



USMC PARACHUTE PROGRAM SAFETY Checklist

UPDATED February 2015

Legend: C = No Action Required R = Corrective Action Required
 NA = Not Applicable to Unit UA = Unable to survey
 PF = Feedback comments

SAFETY REVIEW ITEMS - Administration

1. (ADM001) Does the unit have a current parachute program Standard Operating Procedure (SOP)?
 Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

2. (ADM002a) Is the Parachute Safety Officer billet assigned in writing?
 Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

3. (ADM002b) Is the Jumpmasters billet assigned in writing?
 Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

4. (ADM002d) Is the Malfunction Officer billets assigned in writing?
 Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

5. (ADM002e) Is the Joint Airdrop Inspector billets assigned in writing?
 Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

6. (ADM002f) Is the Pack-In-Progress Inspector billets assigned in writing?
 Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

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7. (ADM002g) Is the Pathfinder billets assigned in writing?
 Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

8. (ADM002I) Is the Paraloft Chief billet assigned in writing?
 Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

9. (ADM003) Does the unit maintain qualification/currency verification
 checklists for each key billet that have been assigned in writing?
 Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

10. (ADM004a) Is the Training NCO assigned in writing by the Paraloft
 Chief / Parachute Safety Officer?
 Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

11. (ADM004b) Is the Operations NCO assigned in writing by the Paraloft
 Chief / Parachute Safety Officer?
 Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

12. (ADM004c) Is the Light Pack Section NCO assigned in writing by the
 Paraloft Chief / Parachute Safety Officer?
 Reference: MCO 3120.11 Series.

C R NA UA PF
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13. (ADM004d) Is the Maintenance Section NCO assigned in writing by the Paraloft Chief / Parachute Safety Officer?
Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

14. (ADM004e) Is the Rigging Section NCO assigned in writing by the Paraloft Chief / Parachute Safety Officer?
Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

15. (ADM004f) Is the Publication/Modification Work Order NCO assigned in writing by the Paraloft Chief / Parachute Safety Officer?
Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

16. (ADM004g) Is the Tool Control NCO assigned in writing by the Paraloft Chief / Parachute Safety Officer?
Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

17. (ADM004h) Is the Parachute Room NCO assigned in writing by the Paraloft Chief / Parachute Safety Officer?
Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

18. (ADM004i) Is the Calibrations NCO assigned in writing by the Paraloft Chief / Parachute Safety Officer?
Reference: MCO 3120.11 Series.

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19. (ADM004j) Is the Oxygen NCO assigned in writing by the Paraloft Chief / Parachute Safety Officer?
Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

20. (ADM004k) Is the Facilities/Safety NCO assigned in writing by the Paraloft Chief / Parachute Safety Officer?
Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

21. (ADM004l) Is the Supply NCO assigned in writing by the Paraloft Chief / Parachute Safety Officer?
Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

22. (ADM004m) Is the Embark NCO assigned in writing by the Paraloft Chief / Parachute Safety Officer?
Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

23. (ADM004o) Is the Maintenance Management NCO assigned in writing by the Paraloft Chief / Parachute Safety Officer?
Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

24. (ADM005) Are manifests maintained for historical references and pay verification for 3 years?
Reference: SECNAV M-5210.1 , Pg III-7-1 & Pg III-7-2.

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25. (ADM006) Is ORM being completed prior to each parachute operations?
References: MCO 3120.11 Series, SECNAV M-5210.1, SSIC
3500.1.

C R NA UA PF
 Repeat
 Significant

26. (ADM007) Are copies of LOIs/Op Orders, ORM and After-Action reports
maintained on file for three years as historical records and lessons
learned?
References: MCO 3120.11 Series, MCO 3500.27 Series, SECNAV
M-5210.1 , SSIC 3500.1, MCO 3504.1.

C R NA UA PF
 Repeat
 Significant

27. (ADM008) Does the paraloft maintain a signature sheet for the
verification of signatures within the DA Form 3912 Parachute Log
Record Book?

