



UNITED STATES MARINE CORPS
MARINE AIR GROUND TASK FORCE TRAINING COMMAND
MARINE CORPS AIR GROUND COMBAT CENTER
BOX 788100
TWENTYNINE PALMS, CALIFORNIA 92278-8100

CCO 3500.4K

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12 MAY 2014

COMBAT CENTER ORDER 3500.4K

From: Commanding General
To: Distribution List

Subj: MARINE AIR GROUND TASK FORCE TRAINING COMMAND, MARINE CORPS AIR GROUND
COMBAT CENTER RANGE, TRAINING AREA, AND AIRSPACE PROGRAM

Ref: (a) MCO 3570.1C
(b) TB MED 524
(c) MILHDBK 828
(d) MCO 5104.1C
(e) MCO 8025.1E
(f) MCO P5102.1B w/Ch 1
(g) MCWP 3-1
(h) CCO 3130.1A
(i) CCO 6200.3E
(j) CCO 11320.1E
(k) CCO 5090.1F
(l) CCO 5090.5B
(m) 1st MAR WINGO 3710.1
(n) JOINT PUB 3-09-3
(o) NAVAIR 00-08T-114_1.3
(p) CJCSM 3212.02C
(q) FM 2-30
(r) MCO P8020.10B
(s) FM 6-20
(t) FM 6-5
(u) MCO 5530.14A
(v) MCO 3574.2K
(w) FM 5-250
(x) NAVSEA OP-5
(y) CCO P1630.6E
(z) <https://vcepub.tecom.usmc.mil/sites/msc/magtftc/G3/RCMD/SitePages/Home.aspx>

Encl: (1) Online listing of the Standard Operating Procedures (SOP) for RTAA

Reports Required: I. Ammunition Malfunction (Report Control Symbol Exempt),
par 4c(12)(b)
II. Training Accident Information (Report Control Symbol
Exempt), par 4c(12)(b)
III. Training Utilization (Report Control Symbol Exempt),
par 4c(12)(b)
IV. Laser Firing Log (Report Control Symbol Exempt),
par 4c(12)(b)

DISTRIBUTION STATEMENT A: Approved for public release; distribution is
unlimited.

1. Situation. The Commanding General (CG), Marine Air Ground Task Force Training Command (MAGTFTC), Marine Corps Air Ground Combat Center (MCAGCC) is responsible for information, instructions, and procedures governing the use of Range, Training Area, and Airspace (RTAA) Programs operated and controlled by MAGTFTC, MCAGCC.

2. Cancellation. CCO 3500.4J. This Order contains substantial revisions and should be read in its entirety.

3. Mission. As directed by references (a) through (z) and the enclosure, this Order establishes policy, assigns responsibilities, and provides instruction for all agencies and units operating within the MAGTFTC, MCAGCC RTAA under the control of the CG, MAGTFTC, MCAGCC.

4. Execution

a. Commander's Intent and Concept of Operation

(1) Commander's Intent

(a) Commanding Officers, Assistant Chiefs of Staff (ACs/S), Special Staff Officers, and Officers-in-Charge (OICs) at all levels will implement this Order or any supplementary germane instructions directly related to the RTAA not necessarily contained or enclosed herein. These local policies may be of equal or more stringent guidance.

(b) Personnel operating within MAGTFTC, MCAGCC RTAAs will operate in a safe manner, preserving life, equipment, and natural resources. MAGTFTC, MCAGCC RTAAs will be managed in a way that maximizes safe, effective training opportunities for MAGTFTC, MCAGCC's diverse customer base.

(c) All personnel will use Operational Risk Management (ORM) during all planning and execution stages of training and operations. ORM is an integral part of the decision making process for all operational and non-operational activities.

(2) Concept of Operations. The AC/S G-3, in concert with the CG, will establish and provide operating procedures in accordance with the references. This Order will be distributed as directed and all agencies shall review and incorporate procedures from the current version.

b. Subordinate Element Missions

(1) Commanding Officers, ACs/S, Special Staff Officers, and OICs

(a) Ensure compliance with current Marine Corps orders, Training and Education Command's safety of use memorandums, applicable technical orders, field manuals, Fleet Marine Force manuals, war fighting publications, installation range guidance, and applicable SOPs for safe training and firing for each weapon system within their command or under their charge.

(2) Civilian and Military Personnel

(a) Comply with this Order, all RTAA policies, procedures, and SOPs.

(b) Bring to the attention of the command through established procedures the existence of, or potential for, any unsafe operation or working condition.

c. Coordinating Instructions. The Combat Center approved SOPs can be accessed using reference (z) and will contain elements of the following information but are not limited to:

(1) Guidelines. This Order and the Combat Center approved SOPs provide source documentation governing commands using the RTAA aboard MAGTFTC, MCAGCC. It specifies responsibilities, gives descriptions of available training ranges, provides instructions on how to schedule the RTAAs, a list of definitions, and defines safety regulations for all live-fire, maneuver, and air operations aboard the Combat Center.

(2) Conformance. Failure to comply with these regulations may subject the offender to administrative action or disciplinary action under the Uniform Code of Military Justice.

