



5200

30 April 2009

## MEMORANDUM

From:   
M. E. Cutts, CAPT

FORCECOM (FC-7)  
CAPT Cutts

To: CG PACAREA (Pd)   
CG PACAREA (Pcs)

Subj: WMEC-270 CONSOLIDATED ASSESSMENT WORK GROUP

Ref: (a) CG PACAREA(Pd) memo 5200 of 11 Mar 09

1. FORCECOM PRECOMDET (FC-7) convened a work group to produce a detailed plan for conducting coordinated, consolidated and streamlined external assessment on a Medium Endurance Cutter (WMEC 270). This is one of three parallel work groups addressing the same issue; the other two groups will focus on achieving the same efficiencies for Air Stations and Sectors. Another objective of the group was the overall process by which FORCECOM could assess major cutters' mission readiness.
2. WMEC-270 cutters undergo several operational, administrative & engineering (mechanical & electronic) assessments. Overlaps exist between assessment programs resulting in wasted resources ashore and afloat. Redundant assessments consume valuable time in both preparation (self assessment) and during the actual assessment. By achieving efficiencies in the assessment process cutters could reprogram saved time to conduct maintenance and training and the Coast Guard could reduce required travel. In addition, cutters need dedicated training time to properly prepare for multi-mission operations rather than scheduling training as operations permit. Cutter personnel turn over year round resulting in a continuous training cycle in preparation for patrols.
3. Work group representatives for each assessment met and discussed their program goals, enclosure (1). The desired outcome of the consolidated assessment should be to assess and improve unit readiness to execute Coast Guard missions. The work group reviewed each assessment checklist for overlaps between programs, and de-conflicted overlaps to minimize redundancies, enclosure (2). In addition, the work group identified policy concerns which could prevent consolidation. Areas were identified that were of such importance that they should be inspected by several assessment programs (e.g. safety and environmental health). This would be accomplished by conducting the FSAT, SMART/CART and IDHS six months apart. Once the overlaps were identified, the programs were analyzed to identify where savings or efficiencies could be achieved by combining assessment efforts. The final step resulted in a consolidated and coordinated assessment schedule centered around Command Assessment of Readiness for Training (CART) conducted on an 18 month cycle, enclosure (3).

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4. The group also reviewed existing assessment databases for an existing system that could easily be modified to the workgroup's needs and quickly fielded. The MIDAS (MLC Compliance) MLCA(vad) Naval Engineering Compliance Assessment databases were examined, and information was gathered on the Hazardous Condition Management System database being developed by MLCLANT(kse). The workgroup agreed there needs to be a common database for all assessment checklists, a common checklist format with similar required fields. The database should also have the capability to:

- Reveal unit trends, fleet-wide readiness, and assessment trends, etc.
- Display top ten common discrepancies by unit or unit type
- Store all assessment checklists with links to references
- Allow inspection programs to easily modify existing checklists, and create and integrate new checklists and programs
- Allow access by units to download checklists for self assessment prior to visits
- Conduct unit self-assessment online and provide improved tools for units to accurately and non-intrusively conduct self assessments
- Compare unit self assessment results with initial inspector discrepancies and final assessment discrepancies
- Allow assessors to record visit results while on-site during assessment
- Allow initial report generation on-site prior to departure of inspectors
- Allow subsequent review by program management personnel
- Allow electronic report delivery to unit and chain of command
- Allow online display of results by single assessment, by aggregate assessments, by unit, unit type, District, regions, etc. (this will result in much wider visibility of unit results)
- Generate automatic email reminders prompting discrepancy corrective action
- Track the unit progress for correcting discrepancies and allow units to update corrective action online
- Track upcoming assessments by type and unit with scheduling fields(date of last assessment, when assessment is due, and scheduled date of future assessment)

5. The following policy issues were identified:

- a. MLCA & P (k) - Health, Safety and work life desire to keep the redundancies within the checklists to ensure more frequent outside inspections to visit the unit. Health and Safety items are important to maintaining a safe work environment on board aging cutters. Desired frequency would be 3 independent visits spread out over 24 months.
- b. Information assurance assessment must be conducted no more than 12 months from last certification or the IT systems lose certification.
- c. EKMS inspections must be random and unannounced (short notice) IAW Navy policy.
- d. The aviation facilities certification (AVCERT) is conducted by U.S. Navy personnel and is required for DOD certification. ATC Mobile has started research on the possibility of

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training Coast Guard personnel to conduct these certification visits. This could allow more scheduling flexibility than the current arrangement.

6. The work group determined the following efficiencies could be accomplished:
  - a. Minimizing checklist redundancies increases available maintenance and training time on the cutter. For example, a cutter division would only have to prepare once for assessment instead of three times on the same topic.
  - b. Scheduling all assessments in one time period consolidates assessments vice having assessments randomly scattered across inconsistent time frames (e.g. 12-36 months).
  - c. There are significant benefits of consolidating all inspection programs under this management and reporting framework, even if the physical inspection does not occur in conjunction with the consolidated inspection process. These benefits include standardized report formatting, increased visibility of results, and improved self assessment tools.
7. Potential costs:
  - a. A potential downfall of consolidating assessments within one time period is the overall time required for a major cutter to conduct adequate self assessments prior to scheduled assessment. Cutters typically prepare for 1-2 assessments per inport period, not 18 at once. Eight weeks of unencumbered homeport preparation time would be sufficient. Some preparations may be conducted at sea as operations permit, however; this time should not be relied on as optempo is unpredictable.
  - b. Conducting all assessments at one time reduces rescheduling flexibility if the cutter or assessors can not conduct the assessment due to weather, equipment casualties or readiness. In addition, some teams split their time between assessments and other tasks (e.g. CASREP response, completing Preventive Maintenance that is beyond the unit level, etc), and may be unavailable to conduct assessments during the consolidated assessment period. This could very well require cutters to undergo one or more inspections, or sections of inspections, outside of the consolidated inspection regime.
8. The representatives identified a common trend of a significant discrepancy between unit self assessment and the Subject Matter Expert assessor's review of the program. The work group felt that the discrepancy resulted more from cutter personnel knowledge gaps rather than untruthfulness on the part of the self assessors. A major goal of the consolidated inspection effort will be improved self-assessment tools and increased reliance on maintenance programs and self-monitoring by cutters.
9. Only Safety, Command Security Evaluation, EKMS, COMTAC and NATO formally require mid-period self assessment. In an effort to maintain consistent readiness between

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assessments mid period self assessments could be required as a measure of mid-period compliance with requirements.

10. Several significant differences were identified between how major cutters, air stations and small boat stations operate. Operationally limiting standards do not exist for major cutters except for aviation operations, and cutter Commanding Officers do not have the authority to waive material or training discrepancies which affect aviation operations. Major cutters experience unique conditions not tolerated in other operational fields of the Coast Guard and potentially assume more risk due to inconsistent standards or lack of mission limiting standards.
  - a. During the summer transfer season, cutters sail on patrol with as much as 50% of the crew unqualified in watch positions. In addition, most cutters are optimally manned with the minimum number of people to operate. Helicopters and small boats do not conduct any operations with almost half of the billeted crew unqualified in their duties.
  - b. Helicopters and small boats have dedicated time to conduct training. Major cutters have dedicated patrol time during which cutters patrol and conduct training on a not to interfere basis.
  - c. Helicopters and small boats for the most part, have standardized procedures while major cutters have the option of customizing operating procedures. Standardized procedures reduce the time required for training incoming personnel with previous experience. Configuration management also supports standardized procedures and interoperability.
  - d. A cutter assessed with an underway restrictive preventing training at TACT is not prevented from sailing and performing SAR, HLS, or LE missions. A helicopter crew with a similar restrictive can not fly unless the conditions are rectified.
11. Way Ahead. I recommend:
  - a. Forwarding these results via memorandum to the participating commands and soliciting their support to achieve the identified efficiencies.
  - b. Coordinating with CG LANTAREA(Arec) to schedule a consolidated assessment aboard CGC CAMPBELL in late 2009.
  - c. Working with the Product Lines as they implement Logistics Compliance Inspections (LCIs). As we transition into the Coast Guard Business Model, LCIs are anticipated to be performed for WMEC-270 cutters and other Coast Guard units. LCIs are used by the Aviation Logistics Command and are currently being tailored for the Sectors. As the Product Lines come on line with the LCI, a similar effort will be required to eliminate redundancies between multiple assessments for other Coast Guard units.