C R NA UA PF
 Repeat
 Significant

28. (ADM009) Are desk-top/turnover folders maintained for all assigned
paraloft billets/collateral duty areas within the paraloft?
Reference: MCO P4790.2 Series , Section 1005.

C R NA UA PF
 Repeat
 Significant

29. (ADM010) Is the Commanding Officer's Monthly Pay Letter being
submitted through the chain of command to the appropriate supporting
administrative section or IPAC?
Reference: MCO 3120.11 Series.

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30. (ADM011) Are all parachutists assigned in writing with Parachute Duty Orders to serve as a source document for reporting of jump pay into MCTFS?

Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

31. (ADM012) Does the Paraloft automate as many functions as possible and have these systems been backed up?

C R NA UA PF
 Repeat
 Significant

32. (ADM013) Does the paraloft maintain an effective filing/record system for the past 3 years?

References: MCO 3120.11 Series, SECNAV M-5210.1.

C R NA UA PF
 Repeat
 Significant

33. (ADM014) Does the command ensure submission of mishaps resulting in death or involving hospitalization of three or more personnel to the Naval Safety Center within eight hours?

Reference: MCO P5102.1.

C R NA UA PF
 Repeat
 Significant

34. (ADM015) Does the command ensure submission of parachute malfunctions/incidents are reported to the Naval Safety Center via the Web Enabled Safety System (WESS) within 30 days following the occurrence?

Reference: MCO P5102.1.

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35. (ADM016) Does the command keep mishap and malfunction reports on record for five years?

References: MCO P5102.1, MCO 5100.29.

C R NA UA PF

Repeat

Significant

36. (ADM017) Is the paraloft providing mishap information to the units Safety Officer for the appropriate submission of Mishap Reports IAW MCO P5102.1?

References: MCO P5102.1, MCO 3120.11 Series.

C R NA UA PF

Repeat

Significant

37. (ADM018) Is the command fully integrated with and using the Dive Jump Reporting System (DJRS) to document all parachute operations conducted?

Reference: MCO 3120.11 Series.

C R NA UA PF

Repeat

Significant

38. (ADM019) Does the paraloft have a published training schedule outlining Marine Corps, ITS and Maintenance training?

Reference: MCO 1553.3 Series , Pg 7.

C R NA UA PF

Repeat

Significant

39. (ADM020) Does the T/O meet the needs of the assigned mission capability and equipment maintenance?

C R NA UA PF

Repeat

Significant

40. (ADM021) Are parachute related messages being maintained for historical records and reference?

C R NA UA PF

Repeat

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41. (ADM022) Does the paraloft have a verification process for the completion of action items from parachute related-messages?

C R NA UA PF
 Repeat
 Significant

42. (ADM023) Are Malfunction Officers receiving annual training?
Reference: MCO 13480.1.

C R NA UA PF
 Repeat
 Significant

43. (ADM025) Does the units provide (2) parachute riggers to elements of that unit that are deployed for more than (30) days?
Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

44. (ADM026) Does the paraloft maintain a Pack-in-Process Inspector (PIP) checklist to be initialed at each point of inspection by the PIPI for jumpers packing their own main parachutes for MFF or MMPS S/L parachute operations?

C R NA UA PF
 Repeat
 Significant

45. (ADM027) Are Parachute Safety Officers being assigned for elements of the unit that are deployed for more than 30 days?
Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

46. (ADM028) Does the Drop Zones (DZ) used by the unit have current DZ Surveys?
Reference: AFI 13-217.

