3.3.1.2.	3,5	
3.15.	Does QA inspect equipment/vehicle assigned to Nuclear Certified Equipment (NCE) primary usage list?	AFI 21-204 USAFE Sup 1 Para 3.3.1.4.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
3.16.	Does QA perform PEs on required operations?	AFI 21-204, Para 3.3.2.	3,5	
3.17.	Does QA verify technician qualifications for task evaluations?	AFI 21-204, Para 3.3.3.	3,5	
3.18.	Is QA properly briefing personnel prior to evaluation?	AFI 21-204, Para 3.3.3.	3,5	
3.19.	Is QA applying the proper Pass/Fail standards to nuclear weapon maintenance and handling tasks?	AFI 21-204, Para 3.3.3.	3,5	
3.20.	Is QA performing no-notice inspections/evaluations?	AFI 21-204, Para 3.3.3.3.	3,5	
3.21.	Are personnel task qualified prior to certification?	AFI 21-204, Para 3.4.1.	3,5	
3.22.	Are personnel certified on training weapons prior to working on WR weapons?	AFI 21-204, Para 3.4.1.	3,5	
3.23.	Have personnel received applicable safety training prior to certification?	AFI 21-204, Para 3.4.1.1.	3,5	
3.24.	Are personnel certified as Team Member (TM) or TC on nuclear weapon maintenance tasks?	AFI 21-204, Para 3.4.1.2.	3,5	
3.25.	Are personnel properly certified for transfer and transport tasks?	AFI 21-204, Para 3.4.1.3.	3,5	
3.26.	Are weapon maintenance tasks certified by type weapon and task performed?	AFI 21-204, Para 3.4.1.4.	3,5	
3.27.	Is weapon specific training documented for Permissive Action Link (PAL) Lock/Unlock teams?	AFI 21-204, Para 3.4.1.4.3.	3,5	
3.28.	Are failed initial certifications treated as training operations and not scored/ reported as normal evaluations?	AFI 21-204, Para 3.4.1.5.	3,5	
3.29.	Are certification and proficiency checks properly documented on AF IMT 2435, Load Training and Certification Document?	AFI 21-204, Para 3.4.2.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
3.30.	Are AF IMT 2435 entries free of alteration (except block 2)?	AFI 21-204, Para 3.4.2.1.	3,5	
3.31.	Are original and transcribed AF IMT 2435 entries signed by an authorized individual?	AFI 21-204, Para 3.4.2.2.	3,5	
3.32.	Are supervisors decertifying personnel when required?	AFI 21-204, Para 3.4.2.3.	3,5	
3.33.	Are handling certified personnel JQS qualified on each weapon type, trailer, lift vehicle and tow vehicle type used?	AFI 21-204, Para 3.5.5.	3,5	
3.34.	Are personnel certified as required on certifiable weapon maintenance tasks?	AFI 21-204, Para 3.5.1.	3,5	
3.35.	Are personnel certified as required on certifiable weapon handling tasks?	AFI 21-204, Para 3.5.5.	3,5	
3.36.	Are proficiency evaluations accomplished within required intervals?	AFI 21-204, Para 3.6.1.; USAFE MCL	3,5	
3.37.	Are proficiency checks observed by certifying officials, technically qualified supervisors or higher headquarters evaluators/inspectors?	AFI 21-204, Para 3.6.2.	3,5	
3.38.	Are proficiency evaluations conducted in positions certified (i.e. TC or TM)?	AFI 21-204, Para 3.6.4.	3,5	

Table 4. Inspection Items for Nuclear Weapons Maintenance and Handling Policy.

Item Number	Item	Reference	Applicability Code	Yes/No
4.	Nuclear Weapons Maintenance and Handling Policies			
4.1.	Are weapons kept in a fully assembled configuration when not in maintenance?	AFI 21-204, Para 4.1.1.	3,5	
4.2.	Are units seeking authorization from Munitions Maintenance Group/ Maintenance Group Commander (MMG/MXG CC) when storage outside of the WSV is necessary?	AFI 21-204 USAFE Sup 1 Para 4.1.1.2.	3,5	
4.3.	Are personnel trained and certified to levels required for mission accomplishment and MCL?	AFI 21-204, Para 4.1.3.	3,5	
4.4.	Are personnel trained and certified prior to performing WR operations?	AFI 21-204, Para 4.1.4.	3,5	
4.5.	Is a certified Team Chief directing every weapon maintenance task?	AFI 21-204, Para 4.1.5.	3,5	
4.6.	Are determinations to continue weapon operations when reject conditions are found, made at the appropriate level?	AFI 21-204, Para 4.1.6.	3,5	
4.7.	Are weapons returned to operational status as soon as possible following Unsatisfactory Report (UR) disposition?	AFI 21-204 USAFE Sup 1 Para 4.1.6.4.1.	3,5	
4.8.	Are training items and WR items separated?	AFI 21-204, Para 4.1.7.	3,5	
4.9.	Is there a physical separation between WR and training operations?	AFI 21-204, Para 4.1.8.	3,5	
4.10.	Are units restricting performance of WR and training operations in the same PAS?	AFI 21-204 USAFE Sup 1 Para 4.1.8.1.	3,5	
4.11.	Do crew briefings cover all required aspects of the operation?	AFI 21-204, Para 4.1.10.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
4.12.	ARE VISUAL INSPECTIONS BEING ACCOMPLISHED AS REQUIRED?	AFI 21-204, Para 4.1.11.; T.O.11N25-1, Para 3-2.3.a.(2)	3,5	
4.13.	If used, are IPIs properly performed, documented and managed?	AFI 21-204, Para 4.1.12.	3,5	
4.14.	Are checklist and tech order steps marked off when completed?	AFI 21-204, Para 4.1.13.	3,5	
4.15.	Is PAS secured from inside when performing weapon operations?	AFI 21-204, Para 4.1.14.	3,5	
4.16.	IS U.S. CUSTODY OF NUCLEAR WEAPONS MAINTAINED DURING ALL ASPECTS OF STORAGE, HANDLING AND LOGISTICS MOVEMENTS?	AFI 21-204, Para 4.1.16.; T.O.11N25-1, Para 3-2.3.b.(8)	3,5	
4.17.	Does supervision prohibit cannibalization or interchanging of weapon parts/components?	AFI 21-204, Para 4.1.17.	3,5	
4.18.	Are Type 3 A/B/C trainers used only for maintenance and EOD training?	AFI 21-204, Para 4.1.18.	3,5	
4.19.	Does unit ensure WR and training weapons are not stored in same WSV?	AFI 21-204 USAFE Sup 1 Para 4.1.18.1.	3,5	
4.20.	Are Type 3 trainers maintained to WR standards?	AFI 21-204, Para 4.1.19.	3,5	
4.21.	Does unit assign a fully qualified convoy technical and safety advisor for all movements outside of a restricted area?	AFI 21-204, Para 4.1.20.	3,5	
4.22.	Does wing commander or equivalent authorize weapon movements during hours of darkness or severe weather?	AFI 21-204, Para 4.1.20.	3,5	
4.23.	Are Type 3 trainers covered when moved outside?	AFI 21-204, Para 4.1.21.	3,5	
4.24.	Are WSV and Weapons Maintenance Trucks (WMT) equipped with thermometers to determine weapon stabilization requirements?	AFI 21-204, Para 4.1.22.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
4.25.	Does Supervision ensure use of unauthorized Locally Manufactured Equipment (LME) is prohibited?	AFI 21-204, Para 4.1.23.	3,5	
4.26.	Are proper demand response procedures used during nuclear weapon maintenance and handling tasks?	AFI 21-204, Para 4.1.24.	3,5	
4.27.	Are weapons maintenance and handling tasks performed only by personnel in authorized Air Force Specialty Code (AFSC)?	AFI 21-204, Para 4.1.25.	3,5	
4.28.	Does unit update WMT status on WR-Air Logistics Center (ALC) web page as changes occur or at least monthly?	AFI 21-204 USAFE Sup 1 Para 4.1.26.1.	3,5	
4.29.	Does unit restrict WMT usage to Weapons Storage and Security System (WS3) related operations?	AFI 21-204 USAFE Sup 1 Para 4.1.26.4.	3,5	
4.30.	Does unit perform and document prior to use inspections on WMTs prior to acceptance from contractor following repair or servicing?	AFI 21-204 USAFE Sup 1 Para 4.1.26.5.	3,5	
4.31.	Does unit update WS3 status on Cryptologic System Group (CPSG) web page as changes occur or at least monthly?	AFI 21-204 USAFE Sup 1, Para 4.1.27.1.	3,5	
4.32.	Does unit make reasonable attempt to consolidate maintenance to minimize WSV openings?	AFI 21-204 USAFE Sup 1, Para 4.1.27.2.	3,5	
4.33.	Does unit limit vault openings when primary system is inoperative?	AFI 21-204 USAFE Sup 1, Para 4.1.27.3.	3,5	
4.34.	Are WS3 spares maintained on Mission Support Kit (MSK)?	AFI 21-204 USAFE Sup 1, Para 4.1.27.4.	3,5	
4.35.	Has the commander designated MSK monitors?	AFI 21-204 USAFE Sup 1, Para 4.1.27.4.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
4.36.	Is MSK stored to prevent loss and unauthorized access?	AFI 21-204 USAFE Sup 1, Para 4.1.27.4.	3,5	
4.37.	Is MSK stocked at authorized levels?	AFI 21-204 USAFE Sup 1, Para 4.1.27.4.	3,5	
4.38.	Is MSK inventoried semi-annually?	AFI 21-204 USAFE Sup 1, Para 4.1.27.4.	3,5	
4.39.	Does MSK monitor reconcile R50 each month against previous list and minimum listing on HQ USAFE/A4WN web site?	AFI 21-204 USAFE Sup 1, Para 4.1.27.4.	3,5	
4.40.	Does unit notify HQ USAFE/A4WN and CPSG/ZIW when items on order exceed 30 days?	AFI 21-204 USAFE Sup 1, Para 4.1.27.4.	3,5	
4.41.	ARE WEAPONS REPORTED NON-OPERATIONAL ONLY RETURNED TO OPERATIONAL WHEN DIRECTED BY A UR?	AFI 21-204, Para 4.2.1.; T.O.11N25-1, Para 3-2.3.a.	3,5	
4.42.	Are weapon/equipment deficiency reports accomplished using correct process?	AFI 21-204, Para 4.2.2.	3,5	
4.43.	Has the unit established appropriate waste streams for maintenance residue?	AFI 21-204, Para 4.3.	3,5	