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Subj: WMEC-270 CONSOLIDATED ASSESSMENT  
WORKGROUP

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Encl: (1) Assessment/STAN Program Goals/Desired Outcomes  
(2) Checklist Changes  
(3) Consolidated Assessment Schedule

## Assessment Outcomes

1. **Ship-Helo STAN:** Cutter crew is qualified to conduct ship-helicopter operations and all aviation related equipment and PPE is 100% operational.
2. **Cutter Boat STAN:** Cutter knows what to do to be in compliance with all RSS and boat operations requirements and policies.
3. **Food Service Assistance and Training (FSAT) Team:** To improve the overall quality and ensure compliance with standards within the areas of dining facility management, admin, safety, sanitation and food preparation.
4. **Command Assessment of Readiness and Training (CART):** CART is an overall assessment of the cutter's OBTT and its material and administrative readiness for operations and training.
5. **Tailored Annual Cutter Training (TACT):** On Board Training Teams (OBTTS) are validated to conduct on board training.
6. **Ordnance Technical Inspection (OTI):** Cutter's weapons systems (76mm GWS, MK92 FCS, MK36 SRBOC, .50cal MGs) operating at 100% readiness and all administrative and PMS procedures are being followed.
7. **Command Security Evaluation (CSE):** 100% compliant with security requirements or corrective action completed within 60 days.
8. **Electronic Key Management System (EKMS):** 100% compliance with EKMS requirements or recommendations provided to correct identified discrepancies with a plan of action.
9. **Information Assurance:** 100% compliance with all high-level requirements and correct all medium and low-level requirements under a POA&M within 1 year.
10. **Centralized Supply System/CMPLUS:** know how to use the software and demonstrate future ability to use all software functions. Important to maintain database integrity and update the DB on a daily basis.
11. **Independent Duty Health Services Technician (IDHS) Support and Oversight Visit:** Ensures the IDHS deliver care and services on behalf of the CG Health System IAW applicable regulations, directives, and policies.
12. **SMART:** Risk exposure control processes are functional.
13. **CLEAR:** Provide refresher training to assist units with their annual and semi-annual Maritime Law Enforcement recertification requirements. Mentor, train and assist unit "HL" designated personnel to enhance their unit level Maritime Law Enforcement training program.
14. **Finance and Administrative Assessment (Existing MLC Compliance Inspection):** Ensure the unit complies with applicable requirements of laws, regulations, directives, and policies in the admin, finance and supply areas.

WMEC CONSOLIDATED CHECKLIST REVISIONS

WMEC CONSOLIDATED CHECKLIST REVISIONS							
QUESTION #	QUESTION	REFERENCE	OLD CHECKLIST	OLD POC	NEW CHECKLIST	NEW POC	APPROVAL AUTHORITY
CART C3I Section III.A.3	Are personnel who required "RESTRICTED" access to comms spaces authorized by entry in the visitors log and escorted. Does the log contain all required information	5510.23	CART C3I Section III.A.3	ATG; LCDR Tucker	Classified Information Management Program (CIMP)	PACAREA (Pts) FC-751; CWO Peters	FC-7; CG-751
CART C3I Section III.A.3.a	Is register maintained on file for 2 years, after date of last entry?	5510.23	CART C3I Section III.A.3.a	ATG; LCDR Tucker	Classified Information Management Program (CIMP)	PACAREA (Pts) FC-751; CWO Peters	FC-7; CG-751
CART C3I Section IV.4	Have crypto maintenance personnel granted access to the Secure Electronic information Processing Center been granted limited access based upon appropriate clearance commensurate with the performance of the duties?	EKMS 3B	CART C3I Section IV.4	ATG; LCDR Tucker	EKMS	PACAREA (Pts) FC-751; CWO Peters	FC-7; CG-751
CART C3I Section IV.5	Is a list of individuals who have been granted access to classified communications spaces maintained and is it posted conspicuously in close proximity to the communications entrance(s)?	5510.23	CART C3I Section IV.5	ATG; LCDR Tucker	Classified Information Management Program (CIMP)	PACAREA (Pts) FC-751; CWO Peters	FC-7; CG-751
CART C3I Section IV.6	Is there an effective identification procedure implemented to gain access to classified spaces?	5510.23	CART C3I Section IV.6	ATG; LCDR Tucker	Classified Information Management Program (CIMP)	PACAREA (Pts) FC-751; CWO Peters	FC-7; CG-751
CART C3I Section IV.7	Have the access pointes to all security areas been designated security areas and appropriate notice posted (RESTRICTED AREA)?	5530.1	CART C3I Section IV.7	ATG; LCDR Tucker	Physical Security	PACAREA (Pts) FC-751; CWO Peters	FC-7; CG-751
CART C3I Section IV.10	Is the SF-700 posted inside each safe container of classified material? Does SF-700 contain the following?	5510.23	CART C3I Section IV.10	ATG; LCDR Tucker	Classified Information Management Program (CIMP)	PACAREA (Pts) FC-751; CWO Peters	FC-7; CG-751
CART C3I Section IV.10.a	Date when the combination was last changed and has the combination change and POCs if container is found open?	5510.23	CART C3I Section IV.10.a	ATG; LCDR Tucker	Classified Information Management Program (CIMP)	PACAREA (Pts) FC-751; CWO Peters	FC-7; CG-751
CART C3I Section IV.10.b	Name of person making combination change and POCs if container is found open?	5510.23	CART C3I Section IV.10.b	ATG; LCDR Tucker	Classified Information Management Program (CIMP)	PACAREA (Pts) FC-751; CWO Peters	FC-7; CG-751
CART C3I Section IV.10.c	List of personnel having knowledge of combination?	5510.23	CART C3I Section IV.10.c	ATG; LCDR Tucker	Classified Information Management Program (CIMP)	PACAREA (Pts) FC-751; CWO Peters	FC-7; CG-751
CART C3I Section IV.11	Is a record of all safe combinations containing classified material maintained in an envelope, properly classified and kept on file by the Classified Material Control Officer (CMCO) or another person designated by the Commanding Officer?	5510.23	CART C3I Section IV.11	ATG; LCDR Tucker	Classified Information Management Program (CIMP)	PACAREA (Pts) FC-751; CWO Peters	FC-7; CG-751
COBR-1	Protection of Backup and Restoration Assets: Procedures are in place assure the appropriate physical and technical protection of the backup and restoration hardware, firmware, and software, such as router tables, compilers, and other security-related system software. [Security Managers certify the spaces that hold classified information. The offsite storage is usually at a different unit, will require documentation or physical check of offsite storage location]	M5530.1C	Information Assurance MAC II Controls/Physical Security	CG-62/CG-86/PACAREA (Pts); LT DeGeorge	Physical Security	PACAREA (Pts) FC-751; CWO Peters	CG-86
COEB-1	Enclave Boundary Defense: Enclave boundary defense at the alternate site provides security measures equivalent to the primary site. [Will require documentation or physical check of offsite storage location]	M5530.1C	Information Assurance MAC II Controls/Physical Security	CG-62/CG-86/PACAREA (Pts)	Physical Security	PACAREA (Pts) FC-751; CWO Peters	CG-86
PECF-2	Access to Computing Facilities: Only authorized personnel with appropriate clearances are granted physical access to computing facilities that process classified information. [Security managers already accomplish this.]	M5530.1C	Information Assurance MAC II Controls/Physical Security	CG-62/CG-86/PACAREA (Pts); LT DeGeorge	Physical Security	PACAREA (Pts) FC-751; CWO Peters	CG-86