C R NA UA PF
 Repeat
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47. (ADM029) Are Pack-in-Process Inspectors being recertified annually?
Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

48. (ADM030) Are waivers being submitted and approved for all E-3/LCpl
being identified as qualified to perform the duties of the pack-in-
Process Inspector?
Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

49. (ADM031) Does the unit maintain requests and authorization letters
for operations conducted with foreign services using Foreign Service
parachute equipment by the first O-5 in the chain of command?
Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

50. (ADM032) Does the unit maintain requests and approval for
participation of Non-Marine Corps Personnel in Marine Corps Parachute
Operations by the first O-5 in the chain of command?
Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

51. (ADM033) In order to validate the use of foreign services equipment
has there been a detailed ORM completed and submitted with the request?
Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

52. (ADM034) Does the unit's medical department maintain a document used
to track medical standards for parachutist, that is accessible to the
PSO and Jumpmaster personnel, used for verification purposes?
Reference: NAVMED P-117 , Chapter 15.

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53. (ADM035) Are copies of medical waivers maintained on file within the individual Medical Record?

C R NA UA PF
 Repeat
 Significant

54. (ADM036) Are copies of permissive jump orders maintained on file for all personnel participating in parachute operations that are not assigned to this unit?

References: MCO 3120.11 Series, SECNAV M-5210.1 , SSIC 1320.1.

C R NA UA PF
 Repeat
 Significant

55. (ADM037) Do all identified jumpers within the command maintain the minimum swim qualification of WSI? Does the S-3 publish a list of parachutist that meet the swim qualification standards, accessible to the PSO and/or Jumpmasters, for verification purposes?

Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

56. (ADM039) Are the jumpmasters collecting individual jump logs after each jump and making the appropriate entries at the completion of the parachute operation both in the individual Logbook and the ITR (DA Form 1307)?

C R NA UA PF
 Repeat
 Significant

57. (ADM040) Is a current and qualified Jumpmaster giving parachutist, that have a lapse of more than 6 months between jumps, jump refresher training?

References: MCO 3120.11 Series, MCWP 3-15.7.

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58. (ADM041) Are copies of completed refresher training certification letters being maintained in the individual parachutists ITR?
Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

59. (ADM042) Does the unit have or utilize qualified medical personnel in order to support parachute operations?
Reference: MCO 3120.11 Series.

C R NA UA PF
 Repeat
 Significant

SAFETY REVIEW ITEMS - Airdrop Equipment

60. (AEQ001) Is the paralofts T/E adequate for the assigned mission of cargo airdrop?

C R NA UA PF
 Repeat
 Significant

61. (AEQ002) Is the airdrop equipment being maintained in a clean and dry environment?

C R NA UA PF
 Repeat
 Significant

62. (AEQ003) Have MWO/MI been completed on all identified airdrop equipment?

C R NA UA PF
 Repeat
 Significant

63. (AEQ004) Is there a MWO/MI control log verifying that the equipment is in compliance and maintained for the record?

C R NA UA PF
 Repeat
 Significant

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SAFETY REVIEW ITEMS - Embark

64. (EMB002) Does the paraloft maintain an embark plan?

C R NA UA PF
 Repeat
 Significant

65. (EMB003) Are the assigned embark boxes marked for embark?

C R NA UA PF
 Repeat
 Significant

66. (EMB004) Does the assigned Embark NCO have access to MDSS-II?

C R NA UA PF
 Repeat
 Significant

67. (EMB005) Does the paraloft maintain procedures and a plan for the embark of hazardous materials?

C R NA UA PF
 Repeat
 Significant

SAFETY REVIEW ITEMS - Explosives

68. (EXP001) Has an Arms, Ammunition and Explosives custodian program been created IAW MCO 5530.14_?

C R NA UA PF
 Repeat
 Significant

69. (EXP002) Has the current facility been approved for explosives storage by governing MC Base?

C R NA UA PF
 Repeat
 Significant

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70. (EXP003) Are monthly inventories being conducted for proper records and accountability of the M21 Actuators between the paraloft and the S-4 Ammo Technician?

C R NA UA PF
 Repeat
 Significant

71. (EXP004) Are expended M21 Actuators disposed of in an approved and appropriate manner through DRMO?