Table 5. Inspection Items for Weapons Components and Spares Storage.

Item Number	Item	Reference	Applicability Code	Yes/No
5.	Weapon, Components and Spares Storage			
5.1.	ARE NUCLEAR WEAPONS STORED IN APPROVED STRUCTURES AND CONFIGURATIONS?	AFI 21-204, Para 5.1.2.; T.O.11N25-1, Para 3-2.3.b.(8)	3,5	
5.2.	Are non-operational weapons identified to prevent inadvertent operational use?	AFI 21-204, Para 5.1.2.	3,5	
5.3.	Does unit establish AWMs against weapons requiring placard changes when WSV access is not practical?	AFI 21-204 USAFE Sup 1, Para 5.1.2.1.	3,5	
5.4.	Are limited life components properly stored in approved containers with appropriate security?	AFI 21-204, Para 5.2.	3,5	
5.5.	Are NOCM spares stored in a secure location or issued to maintenance?	AFI 21-204, Para 5.3.	3,5	
5.6.	Are personnel authorized to access NOCM warehouse in writing?	AFI 21-204, Para 5.3.1.1.	3,5	
5.7.	Is storage plan developed for NOCM warehouse?	AFI 21-204, Para 5.3.1.2.	3,5	
5.8.	Are Base Spares separated from military spares and appropriately marked?	AFI 21-204, Para 5.3.1.3.	3,5	
5.9.	Are condition tags marked designating Base Spare (BS) or Military spare (MS) and with any applicable precautions?	AFI 21-204, Para 5.3.1.4.	3,5	
5.10.	Are condition tags used to identify stored property? Are National Stock Numbers (NSN) excluded for base spare items?	AFI 21-204 USAFE Sup 1, Para 5.3.1.4.	3,5	
5.11.	Are group X kits and shelf life items issued oldest first?	AFI 21-204, Para 5.3.1.5.	3,5	
5.12.	Are non-repairable USAL items issued to maintenance properly stored and managed?	AFI 21-204, Para 5.3.2.	3,5	

Item Number	Item	Reference	Applica- bility Code	Yes/ No
5.13.	Are Custody Issue items stored or accounted for to preclude loss or damage?	AFI 21-204, Para 5.3.3.	3,5	

Table 6. Inspection Items for Code Module Management/Control.

Item Number	Item	Reference	Applicability Code	Yes/No
6.	Module Program Control (AFI 21-204 transfers WS3 Code Module Management requirements to USAFEI 33-201)			
6.1.	Are all individuals granted unescorted access to WS3 keyed/coded materials or performing controlled procedures US citizens certified through Personnel Reliability Program (PRP) and do they possess a final security clearance equivalent or higher than the material being accessed?	USAFEI 33-201, Para 4.1.	3,5	
6.2.	Are the numbers of personnel authorized access to WS3 materials limited to the extent possible consistent with mission requirements?	USAFEI 33-201, Para 4.1.1.	3,5	
6.3.	Are all WS3 keyed/coded materials controlled in such a manner to prevent access by a lone individual to both A and B halves of modules or code cards?	USAFEI 33-201, Para 5.2.	3,5	
6.4.	Are unlock codes loaded under the two-person concept and in a manner to limit viewing of the operation to greatest extent possible?	USAFEI 33-201, Para 5.4.	3,5	
6.5.	Are erased unlock modules and code transfer units controlled in a manner to prevent theft, misuse, sabotage and tampering?	USAFEI 33-201, Para 5.5.	3,5	
6.6.	Are Universal Release Codes (URC) only issued in response to actual authorized contingency operations?	USAFEI 33-201, Para 5.8.	3,5	
6.7.	Are modules from the primary and back-up sets of the effective edition stored in separate facilities?	USAFEI 33-201, Para 5.10.1.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
6.8.	Are URC cards stored within the command post and either LMF or RMF and are these facilities equipped with duress alarms and manned continuously by appropriate personnel?	USAFEI 33-201, Para 5.10.3.	3,5	
6.9.	Is newly received material processed by an authorized two-person team in accordance with AFKAG-1, <i>Air Force Communications Security (COMSEC) Operations</i> and AFKAG-2, <i>Air Force COMSEC Accounting Material</i> ?	USAFEI 33-201, Para 7.1.	3,5	
6.10.	When issuing new materials, are authorized two-person teams employed by both the CM and WS3 User Agency (UA)?	USAFEI 33-201, Para 8.2.	3,5	
6.11.	Are URCs only issued in response to actual authorized contingency operations?	USAFEI 33-201, Para 5.8.	3,5	
6.12.	Are modules from the primary and back-up sets of the effective edition stored in separate facilities?	USAFEI 33-201, Para 5.10.1.	3,5	
6.13.	Is the annual re-key/recoding operation completed prior to the expiration of the anniversary month of the previous year's operation?	USAFEI 33-201, Para 9.1.	3,5	
6.14.	Is WS3 keyed/coded material held by the UA inventoried at the end of every day that the safe is opened, as a minimum once a month?	USAFEI 33-201, Para 12.3.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
6.15.	<p>Are all personnel designated to issue/receive modules and URCs designated in writing by the WS3 UA Commander? (Para. 13.1.) Are these personnel:</p> <p>a. Designated as either being assigned to the “A” or “B” team?</p> <p>b. Have A or B team members ever been assigned to the other team while at this station?</p> <p>c. Designated to issue and /or receive modules and code cards?</p> <p>d. In compliance with access requirements?</p> <p>e. Designated to escort visitors viewing WS3 materials?</p> <p>f. Kept to the absolute minimum number required to meet mission requirements?</p>	USAFEI 33-201, Para 13.1.	3,5	
6.16.	Are URCs only issued for authorized reasons as outlined in ACO 80-6, <i>Nuclear Surety Management for the WS3</i> , ED 60-12? Are the issue procedures specified in local Emergency Action Plans and checklists?	USAFEI 33-201, Para 13.5.	3,5	
6.17.	Are Communications Security (COMSEC) materials and controlled components only stored in properly configured General Service Administration (GSA) approved containers?	USAFEI 33-201, Para 19.1.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
6.18.	Are modules and code cards inspected for damage, sabotage and tampering upon receipt, prior to/ following use and as part of the monthly inventory?	USAFEI 33-201, Para 21.1.	3,5	
6.19.	Are random inspections periodically conducted for signs of possible damage or tampering?	USAFEI 33-201, Para 21.2.	3,5	
6.20.	Are all malfunctions and deficiencies outside of normal failure mode reported via Dull Sword?	USAFEI 33-201, Para 21.3.	3,5	
6.21.	Does the COMSEC Responsible Officer (CRO) ensure all individuals are properly trained prior to being granted access?	USAFEI 33-201, Para 22.3.	3,5	
6.22.	Are personnel who are authorized access to WS3 COMSEC familiar with all required procedures and restrictions?	USAFEI 33-201, Para 22.5.	3,5	
6.23.	Has unit appointed code module custodian?	ED 60-12, Para 4-7.	3,5	
6.24.	Does unit maintain proper control of code modules?	ED 60-12, Para 4-7.	3,5	
6.25.	Are code module sets signed out using key and lock control register?	ED 60-12, Para 4-7.	3,5	
6.26.	Are modules inventoried monthly?	ED 60-12, Para 4-7.	3,5	
6.27.	Are spare modules restricted from unauthorized use/access?	ED 60-12, Para 4-7.	3,5	
6.28.	Are code modules controlled so that no one individual has access to both sides of code?	ED 60-12, Para 4-7.	3,5	