WMEC CONSOLIDATED CHECKLIST REVISIONS

QUESTION #	QUESTION	REFERENCE	OLD CHECKLIST	OLD POC	NEW CHECKLIST	NEW POC	APPROVAL AUTHORITY
PECS-2	Clearing and Sanitizing: All documents, equipment, and machine-readable media containing classified data are cleared and sanitized before being released outside its security domain according to DoD 5200.1-R. [Already accomplished by security managers. Material is stored/marked properly for transit, people are brief'd to handle material and proper handling outside of CG.]	M5520.12, M5510.23, Chapt 3.	Information Assurance MAC II Controls/Physical Security	CG-62/CG-86/PACAREA (Pts); LT DeGeorge	Personal Security/Physical Security	PACAREA (Pts) FC-751; CWO Peters	CG-86
PEDD-1	Destruction: All documents, machine-readable media, and equipment are destroyed using procedures that comply with DoD policy (e.g., DoD 5200.1-R). [Need to verify destruction requirements and confirmation that Security Managers can inspect for NATO Requirements with CG-86]	M5530.1C, M5500.19	Information Assurance MAC II Controls/NATO Security	CG-62/CG-86/PACAREA (Pts); LT DeGeorge	Physical Security & NATO Physical Security	PACAREA (Pts) FC-751; CWO Peters	CG-86/TIS-332
PEEL-2	Emergency Lighting: An automatic emergency lighting system is installed that covers all areas necessary to maintain mission or business essential functions, to include emergency exits and evacuation routes. [Security managers inspect emergency lighting for restricted areas only, will need to add all areas necessary to maintain mission or business essential functions, to include emergency exits and evacuation routes.]	M5530.1C	Information Assurance MAC II Controls/Physical Security	CG-62/CG-86/PACAREA (Pts); LT DeGeorge	Physical Security	PACAREA (Pts) FC-751; CWO Peters	CG-86
PEPF-2	Physical Protection of Facilities: Every physical access point to facilities housing workstations that process or display classified information is guarded or alarmed 24 X 7. Intrusion alarms are monitored. Two (2) forms of identification are required to gain access to the facility (e.g., ID badge, key card, cipher PIN, biometrics). A visitor log is maintained. [Security managers already accomplish this.]	M5530.1C	Information Assurance MAC II Controls/Physical Security	CG-62/CG-86/PACAREA (Pts); LT DeGeorge	Physical Security	PACAREA (Pts) FC-751; CWO Peters	CG-86
PESP-1	Workplace Security Procedures: Procedures are implemented to ensure the proper handling and storage of information, such as end-of-day security checks, unannounced security checks, and, where appropriate, the imposition of a two-person rule within the computing facility. [Security managers already accomplish this.]	M5510.23, M5500.19	Information Assurance MAC II Controls/Physical Security/NATO Security	CG-62/CG-86/PACAREA (Pts)/TIS-332; LT DeGeorge	Physical Security	PACAREA (Pts) FC-751; CWO Peters	CG-86/TIS-332
PESS-1	Storage: Documents and equipment are stored in approved containers or facilities with maintenance and accountability procedures that comply with DoD 5200.1-R. [Security managers already accomplish this.]	M5510.23, M5500.19	Information Assurance MAC II Controls/Physical Security/NATO Security	CG-62/CG-86/PACAREA (Pts)/TIS-332; LT DeGeorge	Physical Security	PACAREA (Pts) FC-751; CWO Peters	CG-86/TIS-332
PEVC-1	Visitor Control: Obtain copies of the security policy, security concept of operations and other applicable procedures. [Security managers already accomplish this.]	M5510.23, M5530.1C	Information Assurance MAC II Controls/Physical Security	CG-62/CG-86/PACAREA (Pts); LT DeGeorge	Information Security	PACAREA (Pts) FC-751; CWO Peters	CG-86/TIS-332
PRAS-2	Access to Information: Individuals requiring access to classified information are processed for access authorization in accordance with DoD personnel security policies. [Security managers already accomplish this.]	M5520.12	Information Assurance MAC II Controls/Personal Security	CG-62/CG-86/PACAREA (Pts); LT DeGeorge	Personal Security	PACAREA (Pts) FC-751; CWO Peters	CG-86/TIS-332

WMEC CONSOLIDATED CHECKLIST REVISIONS

QUESTION #	QUESTION	REFERENCE	OLD CHECKLIST	OLD POC	NEW CHECKLIST	NEW POC	APPROVAL AUTHORITY
PRMP-2	Maintenance Personnel: Maintenance is performed only by authorized personnel. The processes for determining authorization and the list of authorized maintenance personnel is documented. Except as authorized by the DAA, personnel who perform maintenance on classified DoD information systems are cleared to the highest level of information on the system. Cleared personnel who perform maintenance on a classified DoD information systems require an escort unless they have authorized access to the computing facility and the DoD information system. If uncleared or lower-cleared personnel are employed, a fully cleared and technically qualified escort monitors and records all activities in a maintenance log. The level of detail required in the maintenance log is determined by the IAM. All maintenance personnel comply with DAA requirements for U.S. citizenship, which are explicit for all classified systems. [Security managers already accomplish this; will need to add specific requirements to check maintenance personnel in log]		Information Assurance MAC II Controls/Physical Security	CG-62; LT DeGeorge	Personal Security	PACAREA (Pts) FC-751; CWO Peters	CG-86/TIS-332
PRNK-1	Access to Need-to-Know Information: Only individuals who have a valid need-to-know that is demonstrated by assigned official Government duties and who satisfy all personnel security criteria (e.g., IT position sensitivity background investigation requirements outlined in DoD 5200.2-R) are granted access to information with special protection measures or restricted distribution as established by the information owner. [Security managers already accomplish this.]	M5520.12, 5510.23 part 4	Information Assurance MAC II Controls/Personal Security	CG-62/CG-86/PACAREA (Pts); LT DeGeorge	Personal Security	PACAREA (Pts) FC-751; CWO Peters	CG-86/TIS-332
Engineering Section IX A. Logs & Records MGMT Program - 1.	Machinery History - Maintained in CMplus, units not equipped with CMplus, use Form CG-2929 or electronic equivalent	(Ref g. Ch 090)	CART / SMART	ATG; LCDR Tucker	CMplus Maintenance Assist	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC &
Physical Inventory Management (OM&S) - F1.	Does the unit hold Operating Material and Supplies (OM&S)?	<a href="#">Supply Policy and Procedures Manual</a> , <a href="#">COMDTINST M4400.19 (series)</a>	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F2.	Are the following responsibilities designated to individuals in writing:	Ref. (a), Chapter 3, Section E, page 3.E.5	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F2.	PICO – Physical Inventory Control Officer	Ref. (a), Chapter 3, Section E, page 3.E.5	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F2.	CT – Count Team	Ref. (a), Chapter 3, Section E, page 3.E.5	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F2.	RA – Research/Adjustment Analyst	Ref. (a), Chapter 3, Section E, page 3.E.5	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F3.	3. Has the unit entered all OM&S, including type 3 & 5 aeronautical material, into a prescribed electronic stock record? The accounting system, as a minimum, must include description with stock number, location, quantity and valuation.	Ref. (a), Chapter 3, Section CE, page 3.C.1 thru 3.C.2, and Section G, Pages 3.G.1 thru 3.G.3 and Enclosure F)	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F4.	4. Are all inventory items in storage marked, tagged or labeled with either the NSN, ACN, Part or Cage Number?	Ref. (a), Chapter 4, Section D, page 4.D.1	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8