C R NA UA PF
 Repeat
 Significant

72. (EXP005) Are expenditure reports being submitted following each airdrop operations where M21 Actuators were expended to the S-4 Ammo Technician?

C R NA UA PF
 Repeat
 Significant

73. (EXP006) Does the paraloft maintain an embark plan that specifically addresses the embark of M21 actuators?

C R NA UA PF
 Repeat
 Significant

74. (EXP007) Does the unit receive an adequate number of M21 Actuators annually for training and wartime deployment?

C R NA UA PF
 Repeat
 Significant

75. (EXP008) Does the paraloft maintain a record of the Lot Number and Serial Numbers of the M21 Actuators that are on G-11 Cargo Parachutes that have been designated and packed for contingency?

C R NA UA PF
 Repeat
 Significant

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76. (EXP009) Are Marines assigned to the Air Delivery Platoon receiving explosives handling and awareness training as it applies to the M21 Actuator annually?

C R NA UA PF
 Repeat
 Significant

77. (EXP010) Has the local fire department been provided an building floor plan outlining the storage of the M21 Actuators for emergency response purposes?

C R NA UA PF
 Repeat
 Significant

SAFETY REVIEW ITEMS - Facilities

78. (FAC001) Is the facility adequate for the storage and maintenance of parachutes and airdrop equipment?

C R NA UA PF
 Repeat
 Significant

79. (FAC002) Does the facility have adequate security for the storage of life-support equipment?

C R NA UA PF
 Repeat
 Significant

80. (FAC003) Does the facility have temperature and humidity monitors for parachute storage, packing and maintenance areas?
Reference: MCO 3120.11.

C R NA UA PF
 Repeat
 Significant

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81. (FAC004) Does the facility meet the requirements for climate control?
If not repack cycle must be change from 365 days to 182 days for MMPS
and T11R?

C R NA UA PF
 Repeat
 Significant

82. (FAC005) Does the facility meet the requirements for climate control
that allow cargo parachute systems to be packed for contingency?

C R NA UA PF
 Repeat
 Significant

83. (FAC006) Does the facility have adequate lighting for the tasks being
performed?

C R NA UA PF
 Repeat
 Significant

84. (FAC007) Does the facility have the proper number of washtubs for the
cleaning and rinsing of parachutes and airdrop equipment?

C R NA UA PF
 Repeat
 Significant

85. (FAC008) Does the facility have an adequate drying facility for
parachutes and airdrop equipment?

C R NA UA PF
 Repeat
 Significant

86. (FAC009) Is there adequate and approved storage area(s) for hazardous
materials?

C R NA UA PF
 Repeat
 Significant

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87. (FAC010) Are Material Safety Data Sheets (MSDSs) available for all identified hazardous materials used and or stored within the paraloft?

C R NA UA PF
 Repeat
 Significant

88. (FAC011) Does the paraloft have a work request control log or record for tracking of building maintenance and historical purposes?

C R NA UA PF
 Repeat
 Significant

89. (FAC012) Does the paraloft maintain a fire egress plan?

C R NA UA PF
 Repeat
 Significant

90. (FAC013) Have Marines assigned to the Paraloft been briefed and training on fire egress from the paraloft?

C R NA UA PF
 Repeat
 Significant

SAFETY REVIEW ITEMS - Individual Training Records

91. (ITR001) Does the unit maintain Individual Training Records (ITR) for each Marine assigned to the paraloft?

C R NA UA PF
 Repeat
 Significant

92. (ITR002) Do the ITR's maintain a DA Form 1307 Jump Log for tracking the number of jumps each Marine has?

C R NA UA PF
 Repeat
 Significant

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93. (ITR003) Are copies of assignment letters maintained in the Marines ITR?

C R NA UA PF
 Repeat
 Significant

94. (ITR004) Do the ITR's have a parachute pack log in order to verify minimum number and types of parachutes packed in order to validate the assignment of Pack-in-Process Inspectors?