Table 7. Inspection Items for Access Approval /Access Authorization Control.

Item Number	Item	Reference	Applicability Code	Yes/No
7.	Access Approval/ Access Authority Listing (Also see management requirements per ED 60-12.)			
7.1.	Does Sole Vouching Authority (SVA) verify individuals need to enter a No-Lone Zone/Exclusion Area?	AFI 21-204, Para 7.1.3.	3,5	
7.2.	Is one SVA assigned to each occupied No-Lone Zone/Exclusion Area?	AFI 21-204, Para 7.1.3.	3,5	
7.3.	Are SVA procedures identified in ED 60-12 being satisfied?	ED 60-12. Para 5.22.c.	3,5	
7.4.	Does the Weapons Custodian approve access to weapons by signing the access list?	AFI 21-204, Para 7.1.3.	3,5	
7.5.	Does the AAAL identify minimum requirements?	AFI 21-204, Para 7.2.2.	3,5	
7.6.	Does the AAAL include minimum required personnel information?	AFI 21-204, Para 7.2.3.	3,5	
7.7.	Are AAAL pen and ink changes prohibited without authenticated change letters?	AFI 21-204, Para 7.2.6.	3,5	
7.8.	Are AAALs properly signed and authenticated?	AFI 21-204, Para 7.2.8.	3,5	
7.9.	Are AAAL change letters properly managed?	AFI 21-204, Para 7.2.11.	3,5	
7.10.	Does the unit commander review and certify the AAAL?	AFI 21-204, Para 7.3.1.	3,5	
7.11.	Do personnel on AAAL have appropriate security clearances?	AFI 21-204, Para 7.3.1.	3,5	
7.12.	Do personnel on AAAL have appropriate PRP certifications?	AFI 21-204, Para 7.3.1.	3,5	
7.13.	Has unit designated an AAAL OPR to maintain, review and distribute AAALs and Change Letters?	AFI 21-204, Para 7.3.2.	3,5	
7.14.	Are deletion letters signed by Maintenance Operations Officer (MOO)/Supt?	AFI 21-204, Para 7.3.2.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
7.15.	Does SF function authenticate AAALs?	AFI 21-204, Para 7.3.4.	3,5	
7.16.	Does AAAL OPR consolidate change letter for new AAAL?	AFI 21-204, Para 7.3.5.	3,5	
7.17.	Do section/elements review new AAAL prior to authentication?	AFI 21-204, Para 7.3.5.	3,5	
7.18.	Is AAAL hand-carried through it's review, authorization, certification and authentication process?	AFI 21-204, Para 7.3.5.	3,5	
7.19.	Is AAAL immediately distributed to required activities?	AFI 21-204, Para 7.3.5.	3,5	
7.20.	Do work-centers review AAALs for correctness and provide required updates?	AFI 21-204, Para 7.3.6.	3,5	
7.21.	Has maintenance commander or US Custodian provided Chief of SF with Access Approval or Access Authority List for WSVs?	ED 60-12, Para 5-23.	3,5	
7.22.	Does Access Approval List designate personnel who notify Monitoring Facility Operator of authorized vault openings?	ED 60-12, Para 5-23.	3,5	
7.23.	Does the Access Authority list designate personnel authorized to unlock and lock WSVs?	ED 60-12, Para 5-23.	3,5	
7.24.	Has the Chief of SF or designated representative authenticated the access lists?	ED 60-12, Para 5-23.	3,5	
7.25.	Do access lists contain name, rank and last 6 of Social Security Number (SSN)?	ED 60-12, Para 5-23.	3,5	

Table 8. Inspection Items for General Accounting Principles for NOCM Accounts.

Item Number	Item	Reference	Applicability Code	Yes/No
8.	General Accounting Principle for NOCM Accounts			
8.1.	Are personnel that maintain and update accountable records on behalf of the accountable officer, assigned to and under the control of that officer?	AFI 21-204, Para 8.3.	3,5	
8.2.	Does each accountable document have an assigned control number?	AFI 21-204, Para 8.4.2.	3,5	
8.3.	Are documents numbered consecutively using document control registers or control logs?	AFI 21-204, Para 8.4.2.	3,5	
8.4.	Are signatures on controlled document original, in ink and from authorized persons?	AFI 21-204, Para 8.4.3.	3,5	
8.5.	Are account document control files properly managed?	AFI 21-204, Para 8.4.4.	3,5	
8.6.	Are document control numbers properly assigned?	AFI 21-204, Para 8.4.5.	3,5	
8.7.	Are stock change vouchers for part number changes posted to both old and new stock records?	AFI 21-204, Para 8.4.5.2.	3,5	
8.8.	Do Stock Change Vouchers, used for removal or installation of components, use a single document number for all transactions posted to that p/n during the same Special Weapons Information Management (SWIM)/DIAMONDS session?	AFI 21-204, Para 8.4.5.3.	3,5	
8.9.	Are consumables dropped from accountable records when issued?	AFI 21-204, Para 8.5.	3,5	
8.10.	Has commander designated a custodian and at least one alternate for custody issued items?	AFI 21-204, Para 8.5. and Para 9.5.4.1.	3,5	
8.11.	Are custody issued items posted to stock records as "in-use items"?	AFI 21-204, Para 8.5.	3,5	
8.12.	Does the custodian have a record of items in his/her custody?	AFI 21-204, Para 8.5.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
8.13.	Does custodian appointment letter also designate personnel authorized to order and receive items?	AFI 21-204 USAFE Sup 1, Para 8.5.1.	3,5	
8.14.	Does custodian perform semi-annual inventory and forward signed copy to the MASO?	AFI 21-204 USAFE Sup 1, Para 8.5.2.	3,5	
8.15.	Are Data Control Units (DCU) accounted for using the SWIM/DIAMONDS spares module?	AFI 21-204 USAFE Sup 1, Para 8.5.3.	5	
8.16.	Do units maintaining DCUs establish quantities via AF IMT 1996, Adjusted Stock Level and update as required?	AFI 21-204 USAFE Sup 1, Para 8.5.3.1.	5	
8.17.	Has commander established custody accounts for DCUs and appointed primary and alternate custodians?	AFI 21-204 USAFE Sup 1, Para 8.5.3.2.	5	
8.18.	Are custodians performing DCU semi-annual inventories?	AFI 21-204 USAFE Sup 1, Para 8.5.3.3.	5	
8.19.	Are DCU custodians maintaining account authorization and appointment letter, DCU location by serial number, most current semi-annual inventories and issue/turn-in documents?	AFI 21-204 USAFE Sup 1, Para 8.5.3.4.	5	
8.20.	Are 100% inventories completed upon change of primary custodians?	AFI 21-204 USAFE Sup 1, Para 8.5.3.5.	3,5	
8.21.	Are stock records with current balances maintained in active files?	AFI 21-204, Para 8.6.	3,5	
8.22.	Are stock records with zero balance, but showing historical transactions/balances maintained in inactive files?	AFI 21-204, Para 8.6.	3,5	
8.23.	Are all transactions posted to a stock record supported by an original (or certified copy) document?	AFI 21-204, Para 8.6.	3,5	

