



DEPARTMENT OF THE NAVY  
HEADQUARTERS UNITED STATES MARINE CORPS  
2 NAVY ANNEX  
WASHINGTON, DC 20380-1775

MCO 8025.1D  
AM-OPS  
26 Oct 99

MARINE CORPS ORDER 8025.1D W/CH 1

From: Commandant of the Marine Corps  
To: Distribution List

Subj: CLASS V(W) MALFUNCTION AND DEFECT REPORTING

Ref: (a) MCO P5102.1  
(b) OPNAVINST 5102.1C (NOTAL)  
(c) MILSTD-1168A (NOTAL)  
(d) MCO 8010.1E  
(e) MCO P8011.4H  
(f) TWO24-AA-ORD-010

Encl: (1) Ammunition Malfunction Reporting Instructions  
(2) Ammunition Defect Reporting Instructions  
(3) Sample Malfunction Message Format  
(4) Sample Defect Message Format

Reports Required: I. Class V(W) Ammunition Malfunction Report (Report Control Symbol DD-8025-02) External RCS DD-P&L(AR)1687), par. 9 and encl. (1)  
II. Ammunition Defect (Report Control Symbol EXEMPT), par. 9a and encl. (3)

1. Purpose. To provide uniform procedures for reporting malfunctions and defects associated with Class V(W) materiel.

2. Cancellation. MCO 8025.1C.

3. Summary of Revision. Significant changes contained in this revision are as follows:

- a. Revises subject name to Defect Report vice Deficiency Report.
- b. Revises the distribution list for Malfunction and Defect Reports.
- c. Revises the time limit for submitting various reports.

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

26 Oct 99

- d. Deletes the requirement for the abbreviated report.
- e. Renews the importance of reporting all malfunctions and defects.
- f. Updates references.
- g. Adds sample malfunction and defect message formats.

4. Scope. The instructions contained herein are applicable to the reporting of malfunctions and/or defects associated with Class V(W) materiel (ground munitions) under the management cognizance of the Marine Corps Systems Command (MARCORSYSCOM), Program Manager for Ammunition (AM). Explosive incidents shall be reported as defined and directed in reference (a). Malfunctions involving Class V(A) materiel (aviation munitions) shall be reported in accordance with reference (b).

5. Definitions. The following terms and definitions apply to this Order.

a. Ammunition Lot Number. A systematically assigned number that identifies a quantity of ammunition, each of which is produced by a single manufacturer under uniform conditions and is expected to function in a uniform manner. The lot number is used to accurately monitor and control a lot from its initial production location until expended, assigned a new lot number due to renovation, or otherwise exhausted. Description, use, and responsibility for lot numbering are contained in reference (c).

b. Class V(W). Supply classification V refers to all types of ammunition, including chemical, radiological, and special weapons, bombs, explosives, mine fuzes, detonators, pyrotechnics, missiles, rockets, propellants, and other associated items. Subclassification W is ground (surface) ammunition. Class V(W) Ground ammunition is under the management/cognizance of the MARCORSYSCOM (AM), references (d), and (e), apply. As used in this Order, the terms "Class V(W)" and "ammunition" are synonymous.

c. Defect. An imperfection which may prevent an item from functioning as intended or result in a malfunction. Defects include, but are not limited, to cracked cartridge case; loose

26 Oct 99

primer; missing safety pin; deteriorated or leaking propellant bags or containers; presence of rust/corrosion; and obvious external damage, etc.

d. Failure Rate. The comparison of rounds failed to rounds fired (attempted), expressed as a percentage. Failure Rates apply to ammunition from a single lot number and fired on a single day. Failure Rate = Failure Rates are calculated by taking the number of failures, divided by number fired (attempted), multiplied by 100.

e. Malfunction. Failure of an ammunition item to function in accordance with the design, intent, and expected performance when fired, launched, or otherwise employed as specified. Malfunctions include the abnormal or premature functioning of an item as a result of normal handling, maintenance, storage, transportation, or tactical employment. Ammunition malfunctions do not include incidents resulting from negligence, malpractice, user error, etc. However, reporting of these incidents are required since they provide useful data in evaluating future incidents.

f. Reclassification. The act of changing a previously assigned condition code, which affects the items ultimate use. For example, changing an ammunition item from serviceable to suspended, limited use, or unserviceable.

g. Suspend. An action, which restricts an item from further issue and use pending analysis; when the true condition is in question; or maintenance, is required.