C R NA UA PF
 Repeat
 Significant

95. (ITR005) Are copies of qualification/currency verification checklists for each key billet maintain in the Marines ITR?

C R NA UA PF
 Repeat
 Significant

96. (ITR006) Are occasional and monthly counseling's being maintained in the ITR's?

C R NA UA PF
 Repeat
 Significant

97. (ITR007) Are Individual Training Standards being recorded and tracked in the ITR?

C R NA UA PF
 Repeat
 Significant

98. (ITR008) Are copies of school completion certificates, awards and promotions being maintained in the ITR?

C R NA UA PF
 Repeat
 Significant

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99. (ITR009) Do the ITR's have a general information page for family, uniform, home, home of record etc... information for ease of reference by Platoon Commander, Platoon Sergeant, and Section NCO?

C R NA UA PF
 Repeat
 Significant

100. (ITR010) Are copies of the parachute duty orders, assigning Marines to a T/O Line Number associated with parachute incentive pay, maintained in the ITR's?
Reference: MCO 3120.11.

C R NA UA PF
 Repeat
 Significant

SAFETY REVIEW ITEMS - Maintenance

101. (MNT001) When a parachute system is inducted into maintenance is the required maintenance functions/paperwork being initiated for proper maintenance management?

C R NA UA PF
 Repeat
 Significant

102. (MNT002) Is maintenance being conducted IAW the appropriate TM?

C R NA UA PF
 Repeat
 Significant

103. (MNT003) Are Quality Assurance Inspections being completed following the completion of maintenance?

C R NA UA PF
 Repeat
 Significant

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104. (MNT004) Is there an established Preventative Maintenance Checks and Services (PMCS) schedule for the sewing machines within Global Combat Support System-Marine Corps (GCSS-MC)?

C R NA UA PF
 Repeat
 Significant

105. (MNT005) Have the sewing machines received the appropriate PM IAW the established schedule?

C R NA UA PF
 Repeat
 Significant

106. (MNT006) Are sewing machines that are requiring maintenance being inducted into the maintenance program?

C R NA UA PF
 Repeat
 Significant

107. (MNT007) Have wrist altimeters and altimeter test chambers been calibrated?

C R NA UA PF
 Repeat
 Significant

SAFETY REVIEW ITEMS - Oxygen Equipment

108. (OXY001) Does the paraloft have qualified Oxygen Technicians on hand to maintain the assigned oxygen equipment?
Reference: TM 11093A/11118A-OI.

C R NA UA PF
 Repeat
 Significant

109. (OXY002) Is the oxygen equipment being maintained in an Oxygen-Safe room?
Reference: TM 11093A/11118A-OI.

C R NA UA PF
 Repeat
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110. (OXY003) Is maintenance being conducted in an Oxygen-Safe room?
Reference: TM 11093A/11118A-OI.

C R NA UA PF
 Repeat
 Significant

111. (OXY004) Are masks, bailout bottles and oxygen consoles receiving the
required 365 day inspections?
Reference: TM 11093A/11118A-OI.

C R NA UA PF
 Repeat
 Significant

112. (OXY005) Are bailout bottles and oxygen consoles receiving the
required 5 year hydrostatic testing and inspection?

C R NA UA PF
 Repeat
 Significant

113. (OXY006) Are hydrostatic test being completed by a certified and
qualified agency for aviation oxygen equipment?
Reference: TM 11093A/11118A-OI.

C R NA UA PF
 Repeat
 Significant

114. (OXY007) Are pre-flight and post jump inspection checklist being
completed and placed on file?
Reference: TM 11093A/11118A-OI.

C R NA UA PF
 Repeat
 Significant

115. (OXY008) Are O2 technicians trained in emergency shutdown procedures?
Reference: TM 11093A/11118A-OI.

C R NA UA PF
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116. (OXY009) Does the unit maintain an adequate quantity of oxygen equipment in order to safely complete high altitude parachute operations?