Table 9. Inspection Items for Accounting, Administration and Management of NOCM Accounts.

Item Number	Item	Reference	Applica- bility Code	Yes/ No
9.	Accounting, Administration and Management of NOCM Accounts			
9.1.	Are all recipients, accountable officers, and custodians of nuclear weapons and components U.S. citizens (except Host Nation pilots when authorized)?	AFI 21-204, Para 9.2.	3,5	
9.2.	Are Air Force owned equipment items, Service Spares, Commercial Designed Military Spares accounted for using Standard Base Supply System (SBSS) and Air Force Equipment Management System (AFEMS)?	AFI 21-204, Para 9.3.1. /5./ 6.	3,5	
9.3.	Does the MASO account for DOE owned Support Equipment (SE), Base Spares and Special Design Military Spares in SWIM/DIAMONDS?	AFI 21-204, Para 9.3.2. /4.	3,5	
9.4.	Are weapons, major assemblies and weapon components accounted for using SWIM/DIAMONDS?	AFI 21-204, Para 9.3.3.	3,5	
9.5.	Are accountable records maintained according to AFI 21-204, Table A2.2.?	AFI 21-204, Para 9.4.	3,5	
9.6.	Is the MASO a 21M Officer, with appropriate security clearance, PRP certified, and a U.S. Citizen?	AFI 21-204, Para 9.5.1.	3,5	
9.7.	Has the MASO completed Nuclear Maintenance Officer's Course (NMOC) or have 18 months experience in weapon storage and maintenance or NOCM accountability?	AFI 21-204, Para 9.5.1.	3,5	
9.8.	Has the Group Commander certified personnel to receipt for classified items involving Restricted Data?	AFI 21-204, Para 9.5.2.	3,5	
9.9.	Does the MASO send appropriate certification letter data to the courier with set-up message acknowledgement?	AFI 21-204, Para 9.5.2.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
9.10.	Are personnel who sign for WR weapons certified under PRP?	AFI 21-204, Para 9.5.2.1.	3,5	
9.11.	Has the Squadron Commander appointed a qualified individual as Weapons Custodian?	AFI 21-204, Para 9.5.3.	3,5	
9.12.	If MASO is also appointed as weapons custodian, is this designation made by the MASO appointing authority?	AFI 21-204, Para 9.5.3.3.	3,5	
9.13.	Have Squadron commanders of individuals authorized to receive NOCM items/parts or outbound shipments submitted the authorization letter to the MASO?	AFI 21-204, Para 9.5.4.	3,5	
9.14.	Has MASO appointed primary and alternate NOCM monitors?	AFI 21-204, Para 9.5.5.1.	3,5	
9.15.	Is primary NOCM monitor a 2W271?	AFI 21-204, Para 9.5.5.1.1.	3,5	
9.16.	Has the MASO appointed individuals authorized access to Document Control Files?	AFI 21-204, Para 9.5.5.2.	3,5	
9.17.	Has the MASO appointed Primary and Alternate TCTO monitors?	AFI 21-204, Para 9.5.5.3.	3,5	
9.18.	Has the MASO appointed Primary and Alternate repairable item monitors?	AFI 21-204, Para 9.5.5.4.	3,5	
9.19.	Has the MASO appointed individuals authorized to receive classified items from Traffic Management Office (TMO)?	AFI 21-204, Para 9.5.5.5.	3,5	
9.20.	Are document registers maintained separately for on-base and off-base transactions?	AFI 21-204, Para 9.9.1.	3,5	
9.21.	Are base document numbers formatted sequentially by fiscal year?	AFI 21-204, Para 9.9.1.	3,5	
9.22.	Are off-base document numbers assigned using the Stock Record Account Number (SRAN), Julian date and the sequential number for that day?	AFI 21-204, Para 9.9.1.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
9.23.	Are appropriate document numbers being placed on the face of the document, and being cross referenced with the shippers document number?	AFI 21-204, Para 9.9.2.	3,5	
9.24.	Are file copies of courier receipts for classified shipments placed in a permanent document file?	AFI 21-204, Para 9.9.3.1.	3,5	
9.25.	Are documents properly classified?	AFI 21-204, Para 9.9.3.2.	3,5	
9.26.	Is unit maintaining the proper level of bolsters to meet all mission requirements?	AFI 21-204 USAFE Sup 1, Para 9.10.2.	3,5	
9.27.	Are stocked Military Spares approved by NWD through the major command (MAJCOM)?	AFI 21-204, Para 9.10.3.	3,5	
9.28.	Are proper USAL levels maintained?	AFI 21-204, Para 9.10.4.	3,5	
9.29.	Is proper disposition requested for excess spares, are follow-ups sent as needed?	AFI 21-204, Para 9.10.4. and 9.11.	3,5	
9.30.	Are recapitulations of USAL requests sent to MAJCOM not later than 1 April each year?	AFI 21-204, Para 9.10.4.1.	3,5	
9.31.	Are the senior 2W2 assigned to maintenance and MASO conducting a joint review of USAL prior to submitting to MAJCOM?	AFI 21-204, Para 9.10.4.	3,5	
9.32.	Are appropriate follow-ups conducted on backorder items?	AFI 21-204, Para 9.12.2.3.	3,5	
9.33.	Are type trainers accounted for using SBSS Flight Examiner (FE) Custodian Authorization /Custody Receipt Listing (CA/CRL)?	AFI 21-204, Para 9.13.	3,5	
9.34.	Are receipt inspections accomplished on all weapons, test items and components?	AFI 21-204, Para 9.13.1.1.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
9.35.	Does NOCM Section maintain H1616 Container expiration dates?	AFI 21-204 USAFE Sup 1,, Para 9.13.1.2.	3,5	
9.36.	Are items containing DOE Source and Special nuclear material processed according to T.O. 11N-100-2 and 4 and DOE/NRC Form 741 Nuclear Material Transfer Report?	AFI 21-204, Para 9.13.2.1.	3,5	
9.37.	Are the proper H-gear postings made in the SWIM/DIAMONDS data base?	AFI 21-204, Para 9.13.3.4.	3,5	
9.38.	Is DD Form 1348-1, DoD Single Line Item Release/Receipt Document used for each unassociated part numbered item in each shipment?	AFI 21-204, Para 9.14.2.	3,5	
9.39.	Are DD Forms 1348 placed in a sealed, non-transparent envelope with Transportation Control Number (TCN) marking on the front? Are copies retained for classified items, pending return from consignee?	AFI 21-204 USAFE Sup 1, Para 9.14.2.	3,5	
9.40.	When shipping Major assemblies, components and test items, are SWIM/DIAMONDS item data reports included in shipment documentation?	AFI 21-204, Para 9.14.2.1.2.	3,5	
9.41.	Are all “sign and return” copies of DD Form 1348 returned to previous shipping location?	AFI 21-204 USAFE Sup 1, Para 9.14.2.5.	3,5	
9.42.	Are DD Forms 1348 marked “MS” or “BS” to identify items being shipped?	AFI 21-204 USAFE Sup 1, Para 9.14.2.6.	3,5	
9.43.	Is LLC shipping documentation place in #1 of ## container?	AFI 21-204 USAFE Sup 1, Para 9.14.2.7.	3,5	
9.44.	When items are shipped through TMO, do TMO personnel sign the received by block and return documents to NOCM?	AFI 21-204, Para 9.14.3.1.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
9.45.	For items shipped via Air Mobility Command (AMC) SAAM, does the courier sign the DD Form 1911, Materiel Courier Receipt, and is it placed in a suspense file along with DD Form 1348?	AFI 21-204, Para 9.14.3.2.	3,5	
9.46.	Are completed shipping documents filed in Document Control?	AFI 21-204, Para 9.14.3.2.	3,5	
9.47.	Does the designated custodian or alternate sign for issue/turn-in of bolster/containers?	AFI 21-204, Para 9.15.1.4.	3,5	