WMEC CONSOLIDATED CHECKLIST REVISIONS

QUESTION #	QUESTION	REFERENCE	OLD CHECKLIST	OLD POC	NEW CHECKLIST	NEW POC	APPROVAL AUTHORITY
F5.	5. Are all inventory storage locations marked with the standard storeroom locator system, properly maintained, cleaned and secured?	Ref. (a), Chapter 4, Section D, page 4.D.1 thru 4.D.8	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F6.	6. Does the unit maintain a tracking system to ensure repairable parts are returned?	Ref. (a), Chapter 3, Section K, page 3.K.1 thru 3.K.13	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F6.	Number of MTR/DLR surveyed over the last 12 months ____.	Ref. (a), Chapter 3, Section K, page 3.K.1 thru 3.K.13	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F6.	Number of MTR/DLR carcasses awaiting turn-in ____.	Ref. (a), Chapter 3, Section K, page 3.K.1 thru 3.K.13	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F6.	Number of MTR/DTR carcasses overdue (Replacement has been received) ____.	Ref. (a), Chapter 3, Section K, page 3.K.1 thru 3.K.13	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F7.	7. Has the unit researched and assigned prices/values to its line items, including zero-priced items, carried in the OM&S inventory?	Ref. (a), Chapter 3, Section E, and Section G, page 3.G.2	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F7.	Records indicate there are ____ zero priced items to be researched.	Ref. (a), Chapter 3, Section E, and Section G, page 3.G.2	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F8.	8. When differences are found between quantities on hand and record quantity, are adjustments made to a prescribed electronic stock record	Ref. (a), Chapter 3, Section E, page 3.E.1 and pages 3.E.14 thru 3.E.17	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F9.	9. Are the required scheduled and non-scheduled inventories being conducted (MRPI 1 <sup>st</sup> , 2 <sup>nd</sup> and 3 <sup>rd</sup> quarter, Statistical random sample 4 <sup>th</sup> quarter)? Are the error percentages within the acceptable range, ANSI standard, for the type of unit?	Ref. (a), Chapter 3, Section E, page 3.E.1 thru 3.E.3 and 3.E.6 thru 3.E.12	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F9.	The prescribed sample size is ____	Ref. (a), Chapter 3, Section E, page 3.E.1 thru 3.E.3 and 3.E.6 thru 3.E.12	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F9.	and the numbers of allowable errors are ____.	Ref. (a), Chapter 3, Section E, page 3.E.1 thru 3.E.3 and 3.E.6 thru 3.E.12	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F9.	Dates of last two inventory samples, sample size, and accuracy percentages:	Ref. (a), Chapter 3, Section E, page 3.E.1 thru 3.E.3 and 3.E.6 thru 3.E.12	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F9.	Date:_____ Sample Size:_____ Errors: _____	Ref. (a), Chapter 3, Section E, page 3.E.1 thru 3.E.3 and 3.E.6 thru 3.E.12	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F10.	10. Has the unit properly reconciled inventory actions and updated the inventory control records?	N/A	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F11.	11. If the unit failed two consecutive MRPI's or the 4 <sup>th</sup> quarter Statistical Random Sample, was a wall-to wall inventory conducted within 45 days of the signature date of the last inventory?	Ref. (a), Chapter 3, Section E, pages 3.E.2 and 3.E.4	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F12.	12. Does the unit report the results of inventories by sending a memorandum to the Commanding Officer/Officer-in-Charge and electronically at <a href="http://iccp.elcbalt.uscg.mil">http://iccp.elcbalt.uscg.mil</a>	Ref. (a), Chapter 3, Section E, pages 3.E.4 and 3.E.10 thru 3.E.13	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F13.	13. Has the unit completed the fiscal year end inventory certification of OM&S?	Ref. (a), Chapter 3, Section E, pages 3.E.12 thru 3.E.13	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F14.	14. Has the Commanding Officer signed and submitted a letter to FINCEN (fr) certifying the completion of the year end inventory?	Ref. (a), Chapter 3, Section E, pages 3.E.12 thru 3.E.13	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8

WMEC CONSOLIDATED CHECKLIST REVISIONS

QUESTION #	QUESTION	REFERENCE	OLD CHECKLIST	OLD POC	NEW CHECKLIST	NEW POC	APPROVAL AUTHORITY
F15.	15. Does the unit keep the quarterly inventory memorandum, supporting documentation, disposition documents (BK1 documents, surveys, DD-1149s), shipping/receiving documents and annual certifications on file for three years?	Ref. (a), Chapter 3, Section E, page 3.E.13	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F16.	16. Does the unit submit quarterly data extracts to the designated central system?	Ref. (a), Chapter 3, Section E, page 3.E.4; Ref (b)	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F16.	Units that are deployed shall send a message by the last day in the reporting window to COMDT (CG-842) capturing the total dollar value of material in stock as of the ending date.	Ref. (a), Chapter 3, Section E, page 3.E.4; Ref (b)	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F16.	Date of last TAV submission: ___/___/___	Ref. (a), Chapter 3, Section E, page 3.E.4)	MLC Compliance Inspection Program Financial Programs	MLC Compliance; CWO Jones	CS/CMplus & CFO ACT Readiness Measure of Effectiveness	MLCPAC CMplus/CSS Linda M. Atkins	CG-45/SFLC & CG-8
F.1	Are combinations to all security containers changed as required?	5530.1C 2.G.1	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	duplicated on CIMF	PACAREA (Pts) FC-751; CWO Peters	None required; removing duplicated question within program check lists.
F.2	Is the SF-700 used and appropriately stored?	2.G.2	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	duplicated on CIMF	PACAREA (Pts) FC-751; CWO Peters	None required; removing duplicated question within program check lists.
F.3	Is an SOP affixed to the outside of the container?	2.G.2	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	duplicated on CIMF	PACAREA (Pts) FC-751; CWO Peters	None required; removing duplicated question within program check lists.
F.4	Is the SF 701 used and retained for three months?	2.G.3	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	duplicated on CIMF	PACAREA (Pts) FC-751; CWO Peters	None required; removing duplicated question within program check lists.
F.5	Is the SF 702 used and retained for three months?	2.G.4	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	duplicated on CIMF	PACAREA (Pts) FC-751; CWO Peters	None required; removing duplicated question within program check lists.
Part III 1	What categories of arms are stored at the unit?	3.G.1	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Ordnance Technical Inspection (OTI)	MLC(vr-7); GMCS Clarin	CG-86/Ordnance
2	What categories of A&E are stored at the unit?	3.G.2	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Ordnance Technical Inspection (OTI)	MLC(vr-7); GMCS Clarin	CG-86/Ordnance
3	Are privately-owned weapons properly stored at the unit?	3.A	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Ordnance Technical Inspection (OTI)	MLC(vr-7); GMCS Clarin	CG-86 (Duplicate on OTI)
4	Have any AA&E waivers or exceptions been granted?	3.D	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Ordnance Technical Inspection (OTI)	MLC(vr-7); GMCS Clarin	CG-86/Ordnance
5	Has the unit issued appropriate written policies to cover all phases of AA&E security, including armed response forces?	3.F.2	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Ordnance Technical Inspection (OTI)	MLC(vr-7); GMCS Clarin	CG-86 (Duplicate on OTI)
6	Is access to AA&E storage areas limited only to designated persons and an access list posted inside the area?	3.I.1	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	PERSEC	CG-86	CG-86 (New Line Item)
7	If more than one unit stores weapons in the same area, are the weapons properly segregated?	3.I.2	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Ordnance Technical Inspection (OTI)	MLC(vr-7); GMCS Clarin	CG-86 (Duplicate on OTI)
8	Are keys to AA&E storage areas and IDSS maintained separately from other keys, and limited to only those names appearing on the access list?	3.J.1	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Ordnance Technical Inspection (OTI)	MLC(vr-7); GMCS Clarin	CG-86 (Duplicate on OTI)
9	Are keys to AA&E storage areas properly protected when unattended?	3.J.1.b	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Ordnance Technical Inspection (OTI)	MLC(vr-7); GMCS Clarin	CG-86 (Duplicate on OTI)
10	Has an AA&E key control officer been designated in writing?	3.J.2	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Ordnance Technical Inspection (OTI)	MLC(vr-7); GMCS Clarin	CG-86 (Duplicate on OTI)