C R NA UA PF
 Repeat
 Significant

117. (OXY010) When maintenance is required on oxygen equipment are the required maintenance management processes being initiated and completed?

C R NA UA PF
 Repeat
 Significant

118. (OXY011) Are oxygen and nitrogen storage containers securely fixed in place to prevent falling containers?
Reference: TM 11093A/11118A-OI.

C R NA UA PF
 Repeat
 Significant

119. (OXY012) Does oxygen equipment that is in a lay-up status (730 days) meet the criteria contained in the technical manual?
Reference: TM 11093A/11118A-OI.

C R NA UA PF
 Repeat
 Significant

120. (OXY013) Does the oxygen safe area meet the minimum requirements listed in the technical manual?
Reference: TM 11093A/11118A-OI.

C R NA UA PF
 Repeat
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SAFETY REVIEW ITEMS - Parachute Equipment

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121. (PEQ001) Are Record Jackets and Log Record Books being maintained for each type of parachute assigned to the unit?

C R NA UA PF
 Repeat
 Significant

122. (PEQ002) Are parachutes marked with the Placed In Service (PIS) Date in the appropriate locations?

C R NA UA PF
 Repeat
 Significant

123. (PEQ003) Are parachutes being marked with MIL-I-6903 parachute ink or Sharpie marker on nylon?

C R NA UA PF
 Repeat
 Significant

124. (PEQ004) Are the parachute systems being maintained in a clean and dry facility?

C R NA UA PF
 Repeat
 Significant

125. (PEQ005) Are parachute systems being packed IAW the appropriate TM?

C R NA UA PF
 Repeat
 Significant

126. (PEQ006) Have modification work orders (MWOs) or modification instructions (MIs) for parachute systems been completed and recorded in the record jacket, log record book, and MWO control log/Global Combat Support Systems-Marine Corps (GCSS-MC)?

C R NA UA PF
 Repeat
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127. (PEQ007) Are parachutes that require maintenance being maintained separately from ready for issue parachute systems?
Reference: MCO 3120.11.

C R NA UA PF
 Repeat
 Significant

128. (PEQ008) Are parachute systems cleaned and dried following the approved methods?

C R NA UA PF
 Repeat
 Significant

129. (PEQ009) Are personnel parachute systems being maintained in a secure location?

C R NA UA PF
 Repeat
 Significant

130. (PEQ010) Does the unit only use authorized flotation devices, when required, during parachute operations?

C R NA UA PF
 Repeat
 Significant

131. (PEQ011) Does the unit have a maintenance program established for flotation devices?

C R NA UA PF
 Repeat
 Significant

SAFETY REVIEW ITEMS - Publications

132. (PUB001) Are publications readily available for parachute riggers to use?

C R NA UA PF
 Repeat
 Significant

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133. (PUB002) Are changes made to existing publications and the record of change updated with the appropriate information?

C R NA UA PF
 Repeat
 Significant

134. (PUB003) Are the publications reconciled and updated on a quarterly basis with the Maintenance Management Office or administration section?
Reference: MCO 5600.31 Series.

C R NA UA PF
 Repeat
 Significant

135. (PUB004) Does the paraloft have an effective publication control program?

C R NA UA PF
 Repeat
 Significant

136. (PUB005) Does the unit administrative office have a current list of publications used by the paraloft for the assignment of Individual Activity Codes (IACs)?

C R NA UA PF
 Repeat
 Significant

137. (PUB006) Is the paraloft using the internet (official DoD publication websites) to update and verify publications currency and accuracy?

C R NA UA PF
 Repeat
 Significant

138. (PUB007) Does the desktop/turnover have a written plan for the deployment of reference material and publications?

C R NA UA PF
 Repeat
 Significant

Legend: C = No Action Required R = Corrective Action Required
 NA = Not Applicable to Unit UA = Unable to survey
 PF = Feedback comments

139. (PUB008) Are instructions for using NAVMC 10772 Forms maintained in the desktop/turnover binder? Are unit publication users aware of the intended use of NAVMC 10772?