9.48.	Are group X kits consumption issued to maintenance on a one-for-one basis?	AFI 21-204, Para 9.15.1.3.	3,5	
9.49.	Are DOE Spares Repair List (DSRL) Items properly issued and turned in?	AFI 21-204, Para 9.15.1.	3,5	
9.50.	Are separate documents used for each part numbered item turn-in/issue?	AFI 21-204, Para 9.15.2.	3,5	
9.51.	Does NOCM provide necessary assistance to customers when ordering or turning in spares?	AFI 21-204 USAFE Sup 1, Para 9.15.2.	3,5	
9.52.	Are separate documents prepared to document custody of containers and bolsters associated to end items?	AFI 21-204, Para 9.15.2.	3,5	
9.53.	Are expenditure turn-ins prepared for test items expended during flight tests?	AFI 21-204, Para 9.15.2.3.	3,5	
9.54.	Are certification of expenditure statements included in remarks?	AFI 21-204, Para 9.15.2.3.	3,5	
9.55.	Does the weapon custodian certify the expenditure by signing the statement?	AFI 21-204, Para 9.15.2.3.2.	3,5	
9.56.	Are DD Forms 1150, Request for Issue or Turn-In filled out properly?	AFI 21-204 USAFE Sup 1, Para 9.15.2.4.	3,5	
9.57.	Are issue/turn-in and expenditures posted on correct dates?	AFI 21-204, Para 9.15.3.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
9.58.	Are sub-accounts established in SWIM/DIAMONDS for each work-center having a custodian?	AFI 21-204, Para 9.16.2.	3,5	
9.59.	Are account custodians and MASO maintaining duplicate account records?	AFI 21-204, Para 9.16.3.	3,5	
9.60.	Are TCTO kits issued as either consumption or custody on a weekly basis as required?	AFI 21-204, Para 9.17.1.	3,5	
9.61.	Are stock change vouchers properly prepared and document numbers assigned?	AFI 21-204, Para 9.18.	3,5	
9.62.	Are CJCSM 3150.04 reportable items inventoried semi-annually?	AFI 21-204, Para 9.19.1.	3,5	
9.63.	Are spares, WR containers/bolsters and DOE owned equipment inventoried in conjunction with the Semiannual Inventory Report (SIR)?	AFI 21-204, Para 9.19.1.	3,5	
9.64.	Is a 100 percent inventory conducted by gaining and losing MASO during change of MASO?	AFI 21-204, Para 9.19.1.3.	3,5	
9.65.	When MASO change is conducted with SIR, does unit assign a third party as the verifying and audit officer?	AFI 21-204 USAFE Sup 1, Para 9.19.1.3.	3,5	
9.66.	Has MASO provided a written briefing for the verifying officer? Have both signed and dated the letter?	AFI 21-204 USAFE Sup 1, Para 9.19.1.3.	3,5	
9.67.	Does weapon custodian perform 100% inventory when assigned to an account?	AFI 21-204, Para 9.19.1.	3,5	
9.68.	Does repairable item custodian perform 100% inventory when assigned to an account?	AFI 21-204, Para 9.19.1.	3,5	
9.69.	Do NOCM monitors perform 10% monthly spot inspections of accounts?	AFI 21-204, Para 9.19.1.5.	3,5	
9.70.	Is the verifying officer for the SIR appointed by special order from an O-6 or higher?	AFI 21-204, Para 9.19.2.1.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
9.71.	Is the verifying officer a disinterested party assigned to a different unit who was not involved in the last two SIRs?	AFI 21-204, Para 9.19.2.1.	3,5	
9.72.	Does weapon custodian ensure weapon saddlebag inventory is performed and sent to MASO within 5 days and is maintained until next SIR certification?	AFI 21-204, Para 9.19.2.2.	3,5	
9.73.	Does the SIR include a visual inventory of all CJCSM 3150.04 reportable items by serial number?	AFI 21-204, Para 9.19.2.3.	3,5	
9.74.	Are SIR inventories verified as required against: blind inventory worksheets, inventory count cards, SIR message, LIL, balance on stock records and weapon custody listing (if required)?	AFI 21-204, Para 9.19.2.4.	3,5	
9.75.	Are SIRs conducted as of the last day of the inventory month?	AFI 21-204, Para 9.19.2.5.	3,5	
9.76.	Do both the inventory and verifying officers sign the SIR message prior to transmission?	AFI 21-204, Para 9.19.2.6.	3,5	
9.77.	Does unit maintain last two SIR packages?	AFI 21-204 USAFE Sup 1, Para 9.19.2.7.	3,5	
9.78.	Are non CJCSM 3150.04 reportable items inventoried, inspected and reported as required?	AFI 21-204 USAFE Sup 1, Para 9.19.2.8.	3,5	
9.79.	Does custodian validate custody accounts by signing SWIM/ DIAMONDS generated Custody List?	AFI 21-204, Para 9.19.2.9.	3,5	
9.80.	Does the losing and gaining MASO conduct a joint inventory for change of MASO?	AFI 21-204, Para 9.19.3.	3,5	
9.81.	Is Certificate of Transfer of Accountability completed with appropriate document numbers cited?	AFI 21-204, Para 9.19.3.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
9.82.	Are containerized weapons opened for inventory if identified for SEV?	AFI 21-204, Para 9.19.4.1.	3,5	
9.83.	Has unit maintained the most current SEV package on file to use as a training reference?	AFI 21-204 USAFE Sup 1, Para 9.19.4.1.	3,5	
9.84.	Are monthly spot check inventories being conducted on 10% of part numbers with current warehouse balances?	AFI 21-204, Para 9.19.5.	3,5	
9.85.	Are trainers containing DOE Source and Special Nuclear Material being inventoried during the SIR?	AFI 21-204, Para 9.19.6.	3,5	
9.86.	Are inventory count cards established for all reportable items and each part numbered item on account?	AFI 21-204, Para 9.19.6.1.2.	3,5	
9.87.	Are custody validation lists used for inventory of items issued on custody accounts of Repairable Item Custodians?	AFI 21-204, Para 9.19.6.1.2.	3,5	
9.88.	Are inventory count cards properly annotated and appropriately classified?	AFI 21-204, Para 9.19.6.1.2.	3,5	
9.89.	Are required inventory documents maintained per Table 9.5.?	AFI 21-204, Para 9.19.6.1.3.	3,5	
9.90.	Are inventory adjustment documents properly supported?	AFI 21-204, Para 9.20.	3,5	
9.91.	Does the MASO certify and the MXG or equivalent, approve all adjustments requiring a report of survey for relief of accountability?	AFI 21-204, Para 9.20.3.	3,5	
9.92.	Are inventory adjustments properly posted?	AFI 21-204, Para 9.20.10.	3,5	
9.93.	Are AF IMTs 85A, Inventory Count Card properly documented?	AFI 21-204, Para 9.20.10.	3,5	
9.94.	Does the commander approve all adjustments for classified items, Due-In from Maintenance (DIFM) items and items valued at more than \$2,500.00?	AFI 21-204, Para 9.20.10.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
9.95.	Are audit personnel designated on orders by the commander?	AFI 21-204, Para 9.21.1.1.	3,5	
9.96.	Does the audit encompass all accountable records?	AFI 21-204, Para 9.21.1.1.	3,5	
9.97.	Is the verifying officer designated in writing and appointed on special orders?	AFI 21-204, Para 9.21.2.	3,5	
9.98.	Does the MASO provide appropriate briefing to the audit officer?	AFI 21-204, Para 9.21.3.	3,5	
9.99.	Is Certificate of Audit completed and in proper format?	AFI 21-204, Para 9.21.5.	3,5	
9.100.	Are all document numbers covered in the SIR period identified on the certificate?	AFI 21-204 USAFE Sup 1, Para 9.21.5.5.3.	3,5	