WMEC CONSOLIDATED CHECKLIST REVISIONS

QUESTION #	QUESTION	REFERENCE	OLD CHECKLIST	OLD POC	NEW CHECKLIST	NEW POC	APPROVAL AUTHORITY
11	Are key control registers retained for six months?	3.J.3	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Ordnance Technical Inspection (OTI)	MLC(vr-7); GMCS Clarin	CG-86 (Duplicate on OTI)
14	Are AA&E storage areas designated as restricted areas and posted?	3.M.1	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Ordnance Technical Inspection (OTI)	MLC(vr-7); GMCS Clarin	CG-86 (Duplicate on OTI)
17	Are Category I - IV arms properly stored?	3.P.1	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Ordnance Technical Inspection (OTI)	MLC(vr-7); GMCS Clarin	CG-86/Ordnance
18	Are Category I and II arms supported by an IDS or live watch?	3.P.1	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Ordnance Technical Inspection (OTI)	MLC(vr-7); GMCS Clarin	CG-86/Ordnance
19	Are containers on casters or those weighing less than 500 pounds secured to the structure?	3.P.2	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Ordnance Technical Inspection (OTI)	MLC(vr-7); GMCS Clarin	CG-86/Ordnance
20	Are Arms Racks properly maintained and secured?	3.P.3	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Ordnance Technical Inspection (OTI)	MLC(vr-7); GMCS Clarin	CG-86 (Duplicate on OTI)
23	Are receipts and proper physical security maintained?	3.P.4.b	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Ordnance Technical Inspection (OTI)	MLC(vr-7); GMCS Clarin	CG-86 (Duplicate on OTI)
24	Are AA&E properly stored in an approved container or magazine?	3.Q.1	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Ordnance Technical Inspection (OTI)	MLC(vr-7); GMCS Clarin	CG-86 (Duplicate on OTI)
25	Do armories meet the required construction specifications?	3.R	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	N/A	MLC(vr-7); GMCS Clarin	
27	Do shipboard doors and hatches meet the required standards?	3.T	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Ordnance Technical Inspection (OTI)	MLC(vr-7); GMCS Clarin	CG-86 (Duplicate on OTI)
Part VI 1	Have dedicated funds storage/handling areas been designated as restricted areas?	6.A.	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	MLC Compliance Funds	FC-752 Finance & Admin Assessment; LT Alday (510) 437-3890	N/A (Duplicate)
2	Have command specific control, safeguarding and emergency procedures been developed and published?	6.B.1.c & d	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	MLC Compliance Funds	FC-752 Finance & Admin Assessment; LT Alday (510) 437-3890	CG-86/MLC
3	Are funds stored in the required container in a locked room?	6.E.1	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	MLC Compliance Funds	FC-752 Finance & Admin Assessment; LT Alday (510) 437-3891	N/A (Duplicate)
4	Are funds stored in the same container as prohibited material?	6.E.3.	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	MLC Compliance Funds	FC-752 Finance & Admin Assessment; LT Alday (510) 437-3892	CG-86/MLC
5	Are containers on casters or those weighing less than 500 pounds secured to the structure?	6.E.3.b	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	MLC Compliance Funds	FC-752 Finance & Admin Assessment; LT Alday (510) 437-3893	CG-86/MLC
6	Are storage containers illuminated as appropriate?	6.E.3.c	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	MLC Compliance Funds	FC-752 Finance & Admin Assessment; LT Alday (510) 437-3894	CG-86/MLC
7	Are storage container records properly used and maintained?	6.E.4	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	request to be removed		CG-86
8	Are recorded money packs (for ashore units) kept in security containers for funds in excess of \$2K?	6.F	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	request to be removed		CG-86
9	Is the record stored in a separate container?	6.F.2	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	request to be removed		CG-86
10	Is the combination/key envelope appropriately stored in a GSA approved container?	6.G.1	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	MLC Compliance Funds	FC-752 Finance & Admin Assessment; LT Alday (510) 437-3894	N/A (Duplicate)
11	Are the combinations and keys to containers changed as required?	6.G.3 & 4	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	MLC Compliance Funds	FC-752 Finance & Admin Assessment; LT Alday (510) 437-3894	N/A (Duplicate)
12	Is security lighting adequate?	6.H	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	request to be removed		CG-86
13	If an IDS is used, are warning signs posted?	6.I.1	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	request to be removed		CG-86
14	Are escorts or a contract armored car service used for funds transport?	6.J.1	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	request to be removed		CG-86
15	Are routes and times of funds transport detail's departure varied?	6.J.3	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	request to be removed		CG-86
16	Are Penalty Postage Meters being properly safeguarded?	6.K	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	MLC Compliance Funds	FC-752 Finance & Admin Assessment; LT Alday (510) 437-3894	N/A (Duplicate)