## 6. Information

a. Ammunition is designed and produced with the highest degree of safety/reliability possible within the latest technology. Testing is conducted during the production process and continues after the item is placed in service. MARCORSSYSCOM (AM) is responsible for the development and execution of the Marine Corps Ground Ammunition Stockpile Reliability program and accomplishes this with the assistance of the Marine Corps Programs Department (MCPD), Fallbrook, California. This program is designed to monitor and review many types of ammunition performance documentation, including malfunction reports. Ammunition items that constitute a safety hazard or can no

26 Oct 99

longer be expected to function as designed are suspended from further issue or restricted in their employment.

b. Despite efforts to ensure that only safe and reliable ammunition is provided for use, malfunctions do occur, and defects are discovered. Malfunction and defect reports that accurately describe the problem experienced are essential since they provide the basis for analysis and evaluation of the facts. During the course of an evaluation, representatives from MCPD and other ammunition quality assurance organizations may desire to call, email, or visit the site/unit where the malfunction occurred. MCPD is authorized direct liaison.

c. Upon receipt of a malfunction or defect report, MARCORSSYSCOM (AM) has the option to:

(1) Coordinate worldwide reclassification of the item(s) via the Inventory Management and Systems Division, Mechanicsburg, Pennsylvania in accordance with reference (f).

(2) Initiate a technical investigation with the appropriate design agency to determine the cause of a malfunction or defect. The technical investigation will generally result in the item(s) in question being certified suitable for continued use, restricted to training use, programmed for repair, or scheduled for resource recovery and disposal. When appropriate, action shall be initiated to introduce product improvements designed to preclude reoccurrence.

d. Based on the above, it is imperative that reports contain accurate information regarding the specific lot number(s) of all components involved, to include a complete description of the circumstances surrounding the malfunction and/or defect being reported. Non-hazardous residue remaining from the item and/or weapon must be retained for possible use during the course of a detailed investigation. In addition, the site of a serious malfunction involving weapon damage, and/or injury, must be protected and preserved for evaluation during such an investigation. Submission of timely, accurate data describing all malfunctions experienced is the user's way of ensuring the availability of safe and reliable ammunition. Failure to report a malfunction may allow potential problems

26 Oct 99

with ammunition and procedural error to go unidentified and uncorrected.

e. Ammunition Malfunction Data Collection Guide (Form NAVMC 10155) is a wallet-size guide that summarizes those facts that must be gathered at the scene of a malfunction to enhance report accuracy. Each Officer and Staff Noncommissioned Officer who may be responsible for supervising operations involving the expenditure of ammunition should carry this card. Form NAVMC 10155 is available in the supply system under NSN 0000-00-002-2009. The unit of issue is one package (100 cards per package).

7. Records Disposition. Class V(W) Ammunition Malfunction and Defect Reports, including all supporting documentation shall be maintained as follows:

- a. MARCORSSYSCOM (AM) record copies. Retention period: Permanent.
- b. MCPD record copies. Retention period: Permanent.
- c. Reporting activities record copies. Retention period: two years.