Table 10. Inspection Items for Weapon Custody Accounting Procedures.

Item Number	Item	Reference	Applicability Code	Yes/No
10.	Weapon Custody Accounting Procedures			
10.1.	Does the weapon custodian approve access to nuclear weapons?	AFI 21-204, Para 10.1.1.	3,5	
10.2.	Is the weapon custodian appointed by the commander?	AFI 21-204, Para 10.1.1.	3,5	
10.3.	ARE PERSONNEL HAVING CUSTODY OF NUCLEAR WEAPONS U.S. CITIZENS WITH APPROPRIATE SECURITY CLEARANCES AND CERTIFIED UNDER PRP?	AFI 21-204, Para 10.1.4.; T.O.11N- 25-1, Para 3-2.3.(8)	3,5	
10.4.	IS CONTINUOUS U.S. CUSTODY OF NUCLEAR WEAPONS AND COMPONENTS MAINTAINED?	AFI 21-204, Para 10.1.5.; T.O.11N- 25-1, Para 3-2.3.(8)	3,5	
10.5.	If MASO is not the Weapons Custodian, have the weapons been issued on a custody sub account?	AFI 21-204, Para 10.1.6.1.	3,5	
10.6.	Are custody transfers of weapons outside the Weapon Storage Area (WSA), but within the base boundary documented using approved work orders?	AFI 21-204, Para 10.1.6.3.	3,5	
10.7.	Are custody transfers outside the base boundary documented using DD Form 1150?	AFI 21-204, Para 10.1.6.4.	3,5	

Table 11. Inspection Items for Nuclear Accountability Reports.

Item Number	Item	Reference	Applicability Code	Yes/No
11.	Nuclear Accountability Reports			
11.1.	Are status changes for weapons, components, Test and Training Items (TTI), containers and bolsters reported to the MASO?	AFI 21-204, Para 11.1.	3,5	
11.2.	Are SCRs controlled by a number and tracked with an SCR control log?	AFI 21-204, Para 11.1.1.	3,5	
11.3.	Are SCRs for WSR/QUAST Status Reports (QSR) tracked with same control log?	AFI 21-204 USAFE Sup 1, Para 11.1.1.1.	3,5	
11.4.	Are proper change codes reported as required?	AFI 21-204, Para 11.1.2.	3,5	
11.5.	Are AF IMT 1764, Major Assembly/Component Status Change Reports , SCR properly documented?	AFI 21-204, Para 11.1.3.	3,5	
11.6.	Are interim reports used when verifications cannot be completed on the day of receipt?	AFI 21-204, Para 11.1.4.	3,5	
11.7.	Are Container Asset Reports submitted semi-annually as of the SIR effective date?	AFI 21-204, Para 11.3.	3,5	
11.8.	Are Container Asset Reports (CARs) submitted not later than the 10th of each month following the SIR effective date?	AFI 21-204 USAFE Sup 1, Para 11.3.1.	3,5	
11.9.	Are TTIs reported using appropriate Source and Special (SS) material code in the 4th position of the TTI code?	AFI 21-204, Para 11.4.	3,5	
11.10.	Does unit send info copy of QSR for expended pending recovery to anticipated recovery unit?	AFI 21-204 USAFE Sup 1, Para 11.4.1.	3,5	
11.11.	Are DOE Form 741s used to determine amount of SS material for items received from DOE?	AFI 21-204, Para 11.4.2.	3,5	
11.12.	Are shippers QSRs used to determine presence of SS material when items are shipped between AF organizations?	AFI 21-204, Para 11.4.2.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
11.13.	Are URs used to report deficiencies in DOE designed items?	AFI 21-204, Para 11.5.	3,5	
11.14.	Are Weapon Information Reports (WIR) used to report changes in association of "S" material?	AFI 21-204, Para 11.6.	3,5	
11.15.	Does the NOCM section maintain a master LIL?	AFI 21-204, Para 11.7.	3,5	
11.16.	Are changes posted to the master LIL when reported via WSR?	AFI 21-204, Para 11.7.	3,5	
11.17.	Are new LILs reconciled within 5 duty days of receipt?	AFI 21-204, Para 11.7.2.	3,5	
11.18.	Are discrepancies that cannot be reconciled locally reported to the MAJCOM?	AFI 21-204, Para 11.7.2.	3,5	
11.19.	Is LIL signed and dated by NOCM person that performed reconciliation?	AFI 21-204, Para 11.7.2.	3,5	
11.20.	Are individual LILs reconciled against the master LIL?	AFI 21-204, Para 11.7.3.	3,5	
11.21.	Is a semi-annual LIL reconciliation against the blind inventory worksheet performed as part of the SIR?	AFI 21-204, Para 11.7.	3,5	
11.22.	Are nuclear weapons properly tracked during transfer to and from combat aircraft?	AFI 21-204, Para 11.8.3.	3,5	
11.23.	During transfers are serial numbers verified against the work-order?	AFI 21-204, Para 11.8.3.	3,5	
11.24.	Is aircraft tail number documented on work-order when returned to munitions control?	AFI 21-204, Para 11.8.3.	3,5	
11.25.	Is an AF IMT 1764 prepared to reflect in-hand status of weapon when placed on alert?	AFI 21-204, Para 11.8.3.	3,5	
11.26.	Does Munitions Control monitor location and status of all nuclear loaded aircraft?	AFI 21-204, Para 11.8.3.2.1.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
11.27.	When nuclear loaded aircraft are dispersed or deployed, is the unit reporting an in-hand weapon shipment?	AFI 21-204, Para 11.8.3.2.3.	3,5	
11.28.	When dispersed or deployed nuclear loaded aircraft return, is unit verifying configuration with aircraft (a/c) commander and reporting in-hand receipt?	AFI 21-204, Para 11.8.3.2.4.	3,5	
11.29.	Are maintenance shops holding return weapon work-order until re-certification is completed?	AFI 21-204, Para 11.8.3.4.	3,5	
11.30.	Does unit properly track weapon transfers from WSV to Aircraft?	AFI 21-204 USAFE Sup 1, Para 11.8.5.1.	3,5	
11.31.	Does unit properly track weapon transfers from Aircraft to WSV?	AFI 21-204 USAFE Sup 1, Para 11.8.5.2.	3,5	
11.32.	Does munitions control issue appropriate work-orders to address discrepancies noted during transfer?	AFI 21-204 USAFE Sup 1, Para 11.8.5.2.6.	3,5	

Table 12. Inspection Items for Logistics Movements.