WMEC CONSOLIDATED CHECKLIST REVISIONS

QUESTION #	QUESTION	REFERENCE	OLD CHECKLIST	OLD POC	NEW CHECKLIST	NEW POC	APPROVAL AUTHORITY
17	Are Government Credit Cards being properly safeguarded?	6.L	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	MLC Compliance Funds	FC-752 Finance & Admin Assessment; LT Alday (510) 437-3894	N/A (Duplicate)
18	Are Travelers Checks being properly safeguarded?	6.M	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	MLC Compliance Funds	FC-752 Finance & Admin Assessment; LT Alday (510) 437-3894	N/A (Duplicate)
19	Does the Physical Security Plan include a robbery plan that is coordinated with local law enforcement agencies and/or host facility?	6.N.1	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	request to be removed		CG-86
20	Is the plan tested annually for funds in excess of \$2K?	6.N.3	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	request to be removed		CG-86
21	Is annual robbery prevention training presented to funds handlers?	6.N.4	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	request to be removed		CG-86
Part VII Private Motor Vehicle Registration Questions 1-7	Entire Section is N/A to Cutter	5530.1C Ch. 7.	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	N/A	N/A	
Part IX 3	Are losses properly reported?	9.D.2	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	MLC Finance	FC-752 Finance & Admin Assessment; LT Alday (510) 437-3894	CG-86/MLC
4	Are reports of recovery sent to all addresses initially notified of the loss?	9.D.3	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	MLC Finance	FC-752 Finance & Admin Assessment; LT Alday (510) 437-3894	CG-86/MLC
5	Are AA&E losses reported in accordance with Ordnance Manual, COMDTINST M8000.2 (Series)?	9.D.6	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	OTI	MLC(vr-7); GMCS Clarin	CG-86/Ordnance
6	Are proper inventory controls established?	9.G	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	MLC Finance	FC-752 Finance & Admin Assessment; LT Alday (510) 437-3894	CG-86/MLC(k)
Part X Security / Police Forces Questions 1-34	Entire Section is N/A to Cutters		Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Independent Duty Health Services Technician (IDHS) Support and Oversight Visit	MLC(k); HSCM Utley	CG-86/MLC(k)
Part XI 1	Have dedicated controlled medical substance storage/handling areas been designed as restricted areas?	11.A.1	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Independent Duty Health Services Technician (IDHS) Support and Oversight Visit	MLC(k); HSCM Utley	CG-86/MLC(k)
	Are controlled medical substances stored in the required container in a locked room?	11.B.2 & 3	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Independent Duty Health Services Technician (IDHS) Support and Oversight Visit	MLC(k); HSCM Utley	CG-86/MLC(k)
	Are controlled medical substances stored in the same container as prohibited material?	11.B.4	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Independent Duty Health Services Technician (IDHS) Support and Oversight Visit	MLC(k); HSCM Utley	CG-86/MLC(k)
	Are containers on casters or those weighing less than 500 pounds secured to the structure?	11.B.6	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Independent Duty Health Services Technician (IDHS) Support and Oversight Visit	MLC(k); HSCM Utley	CG-86/MLC(k)
	Are storage container records properly used and maintained?	11.B.7 & 8	Physical Security	CG-86 / PACAREA (Pts); CWO Peters	Independent Duty Health Services Technician (IDHS) Support and Oversight Visit	MLC(k); HSCM Utley	CG-86/MLC(k)
5	Is all classified material (U.S. and NATO) controlled and handled per COMDTINST M5510.23 (Series)?	M2600.1J (1.Q)	COMTAC Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
8	Are certificates of destruction filed locally when required per COMDTINST M5510.23?	(1.H.1.d)	COMTAC Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
10	Do personnel performing destruction possess a clearance equal to the level of material being destroyed?	(1.H.1.c)	COMTAC Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86

WMEC CONSOLIDATED CHECKLIST REVISIONS

QUESTION #	QUESTION	REFERENCE	OLD CHECKLIST	OLD POC	NEW CHECKLIST	NEW POC	APPROVAL AUTHORITY
12	Does the unit follow proper destruction or disposition procedures for superseded CLASSIFIED CD-ROMs?	(1.H.1)	COMTAC Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
13	When mailing back superseded CD-ROMs, does the unit follow proper transmission procedures per COMDTINST M5510.23 (Series)?	(1.H.1)	COMTAC Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
14	If extracts are made from either paper or CD-ROM publications, are they properly marked and safeguarded per COMDTINST M5510.23 (Series)?	(1.D.1)	COMTAC Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
18	Does the unit initiate appropriate action in the event of loss or compromise of a classified publication, or parts thereof?	(2.B.1.c)	COMTAC Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
21	Are all NATO SECRET COMTAC publications received through a NATO control point/sub control point?	(1.Q.3)	COMTAC Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
22	Are the unit's COMTAC publications included in the command's EAP (Emergency Action Plan)?	(2.B.1.f)	COMTAC Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
23	Is adequate training provided to personnel concerning their responsibilities for maintaining and safeguarding publications in their custody?	(2.B.1.g)	COMTAC Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
37	Are NATO classified publications stored separately (or separated by a distinct division) from U.S. classified COMTAC publications?	(1.Q.3.b)	COMTAC Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
38	Have all personnel having access to NATO COMTAC publications been granted the appropriate NATO clearance?	(1.Q.3.a)	COMTAC Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
M5500.19 ADMIN 1	If this inspection is not being conducted by the parent COSMIC Control Point, is the inspector a disinterested, properly trained individual who is not in the NATO account? Has the inspector been granted NATO access?	9.E.2	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
2	Was adequate identification of inspecting personnel required?		NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
3	Is a copy of last year's inspection report on file? (has corrective action been accomplished?)		NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
4	Is a copy of COMDTINST M5500.19, USCG NATO Security Manual, held and up to date?		NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
5	Are the Control Officer and Alternate(s) designated in writing?	5.G.1/5.G.2	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
6	Has the unit received formal designation as a NATO Sub-Control Point from the COSMIC Sub-Registry or the parent COMSIC Control Point?	5.G/5.I.1	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
7	Has the NATO Sub-Control Point submitted to the parent COMSIC Control Point appointment letters, and a current specimen signature (DAAG Form 29) of the Control Officer and Alternates(s)?	5.E.1	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
8	Is there a written Emergency Action Plan (EAP)?	4.N	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
9	Is an inventory of all NATO Secret material conducted annually, or upon change of control officer?	5.I.8	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
10	Has coordination been made with the supporting communications center for handling of all NATO messages?	5.M	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
11	Are command procedures in place concerning the compromise of NATO classified information? These procedures, which are somewhat similar, may be addressed in the unit's overall Security Policy.	Ch. 8	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
PHYSICAL SECURITY 1	Are storage facilities the same as prescribed for the storage of US material of equivalent classification?	4.A.3	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
2	Are the combinations to security containers changed when required?	4.F.2	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86

WMEC CONSOLIDATED CHECKLIST REVISIONS

QUESTION #	QUESTION	REFERENCE	OLD CHECKLIST	OLD POC	NEW CHECKLIST	NEW POC	APPROVAL AUTHORITY
3	Are the combination to security containers afforded commensurate protection with the level of material stored? Are the sealed combinations (SF-700) properly marked indication NATO access is required? Are containers free of any external markings which indicate level of material being stored?	4.F.2.b	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
4	Are combinations of containers storing NATO classified information given only to individuals who have been formally granted NATO access, and have a need-to-know?	4.F.2.d	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
5	Is SF-701, Activity Security Checklist, in place and used when securing the office/compartment at the end of each work day?	4.J	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
6	Is SF-702, Security Container Check Sheet, in place and used for each lock on security containers stowing NATO classified material? Are OPEN/CLOSED signs being utilized?	4.J	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Physical Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
Personnel Security 1	Are individuals granted access to NATO classified material based on a need-to-know, and that the level of access granted does not exceed their equivalent US clearance?	2-A-1/2	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Personnel Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
2	Have all individuals granted access to COSMIC TOP SECRET information been granted a final US TOP SECRET security clearance?	5.G.1	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Personnel Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
3	Are individuals briefed prior to being granted access to any level of NATO classified information, and form CG-5548 executed?	2.D	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Personnel Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
4	Are debriefings conducted on all personnel following termination of duties requiring access, or ceasing to be employed? Is form CG-5548 executed, and retained for a period of one year?	2.F	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Personnel Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
5	Is a current list of individuals authorized access to NATO classified information maintained at each office where such information is stored, and in the office authorizing access?	2.G.3	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Personnel Security	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
Document Control 1	Is there a system of continuous receipts used for all COSMIC TOP SECRET and NATO SECRET documents and messages? Are all NATO SECRET documents and messages issued control numbers? Do accountability procedures and records appear to be adequate?	5.1.3/5.J	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Classified Information Management Program (CIMP)	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
2	Are NATO documents dispatched in accordance with service regulations (i.e properly packaged, addressed, receipts and tracers utilized if necessary)?	6.H/I/J/K	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Classified Information Management Program (CIMP)	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
3	Are document receipts retained as required (10 yrs for COSMIC, and 3 years for NATO Secret)?	6.J.5	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Classified Information Management Program (CIMP)	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
4	If hand carrying NATO classified documents, is a courier letter utilized as appropriate?	6.N/O/P	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Classified Information Management Program (CIMP)	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
5	Is NATO RESTRICTED information safeguarded at least equivalent to US FOUO?	3.D.4.b/5.KI	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Classified Information Management Program (CIMP)	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
6	Are all NATO documents and messages filed/stored separately from non-NATO materials?	4.A.4/5.N.4	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Classified Information Management Program (CIMP)	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
7	Are NATO documents and messages disposed of when no longer required? Are reviews of NATO holdings conducted annually with a view towards reducing the volume of material held?	7.H	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Classified Information Management Program (CIMP)	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86