8. Action. All ammunition malfunctions and defects must be reported to include those experienced during combat operations. It is understood that in combat, it may not be possible to address in detail all of the elements specified in enclosures (1) and (2). However, every effort must be made to provide as detailed a report as possible in accordance with enclosures (3) and (4). If additional data is acquired after the initial report which may enhance a malfunction evaluation or investigation, a supplemental report (annotated "Supplemental" on report subject line) shall be submitted. Commanders at all echelons shall ensure that the provisions of this Order are understood by all personnel involved in the supervision of operations that result in the handling/expenditure of ammunition. Cooperation and assistance shall be provided to technical representatives, who may call, email, or visit the unit reporting the malfunction during the course of the detailed investigation. Further, when directed by the MARCORSSYSCOM (AM), shipment of samples from the malfunctioning lot and residue from the particular item involved shall be expedited to preclude delaying the detailed investigation. Report Control Symbol

DD-8025-02 (External RCS DD-P&L(AR)1687) is assigned to this reporting requirement.

a. Do not fire defective ammunition. Defective ammunition found prior to firing/employment or while in storage will be properly repackaged, marked to show its defective components, and returned to the supporting Ammunition Supply Point (ASP). The commander of the unit experiencing defective ammunition items shall report in accordance with enclosure (2).

b. When an ammunition malfunction occurs, the commander or individual in charge of the firing unit shall:

(1) For malfunctions that involve serious injuries, fatalities, or damage to equipment:

(a) Cease firing the ammunition lots involved.

(b) Collect minimum data required and IMMEDIATELY report details of incident to MARCORSYSCOM (AM) in accordance with the instructions contained in enclosure (1).

(c) Every effort must be made to secure the malfunction site to prevent removal or relocation of all ammunition/weapon components, debris, or residue (e.g., cartridge cases, projectile/barrel fragments, etc.). MARCORSYSCOM (AM) will notify the malfunction location/unit within 24 hours from receipt of the preliminary report as to whether or not an on-site investigation will be conducted (and whether the secured site can be released).

(d) Accumulate and retain all explosive residue from the item (cartridge cases, projectile fragments, etc.) if so directed by MARCORSYSCOM (AM) or MCPD. Leave the weapon intact (e.g., do not clean and/or send to repair) until disposition instructions are received from MARCORSYSCOM (AM). If disposition instructions are not received within 90 days, or if material has not been identified for a formal investigation, non-explosive residue may be disposed. Instructions for disposal of explosive residue shall be requested from MARCORSYSCOM (AM).

(e) For Reserve units experiencing a malfunction: Inspector Instructors and Reserve Liaison Officers will retain

26 Oct 99

non-explosive residue, in accordance with paragraph 9b(4)(c) below.

(f) Immediately contact the local Officer-in-Charge at the supporting ASP where the ammunition was issued and relate all available information on the malfunction. Return all unused stocks of the involved lot(s) to the supporting ASP, unsafe ammunition will not be transported or returned to the ASP. Notify Explosive Ordnance Disposal and Range Safety in accordance with local procedures for the disposition of ammunition deemed unsafe for storage/transport.

(2) For all other malfunctions, make a determination to continue or cease firing the ammunition lot(s) involved when the training value is lost due to excessive duds/misfires.

(3) If a cease-fire is called, and if warranted, make a recommendation to the ASP to locally suspend the ammunition lot(s) involved from further use. Examples of justification to recommend local suspension include casualty, weapon damage, premature function, numerous misfires, or duds.

(4) Collect all data and submit a malfunction report via Naval message, in accordance with the instructions contained in enclosure (1).

c. The supporting ASP shall take action to:

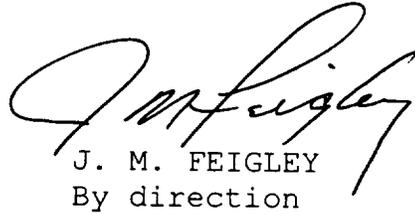
(1) Locally suspend Marine Corps owned ammunition as required, and immediately notify all units in possession of the suspended lot number(s) to cease firing and return affected assets to the ASP.

(2) Notify MARCORSYSCOM (AM) of the local suspension.

(3) Retain locally suspended ammunition for a period not to exceed 10 working days, after which, request disposition instructions from MARCORSYSCOM (AM).