Item Number	Item	Reference	Applicability Code	Yes/No
12.	Logistics Movement			
12.1.	ARE AIR MOVEMENTS OF NUCLEAR WEAPONS CONTAINING CONVENTIONAL HIGH EXPLOSIVES APPROVED BY SECRETARY OF THE AIR FORCE, OR COMMANDER OF A UNIFIED/SPECIFIED COMMAND?	AFI 21-204, Para 12.1.1.; T.O.11N- 25-1, Para 3-2.3.(8)	3,5	
12.2.	ARE NUCLEAR CERTIFIED VEHICLES AND EQUIPMENT USED FOR ALL PEACE TIME LOGISTICS MOVEMENTS?	AFI 21-204, Para 12.1.2.; T.O.11N- 25-1, Para 3-2.3.(8)	3,5	
12.3.	Are safety and security given a higher priority than operational requirements in determining transportation modes and routes?	AFI 21-204, Para 12.1.4.	3,5	
12.4.	ARE QUALIFIED PRIME NUCLEAR AIRLIFT FORCE (PNAF) AIRCREWS USED FOR AIR LOGISTIC MOVEMENT OF NUCLEAR CARGO?	AFI 21-204, Para 12.1.6.; T.O.11N- 25-1, Para 3-2.3.(8)	3,5	
12.5.	Is use of DoD motor vehicles for logistics movement in lieu of military aircraft approved in writing by unified/specified commanders or head of DoD component?	AFI 21-204, Para 12.1.7.	3,5	
12.6.	Are mixed classified and unclassified loads shipped with security considerations of classified cargo?	AFI 21-204, Para 12.1.8.	3,5	
12.7.	Are local logistic plans reviewed for safety and security vulnerabilities?	AFI 21-204, Para 12.1.9.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
12.8.	Is emergency movement of weapons only implemented when authorized by the JCS, unified/specified commander, or their specifically designated representative; when security or safety are endangered, or when it is the only alternative to loss or destruction?	AFI 21-204, Para 12.1.10.	3,5	
12.9.	Are units applying the most stringent security guidance when security guidance conflicts?	AFI 21-204, Para 12.1.11.	3,5	
12.10.	Are personnel involved with logistics movements knowledgeable of their specific responsibilities?	AFI 21-204, Para 12.2.3.	3,5	
12.11.	Has unit developed a written plan addressing logistic support according to AFJI 11-204, <i>Operational Procedures for Aircraft Carrying Hazardous Material.</i> ?	AFI 21-204, Para 12.2.3.2.	3,5	
12.12.	Does unit verify accuracy of EUROPE Nuclear Ordnance Shipping Schedule (NOSS) 1 and 2 upon receipt?	AFI 21-204 USAFE Sup 1, Para 12.2.3.1.1.	3,5	
12.13.	Have Outside the Continental United States (OCONUS) units coordinated logistics support plan with host-nation?	AFI 21-204, Para 12.2.3.2.	3,5	
12.14.	Are units requesting movement of training weapons and JTAs through their respective MAJCOM?	AFI 21-204, Para 12.2.3.4.	3,5	
12.15.	Are units ensuring all required equipment is available throughout weapon movement?	AFI 21-204, Para 12.2.3.5.	3,5	
12.16.	Are units performing a periodic threat assessment against established support procedures?	AFI 21-204, Para 12.2.3.6.	3,5	

Table 13. Inspection Items for SWIM/DIAMONDS Procedures.

Item Number	Item	Reference	Applicability Code	Yes/No
13.	SWIM/DIAMONDS Procedures			
13.1.	Is SWIM/DIAMONDS computer properly accredited and approved for processing classified up to and including secret?	AFI 21-204, Para 13.1.1.	3,5	
13.2.	Has the MASO designated in writing primary/alternate SWIM administrators?	AFI 21-204, Para 13.1.2.	3,5	
13.3.	Has the MASO established local procedures to ensure only authorized users have access to the system and data?	AFI 21-204, Para 13.1.3.	3,5	
13.4.	Has unit established procedures to continue SWIM processing in the event the primary system becomes inoperable?	AFI 21-204, Para 13.1.4.	3,5	
13.5.	Is the unit maintaining off-site storage of the following items?	AFI 21-204, Para 13.1.5.		
13.5.1.	Back-up removable hard drive containing Windows operating system, Oracle database software, and current SWIM software.	AFI 21-204, Para 13.1.5.1.	3,5	
13.5.2.	Copy of SWIM database no older than one month (if applicable)?	AFI 21-204, Para 13.1.5.2.	3,5	
13.5.3.	Copy of DIAMONDS database no older than one month (if applicable)?	AFI 21-204 USAFE Sup 1, Para 13.1.5.2.1.	3,5	
13.5.4.	A computer system capable of running SWIM software.	AFI 21-204, Para 13.1.5.3.	3,5	
13.6.	Is SWIM System initialized only when required or approved by MAJCOM?	AFI 21-204, Para 13.4.	3,5	
13.7.	Does unit ensure accurate data is reflected in database and a Weapons Custody List (WCL); all stock record cards, both document registers are printed prior to initialization?	AFI 21-204, Para 13.4.1.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
13.8.	Does unit verify database serial numbers with WCL following initialization?	AFI 21-204, Para 13.4.2.	3,5	
13.9.	Does unit retain stock record cards and document registers following initialization until the next audit is complete?	AFI 21-204, Para 13.4.2.	3,5	
13.10.	Does unit save a copy of database to hard drive and removable media prior to initialization?	AFI 21-204, Para 13.4.3.	3,5	
13.11.	Is removed media appropriately classified and marked with beginning and ending dates of transactions included?	AFI 21-204, Para 13.4.3.	3,5	
13.12.	Is archived data retained in active file until next audit and in inactive file for two years following?	AFI 21-204, Para 13.4.3.	3,5	
13.13.	Following initialization is unit verifying new WCL against old WCL?	AFI 21-204, Para 13.4.5.	3,5	
13.14.	Is unit prohibiting SWIM data base manipulation unless authorized by MAJCOM?	AFI 21-204, Para 13.5.1.	3,5	
13.15.	Is database backed up each day a change is made to the data?	AFI 21-204, Para 13.5.2.1.	3,5	
13.16.	Is unit maintaining 3 removable media back-up disks for SWIM?	AFI 21-204, Para 13.5.2.2.	3,5	
13.17.	Are database entries corrected using established procedures to maintain audit trail?	AFI 21-204, Para 13.6.	3,5	
13.18.	Does the MASO certify Memorandums for Record (MFR) used to correct database?	AFI 21-204, Para 13.5.2.1.	3,5	
13.19.	Does unit separate test or training database from actual?	AFI 21-204, Para 13.7.	3,5	
13.20.	Is DIAMONDS system administrator appointed in writing by Flight Chief/Commander?	AFI 21-204, Para 13.9.8.1.	3,5	

Item Number	Item	Reference	Applicability Code	Yes/No
13.21.	Are DIAMONDS super users limited to 5 people, shop chief or above or designated by MASO?	AFI 21-204, Para 13.9.8.2.	3,5	
13.22.	Is Defense Threat Reduction Agency (DTRA) database manipulation approved by the unit and Service Logistic Agent (SLA)?	AFI 21-204, Para 13.9.9.1.	3,5	
13.23.	Is DTRA remote training approved by the SLA?	AFI 21-204, Para 13.9.9.2.	3,5	
13.24.	Does unit submit a WSR to illustrate DTRA manipulations of unit and Nuclear Management and Information System (NUMIS) database?	AFI 21-204, Para 13.9.9.3.	3,5	
13.25.	Is DIAMONDS restricted to properly accredited and approved computer systems?	AFI 21-204, Para 13.9.10.1.	3,5	
13.26.	Are proper security measures followed to obtain DIAMONDS access?	AFI 21-204, Para 13.9.10.2.	3,5	
13.27.	Has unit developed local procedures to account for and ensure security of DIAMONDS removable media?	AFI 21-204, Para 13.9.10.3.	3,5	
13.28.	Does unit contact SLA and DTRA when DIAMONDS becomes inoperable?	AFI 21-204, Para 13.9.10.4.	3,5	
13.29.	Has unit developed local procedures to use when DIAMONDS is inoperable?	AFI 21-204, Para 13.9.11.	3,5	
13.30.	Does the unit prohibit unauthorized database manipulation?	AFI 21-204, Para 13.9.13.1.	3,5	
13.31.	Is unit performing required database backup procedures?	AFI 21-204, Para 13.9.13.3.	3,5	
13.32.	Is unit promptly correcting erroneous data using proper procedures?	AFI 21-204, Para 13.9.14.	3,5	
13.33.	Is unit ensuring separation of training, test and exercise database from actual database?	AFI 21-204, Para 13.9.15.	3,5	

Table 14. Inspection Items for Load Monitor Requirements.