WMEC CONSOLIDATED CHECKLIST REVISIONS

QUESTION #	QUESTION	REFERENCE	OLD CHECKLIST	OLD POC	NEW CHECKLIST	NEW POC	APPROVAL AUTHORITY
8	Is NATO material classified SECRET and below, destroyed by two persons with NATO access equivalent to the material being destroyed? Is an approved shredder utilized?	7.A/B	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Classified Information Management Program (CIMP)	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
9	Are destruction reports for NATO Secret material retained for a period of 3 years?	7.E	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Classified Information Management Program (CIMP)	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
10	Are NATO COMTAC publications issued by the NATO Control Officer to the COMTAC clerk, and later returned to the NCO for disposition?	10.E	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Classified Information Management Program (CIMP)	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
11	Are any COSMIC Top Secret documents held that were received as "on loan" from the COSMIC Sub-Registry, or from the parent COSMIC Control Point? If so, are all of the provisions such as accountability, justification, disclosure records, and inventories being adhered to?	5.H	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Classified Information Management Program (CIMP)	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
12	If COSMIC Top Secret documents are exchanged, are they only transmitted via DCS, DOD or DOS courier Service?	6.B	NATO Self Assessment	TISCOM (tis-332); Mr. Christiansen	Classified Information Management Program (CIMP)	PACAREA (Pts) FC-751; CWO Peters	tis-332 / CG-86
	Are two 15 lb extinguishers with three foot extension wands attached for flight deck use?	SHOPS manual 14.E.4 and ref b	HELO-STAN 270 B.10	ATC Mobile; CDR Finta	CART DC	ATG; LCDR Tucker	FC-7; CG-751
	Two 18 lb PKP extinguishers for flight deck use	SHOPS manual 14.E.4 and ref b	HELO-STAN 270 B.10	ATC Mobile; CDR Finta	CART DC	ATG; LCDR Tucker	FC-7; CG-751
	Lead wire seals and inspection tags removed from all flight deck use extinguishers	SHOPS manual 14.E.4 and ref b	HELO-STAN 270 B.10	ATC Mobile; CDR Finta	CART DC	ATG; LCDR Tucker	FC-7; CG-751
	Two each: 18 lb PKP and 15 lb CO2 extinguishers, mounted in hagar for hangar use.	SHOPS manual 14.E.4 and ref b	HELO-STAN 270 B.10	ATC Mobile; CDR Finta	CART DC	ATG; LCDR Tucker	FC-7; CG-751
	AFFF: Primary hoses equipped with 125 gpm vari-nozzles	SHOPS manual 14.E.5	HELO-STAN 270 B.10	ATC Mobile; CDR Finta	CART DC	ATG; LCDR Tucker	FC-7; CG-751
	Secondary hose equipped with 95 gpm Vari-nozzle	SHOPS manual 14.E.6	HELO-STAN 270 B.10	ATC Mobile; CDR Finta	CART DC	ATG; LCDR Tucker	FC-7; CG-751
	Enough hose at all stations to reach furthest end of the flight deck	SHOPS manual 14.E.5	HELO-STAN 270 B.10	ATC Mobile; CDR Finta	CART DC	ATG; LCDR Tucker	FC-7; CG-751
	Is an equipment list posted at the primary and secondary AFFF stations.	ref b.	HELO-STAN 270 B.10	ATC Mobile; CDR Finta	CART DC	ATG; LCDR Tucker	FC-7; CG-751
	Is there a 90 gpm inline eductor rigged at secondary station	SHOPS manual 14.E.6	HELO-STAN 270 B.10	ATC Mobile; CDR Finta	CART DC	ATG; LCDR Tucker	FC-7; CG-751
	Are there 50 gallons of AFFF readily available for use	ref b.	HELO-STAN 270 B.10	ATC Mobile; CDR Finta	CART DC	ATG; LCDR Tucker	FC-7; CG-751
	28 volt DC rectifier: Is the rectifier permanently mounted in such a manner as to allow the power cable to reach the aircraft in it's normal landing area.	ref b. 21.2	HELO-STAN 270 B.10	ATC Mobile; CDR Finta	CART ENG	ATG; LCDR Tucker	FC-7; CG-751
	Has 24 - 29 VDC been tested and verified	ref b. 21.2	HELO-STAN 270 B.10	ATC Mobile; CDR Finta	CART ENG	ATG; LCDR Tucker	FC-7; CG-751
	Is the safety interlock switch operational	ref b. 21.2	HELO-STAN 270 B.10	ATC Mobile; CDR Finta	CART ENG	ATG; LCDR Tucker	FC-7; CG-751
	Is documentation available showing rectifier load testing withing the last 36 months, with voltage in the acceptable range, with voltage in the acceptable range for loads of 0 - 300 amperes.	ref b. 21.2	HELO-STAN 270 B.10	ATC Mobile; CDR Finta	CART ENG	ATG; LCDR Tucker	FC-7; CG-751
	400 HZ AC power supply: Is the power cable of sufficient length to reach the aircraft in it's normal landing area.	ref b. 21.3	HELO-STAN 270 B.10	ATC Mobile; CDR Finta	CART ENG	ATG; LCDR Tucker	FC-7; CG-751
	Has the unit been load tested within the last 36 months with the following data: Each phase tested 113 - 118 volts, line to neutral, for steady state loads between two and ten KVA (H-65) or two and twenty KVA (H-60)	ref b. 21.3	HELO-STAN 270 B.10	ATC Mobile; CDR Finta	CART ENG	ATG; LCDR Tucker	FC-7; CG-751
	Is the phase rotation correct	ref b. 21.3	HELO-STAN 270 B.10	ATC Mobile; CDR Finta	CART ENG	ATG; LCDR Tucker	FC-7; CG-751
COMTAC #1	COMTAC INSPECTION: Does the unit maintain and electronic copy or paper copy of the current edition of COMDTINST M2600.1J:	CIM 2600.1J	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#2	Has the unit established a COMTAC Publications Library (CPL)	CIM 2600.1J 1.1	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#2.a	Is the prescribed allowance onboard	CIM 2600.1J 1.L.1.a	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751