MCO 8025.1D  
26 Oct 99

9. Reserve Applicability. This Order is applicable to the Marine Corps Reserve.



J. M. FEIGLEY  
By direction

DISTRIBUTION: PCN 10210577500

Copy to: 7000110 (55)  
7000144/8145004, 005 (2)  
8145001 (1)



DEPARTMENT OF THE NAVY  
HEADQUARTERS UNITED STATES MARINE CORPS  
2 NAVY ANNEX  
WASHINGTON, DC 20380-1775

MCO 8025.1 Ch 1  
AM-OPS  
14 Jul 00

MARINE CORPS ORDER 8025.1D Ch 1

From: Commandant of the Marine Corps  
To: Distribution List

Subj: CLASS V(W) MALFUNCTION AND DEFECT REPORTING

1. Purpose. To direct pen changes to the basic Order.

2. Action.

a. Promulgation page, Encl: block, change "(2)" to read "(3)" and "(3)" to read "(2)."

b. Enclosure (1), page 5, paragraph 4b(1), change the following:

(1) "MARCORSYSCOM QUANTICO VA//AM-QA//" to read "COMMARCORSYSCOM QUANTICO VA//AM-QA//."

(2) "NAVORDCEN IMSD MECHANICSBURG PA//32A//" to read "NAVAMMOLOGCEN MECHANICSBURG PA//32A//."

(3) "CDRIOC ROCK ISLAND IL//ASMIO-IBQ/MCLNO-LMA//" to read "CDROSC ROCK ISLAND IL//AMSOS-MAS-S/MCLNO-LMA//."

c. Enclosure (1), page 6, paragraph 4b(2), change the following:

(1) "MARCORSYSCOM QUANTICO VA//AM-QA//" to read "COMMARCORSYSCOM QUANTICO VA//AM-QA."

(2) "NAVORDCEN IMSD MECHANICSBURG PA//32A//" to read "NAVAMMOLOGCEN MECHANICSBURG PA//32A//."

(3) "CDRIOC ROCK ISLAND IL//AMSIO-IBQ/MCLNO-LMA//" to read "CDROSC ROCK ISLAND IL//AMSOS-MAS-S/MCLNO-LMA//."

d. Enclosure (2), pages 1 through 4, change "ENCLOSURE (2)" to read "ENCLOSURE (3)." Page 1 change the following

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

(1) "MARCORSYSCOM QUANTICO VA DC//AM-QA//" to read  
"COMMARCORSSYSCOM QUANTICO VA//AM-QA//."

(2) "NAVORDCEN ISMD MECHANICSBURG PA//32A//" to read  
"NAVAMMOLOGCEN MECHANICSBURG PA//32A//."

(3) "CDRIOC ROCK ISLAND IL//AMSIO-IBQ/MCLNO-LMA//" to  
read "CDROSC ROCK ISLAND IL//AMSOS-MAS-S/MCLNO-LMA//."

e. Change "ENCLOSURE (3)" to read "ENCLOSURE (2)."

f. Enclosure (4), page (1), change the following:

(1) "MARCORSYSCOM QUANTICO VA DC//AM-QA//" to read  
"COMMARCORSSYSCOM QUANTICO VA//AM-QA//."

(2) "MARINE CORPS PROGRAMS FALLBROOK CA//4092//" to read  
"MARINE CORPS PROGRAMS FALLBROOK CA//4092//."

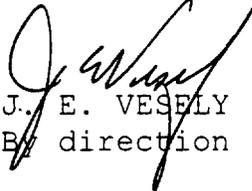
(3) "NAVORDCEN ISMD MECHANICSBURG PA//32A//" to read  
"NAVAMMOLOGCEN MECHANICSBURG PA//32A//."

(4) "CDRIOC ROCK ISLAND IL//AMSIO-IBQ/MCLNO-LMA//" to  
read "CDROSC ROCK ISLAND IL//AMSOS-MAS-S/MCLNO-LMA//."

(5) "RMKS/ IAW REF A, THE FOL MALFUNCTION REPORT IS  
SUBMITTED" to read 'RMKS/ IAW REF A THE FOL DEFECT REPORT IS  
SUBMITTED."

3. Summary of Changes. This Change incorporated organizational  
changes and changes to activities' Plain Language Addresses.