(3) Resources. The policies and procedures established by this Order and the SOPs are based on combat, operational, and training experiences, as well as safety considerations specified in the references. They have been developed in a manner that will allow units to use the resources of MAGTFTC, MCAGCC efficiently and achieve realistic combat training while ensuring an acceptable level of safety. Training casualties are unacceptable; safety considerations are paramount.

(4) Fire and Maneuver. This Order and the SOPs allow Marines training aboard the Combat Center to maneuver through live-fire impact areas on foot and in vehicles. It also permits the use of all conventional weapon systems and most ordnance commonly found in a Marine Air Ground Task Force to be employed per current doctrine in a combined arms setting. Most importantly, commanders are afforded the opportunity to practice the essential combat skills of fire support coordination and fire and maneuver over the vast and challenging terrain aboard the Combat Center.

(5) Range Violations. Activities not governed by references (a) through (z) could be considered infractions and may cause a range violation to be issued. In the event of a violation, all training may be halted until corrective action has been taken.

(6) Safety. Safety is the responsibility of every individual at all times, and is a key factor in successful training. Concerns for safety should never be limited to the training event itself and should always include associated activities as well; including convoy movement to and from training, maintenance activities, bivouac operations, etc.

(7) Training Accidents and Incident Reporting. MAGTFTC, MCAGCC will be kept informed of any accident or incident that constitutes a serious or significant event which may require notification to higher headquarters.

(8) Unauthorized Personnel. Scrappers are unauthorized personnel who are illegally aboard MAGTFTC, MCAGCC removing salvageable materials (aluminum, brass, copper, etc.) from the ranges or training areas. If

someone is seen or suspected of scrapping in the ranges or training areas, notify Range Control immediately of the location and provide a brief description of the suspect's vehicle prior to making contact with the suspect(s).

(9) In the event these instructions conflict with those issued by higher authority, the orders of the higher authority shall take precedence. Notify the CG, MAGTF/TC, MCAGCC (Attn: AC/S G-3) of any conflict or questions of interpretation.

(10) Commanders of organizations utilizing MAGTF/TC, MCAGCC RTAAs are encouraged to submit recommendations concerning improvements or changes to the CG, MAGTF/TC, MCAGCC (Attn: AC/S G-3).

(11) The SOP for RTAA can be viewed at <https://vcepub.tecom.usmc.mil/sites/msc/magtftc/G3/RCMD/SitePages/Home.aspx>. Click on the "Range Mgmt and Dev Division" tab. Hard copies are available upon request from the Range Safety office.

(12) Forms and Information Requirements

(a) CC 3501/1 Surface Danger Zone Worksheet Ground, CC 3502/2 Weapon Danger Zone Worksheet Air Operations Only, CC 3502/3 Training Utilization, CC 3502/4 Range Request, CC 3100/4 Laser Firing Log, CC 5102/1 Training Accident Information, and CC 5102/2 Operational risk Management Matrix MAGTF/TC, MCAGCC, Twentynine Palms, California are forms that are prescribed for use in the SOP for RTAA and can be obtained from the Naval Forms Online web site at <https://navalforms.documentservices.dla.mil/web/public/home>. Use the forms tab to access the search page; enter the form number or the title name in the keyword search.

(b) In accordance with SECNAV M-5214.1 Part IV paragraph 7(j), the following forms are exempt from reports control: CC 3502/3, CC 3100/4, and CC 5102/1. Further instructions for the use of these forms can be found in the SOP for RTAA, reference (z).

5. Administration and Logistics. Distribution statement A directives issued by the CG are distributed via e-mail upon request and can be viewed at <http://www.29palms.marines.mil/Staff/G1Manpower/AdjutantOffice/CCO.aspx>.

6. Command and Signal

a. Command. This Order applies to all commands, organizations, units, and activities authorized use of the ranges, training areas, and airspace.

b. Signal. This Order is effective the date signed.


J. B. HANLON
Chief of Staff

Online Listing of the Standard Operating Procedures (SOP) for RTAA

Further guidance pertaining to the implementation of instructions and procedures governing the use of RTAAs operated and controlled by MAGTFTC, MCAGCC can be found on the AC/S G-3 Range Division's SharePoint site at <https://vcepub.tecom.usmc.mil/sites/msc/magtftc/G3/RCMD/SitePages/Home.aspx>. The SOP for RTAA can be found by clicking on the "Range Mgmt and Dev Division" tab, under "Range Scheduling Unrestricted Document Library."

CONTENTS OF THE SOP FOR RTAA

1. Chapter 1 - General
2. Chapter 2 - Environmental Procedures
3. Chapter 3 - Range Scheduling
4. Chapter 4 - Airspace and Aviation Operations
5. Chapter 5 - Exercises and Key Events
6. Chapter 6 - Range Operations
7. Chapter 7 - Ammunition and Explosives
8. Chapter 8 - Laser Operations
9. Appendix A - Definitions
10. Appendix B - Forms
11. Appendix C - Ranges and Training Areas
12. Appendix D - Communications
13. Appendix E - Restricted Areas