C R NA UA PF
 Repeat
 Significant

140. (PUB009) Are copies of the submitted NAVMC 10772 Forms maintained on hand for follow-up and historical records?

C R NA UA PF
 Repeat
 Significant

SAFETY REVIEW ITEMS - Stock List-3 (SL-3) Kits

141. (SL3001) Does the unit have current copies of the SL-3 for Drop Zone Kits?

C R NA UA PF
 Repeat
 Significant

142. (SL3002) Does the unit have current copies of the SL-3 for Aircraft Kits?

C R NA UA PF
 Repeat
 Significant

143. (SL3003) Does the unit have current copies of the applicable Parachute Loft Tool Kit Set A, B or C?

C R NA UA PF
 Repeat
 Significant

144. (SL3004) Does the paraloft have current copies of the Expendable Supply Kit?

C R NA UA PF
 Repeat
 Significant

Legend: C = No Action Required R = Corrective Action Required
NA = Not Applicable to Unit UA = Unable to survey
PF = Feedback comments

145. (SL3005) Does each kit have a record jacket?

C R NA UA PF
 Repeat
 Significant

146. (SL3006) Are monthly inventories being recorded on the appropriate SL-3 Inventory sheet?

C R NA UA PF
 Repeat
 Significant

147. (SL3007) Are all As Required (AR) items authorized in writing by the Commanding Officer?

C R NA UA PF
 Repeat
 Significant

148. (SL3008) Have identified short falls been placed on order?

C R NA UA PF
 Repeat
 Significant

149. (SL3009) Is weekly reconciliation with supply being completed in order to replace the items identified as a shortfall on the SL-3 Inventory sheet?

C R NA UA PF
 Repeat
 Significant

150. (SL3010) Does the unit maintain a record of recommended changes to the SL-3's?

C R NA UA PF
 Repeat
 Significant

Legend: C = No Action Required R = Corrective Action Required
NA = Not Applicable to Unit UA = Unable to survey
PF = Feedback comments

151. (SL3011) Are tools that are part of the SL-3 Kits incorporated into the tool control program?

C R NA UA PF
 Repeat
 Significant

152. (SL3012) Do the kits have a checklist readily available for pre and post operational checks?

C R NA UA PF
 Repeat
 Significant

153. (SL3013) Does the unit maintain a preflight comparison/operational checklist for the anemometers within the Drop Zone Kits?
Reference: MCWP 3-15.7.

C R NA UA PF
 Repeat
 Significant

154. (SL3014) Are SL-3 maintained in a clean and dry environment?

C R NA UA PF
 Repeat
 Significant

155. (SL3015) Are the SL-3 Kits clean and ready for use at all times?

C R NA UA PF
 Repeat
 Significant

SAFETY REVIEW ITEMS - Tool Control Program

156. (TCP001) Is there a tool control NCO assigned within the Paraloft?

C R NA UA PF
 Repeat
 Significant

Legend: C = No Action Required R = Corrective Action Required
NA = Not Applicable to Unit UA = Unable to survey
PF = Feedback comments

157. (TCP002) Is there a tool control program established?
Reference: MCO 3120.11.

C R NA UA PF
 Repeat
 Significant

158. (TCP003) Are tools that are assigned to other areas within the
paraloft part of the tool control plan?

C R NA UA PF
 Repeat
 Significant

159. (TCP004) Do the tools that are used directly in the packing of
parachute system have the required flags attached?
Reference: MCO 3120.11.

C R NA UA PF
 Repeat
 Significant

160. (TCP005) Is tool replacement done in a timely manner?

C R NA UA PF
 Repeat
 Significant

161. (TCP006) Are parachute packing tools counted after use?

C R NA UA PF
 Repeat
 Significant