4. Filing Instructions. File this change transmittal  
immediately behind the signature page of the basic Order.

  
J. E. VESELY  
By direction

DISTRIBUTION: PCN 10210577501

Copy to: 7000110(55)  
7000144/8145004(2)  
8145001 (1)

AMMUNITION MALFUNCTION REPORTING INSTRUCTIONS  
(Report Control Symbol DD-8025-02)

1. All ammunition malfunctions are to be reported.
2. Malfunctions of all types are monitored by the Marine Corps System Command (MARCORSYSCOM), Program Manager for Ammunition (AM) to provide a basis for appropriate action to determine cause of the failure. It is imperative that malfunction reports contain accurate information regarding the specific ammunition lot number(s) and all components involved. A complete description of the circumstances surrounding the malfunction shall be provided to MARCORSYSCOM, (AM).
3. Malfunctions shall be reported as indicated in the two categories below:
  - a. Malfunctions involving injuries/fatalities or resulting in a local suspension will be telephonically reported IMMEDIATELY to MARCORSYSCOM, (AM) DSN 278-9495 or commercial (703) 784-9175 during working hours, and to the Headquarters Marine Corps, Command Center (DSN) 225-7366 or commercial (703) 695-7366 during non-working hours. This is essential to ensure that other Marines training with like ammunition worldwide are protected from possible further injuries. Additionally, the written malfunction report must be submitted within 24 hours of the incident. This initial telephonic report does not negate the requirement for submission of a written message report.
  - b. All other malfunctions (i.e. duds, misfires) shall be reported within 96 hours of the malfunction.
4. The report will provide information on the elements contained in paragraphs 4(a)(1) through 4(a)(7), as they relate to the particular malfunction being reported. In case of multiple malfunctions, separate reports shall be submitted for each malfunctioning ammunition lot number. It is recognized that not all of the elements indicated will be applicable to every malfunction.

ENCLOSURE (1)

26 Oct 99

NOTE: Submission of the malfunction report shall not be delayed due to non-availability of all pertinent information. A supplemental message report may be submitted (annotated "Supplemental" on report subject line) in those instances when all of the data is not available for inclusion in the initial report or at any time when additional facts or details are uncovered after the initial report has been submitted. At a minimum, the initial report must contain information identifying the Ammunition Department of Defense Identification Code (DODIC), National Stock Number (NSN), Lot Number, and preliminary details of malfunction. It is recognized that, in the case of certain malfunctions, it would be virtually impossible to gather all of the pertinent details and report within the four-day period established for submission of the malfunction report. In these cases, a supplemental report shall be submitted within 15 days of the malfunction.

a. Report format and data elements are as follows:

(1) Unit Identification. Indicate the unit that experienced the malfunction and provide a report serial number. (Reports are to be serially numbered by calendar year; for example, School of Infantry, MCB, Camp Pendleton, 1-98). Include a name and telephone number (include e-mail address if possible) for the unit's point of contact who is familiar with the malfunction being reported (i.e., was at the gun/firing position, on the range, and/or has first-hand knowledge of the malfunction). Include the unit's Reporting Unit Code.

(2) Ammunition Data. Provide the following:

(a) NSN, DODIC, nomenclature, and ammunition lot number of the complete end item and the lot numbers of the assembled major components, if identifiable. For example, 1315-01-158-8200/C869, Cartridge, 81mm, HE, M889, w/ fuze, PD M935, lot number RFG92D027-014 (complete cartridge lot), fuze Lot MA-91H022-002. In those instances when the malfunctioning round is actually a collection of various end items (e.g., in the case of a 155mm where the projectile with fuze, propellant charge, and primer are loaded into the weapon separately), the NSN/DODIC, nomenclature, and lot number of each of the items must be provided. Include the serial numbers when reporting rockets and missiles.

ENCLOSURE (1)

26 Oct 99

(b) A statement as to the condition of the round and packaging prior to firing/employment.

(c) Total number of rounds from the malfunctioning lot(s) remaining on hand or returned to the local Ammunition Supply Point (identify which is being reported).