Item Number	Item	Reference	Applica- bility Code	Yes/ No
14.	MUNNS Load monitor Requirements			
14.1.	Are load monitors familiar with Deficiency Report (DR) procedures and identify suspected material deficiencies to QA?	AFI 21-204 USAFE Sup 1, Para 14.2.1.	5	
14.2.	ARE LOAD MONITORS FULLY AWARE OF CORRECT ACTIONS TO TAKE FOR AIRCRAFT MONITORING AND CONTROL (AMAC) FAULTS?	AFI 21-204 USAFE Sup 1, Para 14.2.2.; T.O.11N25-1, Para 3-2.3.b.(8)	5	
14.3.	Are tools and equipment available to maintain U.S. Owned AMAC systems (Germany/Italy only)?	AFI 21-204 USAFE Sup 1, Para 14.2.3.	5	
14.4.	Does unit track aircraft certification forms provided by host nation?	AFI 21-204 USAFE Sup 1, Para 14.2.4.	5	
14.5.	DOES UNIT VERIFY OPERATIONAL CERTIFICATION HAS NOT EXPIRED PRIOR TO STRIKE LOADING?	AFI 21-204 USAFE Sup 1, Para 14.2.4.; T.O.11N25-1, Para 3-2.3.b.(8)	5	
14.6.	Has unit established an equipment account for all US-owned test equipment?	AFI 21-204 USAFE Sup 1, Para 14.2.5.	5	
14.7.	Have instructors received cockpit safety training during initial certification?	AFI 21-204 USAFE Sup 1, Para 14.3.	5	
14.8.	Have load monitors, custody agents and custody force members received aircraft familiarization and cockpit safety training annually? Is training documented?	AFI 21-204 USAFE Sup 1, Para 14.3.	5	
14.9.	Are AMAC controllers issued to Host Nation?	AFI 21-204 USAFE Sup 1, Para 14.4.	5	

Item Number	Item	Reference	Applica- bility Code	Yes/ No
14.10.	When repair of DCU or –70 AMAC exceeds technical order authorization are units requesting disposition from AAC/NWD?	AFI 21-204 USAFE Sup 1, Para 14.4.	5	

JAY H. LINDELL, Brigadier General, USAF
Director of Logistics

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

AFJI 11-204, *Operational Procedures for Aircraft Carrying Hazardous Material*.

AFI 11-299, *Nuclear Airlift Operations (FOUO)*

AFPF 21-2, *Non-nuclear and Nuclear Munitions*

AFI 21-204, *Nuclear Weapons Procedures*, and the USAFE Supplement 1

AFI 32-1065, *Grounding Systems*

AFI 33-360 Volume 1, *Air Force Content Management Program - Publications*

AFMAN 37-123, *Management of Records*

AFI 90-201, *Inspector General Activities*, and the USAFE Supplement 1

AFI 91-101, *Air Force Nuclear Weapons Surety Program*

AFOOSH STD 91-46, *Materials Handling and Storage Equipment*

AFKAG -1, *Air Force Communications Security (COMSEC) Operations*

AFKAG 2, *Air Force COMSEC Accounting Material*

T.O. 11N-20-11, *General Fire Fighting Guidance*

T.O. 11N-25-1, *Department of Defense Nuclear Weapon Technical Inspection System*

T.O. 11N-35-50, *Air Force COMSEC Accounting Material*

T.O. 11N-45-51, *Transportation of Nuclear Weapons Material*

T.O. 11N-100-1, *Supply Management of Nuclear Weapons Material*

T.O. 11N-100-2, *Supply Management of Limited Life Components*

T.O. 11N-100-4, *Custody, Accountability, and Control of Nuclear Weapons and Nuclear Material*

ACO 80-6, *Nuclear Surety Management for the WS3*

CJCSM 3150-04, *Joint Reporting Structure; Nuclear Weapon Reports*

DTRA 01-99-C-043, *SWIM End Users Manual*

ED 60-12, *Nuclear Surety Management for the Weapons Survivability and Security System*

USAFEI 33-201, *Operational doctrine for Safeguarding and Control of Weapons Storage and Security System (WS3)*

USAFE MCL, *Maintenance Capability Letter*, dated

Abbreviations and Acronyms

AAAL—Access Approval Authority List

AAC—Air Armament Center
AF—Air Force
AMAC—Aircraft Monitoring and Control
AWM—Awaiting Maintenance
BS—Base Spare
DCU—Data Control Unit
DoD—Department of Defense
DOE—Department of Energy
CCGI—Core Compliance Guide Item
CGI—Compliance Guide Item
COMSEC—Communications Security
CPSG—Cryptologic Systems Group
DIAMONDS—Defense Integration and Management of Nuclear Units
DIFM—Due-In from Maintenance
DMS—Defense Message System
DTRA—Defense Threat Reduction Agency
EAC—Emergency Action Checklist
EOD—Explosive Ordnance Disposal
EPE—Evaluator Proficiency Evaluation
IPI—in-Process Inspection
JCS—Joint Chiefs of Staff
JQS—Job Qualification Standard
JTA—Joint Test Assembly
LIL—Location Inventory List
LLC—Limited Life Components
LMF—Local Monitoring Facility
MAJCOM—Major Command
MASO—Munitions Accountable System Officer
MCGI—Major Compliance Guide Item
MCL—Maintenance Capability Letter
MS—Military Spare
MSK—Mission Support Kit

MUNSS—Munitions Support Squadron
NCO—Noncommissioned Officer
NOCM—Nuclear Ordnance Commodity Management
NWD—Nuclear Weapons Directorate
OPR—Office of Primary Responsibility
PAS—Protective Aircraft Shelter
POC—Point of Contact
PRP—Personnel Reliability Program
QA—Quality Assurance
QC—Quality Control
QSR—QUAST Status Report
RMF—Remote Monitoring Facility
S-FRD—Secret-Formerly Restricted Data
SAAM—Special Assignment Airlift Mission
SBSS—Standard Base Supply System
SCR—Status Change Report
SEV—Stockpile Emergency Verification
SF—Security Forces
SIR—Semiannual Inventory Report
SLA—Service Logistics Agent
SS—Source and Special
SWIM—Special Weapons Information Management
TC—Team Chief
TCTO—Time Compliance Technical Order
TM—Team Member
TMO—Traffic Management Office
T.O.—Technical Order
TTI—Test and Training Items
UA—User Agency
UR—Unsatisfactory Report
URC—Universal Release Code
U.S.—United States of America

USAFE—United States Air Forces in Europe

ISAL—Unit Spares Authorization Listing

WCL—Weapons Custody List

WMT—Weapons Maintenance Truck

WR—War Reserve

WS3—Weapons Storage and Security System

WSAAL—Weapons Storage Area Authorization List

WSR—Weapon Status Report

WSV—Weapons Storage Vault