WMEC CONSOLIDATED CHECKLIST REVISIONS

QUESTION #	QUESTION	REFERENCE	OLD CHECKLIST	OLD POC	NEW CHECKLIST	NEW POC	APPROVAL AUTHORITY
#2.b	Does the unit have a satellite accounts	CIM 2600.1J 1.I.1	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#2.c	Are multiple copies held for satellite account(s)	CIM 2600.1J 1.I.1	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#3	Are all publications readily available for use?	CIM 2600.1J 1.L.1.b	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#4	Are all publications correct and up to date?	CIM 2600.1J 1.L.1.c	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#6	If automatic distribution is not received, does the unit notify the ISIC (Immediate Superior in Command) for further action?	CIM 2600.1J 1.G.1	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#7	Are instructions for destruction requested from the ISIC for all material other than routine superseded or cancelled material?	CIM 2600.1J 1.H.1.b	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#9	Does the COMTAC Material Authorization and Destruction Report generated by the CGPC "Delete Publication" feature (or CPL Catalog Cards (OPNAV 5070/11)) have the date of destruction and individual(s) performing destruction?	CIM 2600.1J 1.H.1.c	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#11	Does the COMTAC Material Authorization and Destruction Report or Catalog Cards or certificates of destruction indicate the following:	CIM 2600.1J 1.H.1.c	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#11.a	Date of Destruction?	CIM 2600.1J 1.H.1.c	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#11.b	Materials being destroyed?	CIM 2600.1J 1.H.1.c	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#11.c	Printed names and signatures of personnel and witnesses performing destruction?	CIM 2600.1J 1.H.1.c	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#11.d	Is authority for destruction listed?	CIM 2600.1J 1.H.1.c	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#15	If extracts are retained for more than 90 days, are they entered into the unit's CPL system	CIM 2600.1J 1.D.1	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#16	Does the unit request disposition instructions from their ISIC for excess publications?	CIM 2600.1J 1.H.1.d	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#17	Is there a letter on file designating a Publication Control Officer	CIM 2600.1J 1.M	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#19	Are all the changes or corrections, once they become effective, entered in the correct sequential order?	CIM 2600.1J 2.B.1.d	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
	***NOTE: Absence of publications from COMTAC OPL is not sufficient authority for destruction.			TISCOM (tis-332); Mr. Christiansen		ATG; LCDR Tucker	FC-7; CG-751
#20	Are all publications page checked:	CIM 2600.1J 2.B.1.e	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#20.a	Upon receipt?	CIM 2600.1J 2.B.1.e	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#20.b	After entry of a change?	CIM 2600.1J 2.B.1.e	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#20.c	After disassembling for any reason?	CIM 2600.1J 2.B.1.e	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#20.d	Upon relief of PCO (Secret Only)	CIM 2600.1J 2.B.1.e	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#24	Does the CPL consist of the following functional components:	CIM 2600.1J 2.B.1.h	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#24.a	Publications stock center	CIM 2600.1J 2.B.1.h	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#24.b	Inventory of publications	CIM 2600.1J 2.B.1.h	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#24.c	Custody record file	CIM 2600.1J 2.B.1.h	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#24.d	COMTAC Administrative File	CIM 2600.1J 2.B.1.h	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#25	Does the CPL contain a record of the following for every COMTAC publication:	CIM 2600.1J 2.B.1.h	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#25.a	Record of receipt?	CIM 2600.1J 2.B.1.h	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#25.b	Record of location?	CIM 2600.1J 2.B.1.h	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#25.c	Record of transfer?	CIM 2600.1J 2.B.1.h	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#25.d	Record if disposition/destruction?	CIM 2600.1J 2.B.1.h	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751

WMEC CONSOLIDATED CHECKLIST REVISIONS

QUESTION #	QUESTION	REFERENCE	OLD CHECKLIST	OLD POC	NEW CHECKLIST	NEW POC	APPROVAL AUTHORITY
#26	Is there a CGPC entries contain the following:	CIM 2600.1J 2.B.1.h.2	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#27	Do the CGPC entries contain the following:	CIM 2600.1J 2.B.1.h.3	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#27.a	Record of Holder/user?	CIM 2600.1J 2.B.1.h.3	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#27.b	Location of publication?	CIM 2600.1J 2.B.1.h.3	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#27.c	Status (effective dates)?	CIM 2600.1J 2.B.1.h.3	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#27.d	Date publication was received onboard?	CIM 2600.1J 2.B.1.h.3	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#27.e	NATO control number? (SECRET ONLY)	CIM 2600.1J 2.B.1.h.3	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#28	Does the COMTAC Administrative File contain the following:	CIM 2600.1J 2.B.1.h.4	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#28.a	Current COMTAC Online Publication Library Allowance List?	CIM 2600.1J 2.B.1.h.4	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#28.b	Copies of all correspondence in chronological order?	CIM 2600.1J 2.B.1.h.4	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#28.c	Relief/designation letters of PCO?	CIM 2600.1J 2.B.1.h.4	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#28.d	Inventory of relief?	CIM 2600.1J 2.B.1.h.4	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#28.e	Designation letters for clerk if so appointed?	CIM 2600.1J 2.B.1.h.4	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#28.f	Destruction reports?	CIM 2600.1J 2.B.1.h.4	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#29	Was there a current inventory at the time of this inspection?	CIM 2600.1J 1.O	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#29.a	Has an inventory been prepared annually, and upon relief of the PCO?	CIM 2600.1J 1.O	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#29.b	Does the inventory contain the following:	CIM 2600.1J 1.O	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#29.b.1	List of all publications by short title and edition?	CIM 2600.1J 1.O	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#29.b.2	Last change and message correction(s) entered?	CIM 2600.1J 1.O	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#29.b.3	Number of copies under control of CPL?	CIM 2600.1J 1.O	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#30	Is the Publication Notice routed to all cognizant personnel?	CIM 2600.1J 2.B.1.i.5	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#31	Does the command stamp each publication in the CPL with the following inscription: "THIS PUBLICATION IS ASSIGNED COPY NUMBER _____ AND IS ACCOUNTABLE TO THE COMTAC PUBLICATION LIBRARY (NAME OF UNIT) (OFFICE AND PHONE FOR LARGER COMMANDS)	CIM 2600.1J 2.C.3	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#32	Has the copy number been inserted in the command stamp and the remarks section of the CGPC record?	CIM 2600.1J 2.C.4	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#33	When a publication is issued, does CGPC list the person, office and telephone number of the person drawing the publication.	CIM 2600.1J 2.C.6	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#34	Is a CGPC COMTAC checklist for Page Change entry sheets issued along with the publication change or correction to the CPL Holder to enter change or correction?	CIM 2600.1J 2.D	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#35	Is the CGPC COMTAC checklist for Page Change Entry sheets used for the entry of page changes for paper copies?	CIM 2600.1J 2.D.2.e	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751
#36	Has a page check been conducted after entry of each change?	CIM 2600.1J 2.D.2.d	COMTAC	TISCOM (tis-332); Mr. Christiansen	CART 3CI	ATG; LCDR Tucker	FC-7; CG-751

Week 1					
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
FSAT	FSAT				
<b>180 DAY GAP BETWEEN FSAT AND SMART/CART FOR SAFETY ASSESSMENT REDUNDANCY</b>					

Week 2					
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
OTI	OTI	OTI			
<b>90 DAY GAP BETWEEN OTI AND CART TO CORRECT MATERIAL DISCREPS</b>					

Week 3					
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
FINANCE & ADMIN ASSESSMENT (MLC COMPLIANCE)			CSE	INFO ASSURANCE	
BOAT STAN	BOAT STAN		EKMS **		
		CSS	CSS	CSS (may be maint training day)	
<b>** Note: EKMS inspections must be random and unannounced (short notice) IAW Navy policy.</b>					

Week 4					
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
CART PREP DAY*	CART	CART			
	SMART				
<b>90 DAY GAP BETWEEN SMART/CART &amp; TACT TO CORRECT SMART/CART DISCREPS</b>					
<b>* Note: 1 day is required to lay out equipment in preparation for inspection</b>					

Week 5					
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
STAN PREP DAY*	SHIP-HELO STAN (I/P)	SHIP-HELO STAN (I/P)	SHIP-HELO STAN (U/W)	SHIP-HELO STAN (U/W) - BACKUP	
<b>* Note: 1 day is required to lay out equipment in preparation for inspection</b>					

Week 6					
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
CLEAR	CLEAR	CLEAR	CLEAR	CLEAR	

Week 7					
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
TRAV	TRAV	TRAV	TRAV	TRAV	

Week 8					
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday

Coordinated/Consolidated Assessment Schedule

WMEC

TACT	TACT	TACT	TACT	TACT	
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Week 9					
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
TACT	TACT	TACT	TACT	TACT	

Week 10					
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
IDHS					
<b>180 DAY GAP BETWEEN SMART/CART AND IDHS FOR SAFETY ASSESSMENT REDUNDANCY</b>					