(d) Total number of rounds fired (attempted) from the lot(s) on the day of the malfunction.

(e) Total number of rounds which malfunctioned from the lot(s) on the day of the malfunction.

(3) Weapon Data

(a) Indicate the weapon's nomenclature, model, and serial number. For artillery weapons, also include the serial number and manufacturer of the gun and breech ring.

(b) Statement as to the condition of the weapon prior to the malfunction and the date of the last overhaul, to include data on timing and headspace of actual gage check.

(c) Description of the weapon after malfunction. If the weapon is damaged, transmit photographs under separate cover.

(d) Number of rounds fired from the weapon on the day of the malfunction.

(e) For weapons 40mm and larger (except rocket launchers and missiles), indicate the total number of rounds fired prior to the malfunction. If the tube is damaged, provide the pullover gage reading (if it can be read without damage to evidence) and/or number of effective full-charge (EFC) rounds fired as defined in the appropriate Technical Manual(s). If the tube is destroyed, indicate the last pullover gage reading and/or the number of EFC rounds fired as noted in the gun book.

(f) Elevation, zone in which fired (include the number of propellant charges used), length of recoil, and range to target.

ENCLOSURE (1)

(g) Statement as to whether the muzzle was close enough to the ground (dug in) to permit the entry of foreign material.

(h) Number of weapons firing reported ammunition lot on the day of the malfunction/number of malfunctions per weapon.

(4) Description of the malfunction. Provide a narrative description of what actually occurred. Include a statement as to whether there were any nonstandard conditions observed. Do not provide opinions on what may have caused the malfunction. Describe the location of the malfunction in relation to the weapon and/or personnel involved. Indicate the number of casualties sustained (report in three categories: minor injuries requiring only field or outpatient treatment, major injuries requiring hospitalization, and fatalities). If the malfunction was a premature detonation indicate:

- (a) High or low order.
- (b) Distance from the muzzle or end of the launcher.
- (c) Obstructions in the line of fire or in the weapon tube.
- (d) Fuze setting.
- (e) Evidence of unburned propellant or residue in the tube.
- (f) Deviations from instructions in the Technical Manual(s).

(5) Prevailing Conditions. Provide information on the following:

- (a) Time, date, and weather conditions. Provide relative humidity reading for Linear Demolition Charge (M913, ML25) malfunctions.
- (b) Terrain at the scene of the malfunction.
- (c) Type of target.

ENCLOSURE (1)

(d) When electronically initiated ammunition is involved in the malfunction, comment on the proximity and type of electrical energy source(s) in the immediate area.

(6) Storage Conditions. Describe the storage conditions:

(a) Prior to operation (location, stored inside the magazine, outside under a tarpaulin, etc.).

(b) Prior to firing/employment (was ammunition unpacked and subjected to adverse elements; e.g., rain, snow, direct sunlight, etc.).

(7) Remarks. In this section indicate:

(a) Whether a local suspension was imposed.

(b) If the submission of a supplemental report is anticipated.

(c) Availability/location of residue from the malfunctioning item/weapon.

(d) Any other data considered germane.

b. Malfunction reports shall be distributed to the activities identified below and organizations in the submitters chain of command. Supplemental reports, if required, shall also be distributed to these activities and will make reference to the initial report (e.g., report date-time-group, report serial number, etc.). Malfunction reports shall continue to be submitted during periods of MINIMIZE.

(1) All malfunctions excluding missiles will be reported to:

COMMARCORSYSCOM QUANTICO VA//AM-QA//  
MARINE CORPS PROGRAMS FALLBROOK CA//4092//

Information copies to:

NAVAMMOLOGCEN MECHANICSBURG PA//32A//  
CDROSC ROCK ISLAND IL//AMSOS-MAS-S/MCLNO-LMA//

ENCLOSURE (1)

MCO 8025.1D  
26 Oct 99

CMC WASHINGTON DC//SD/43//  
NAVSURFWARCENDIV CRANE IN//4025/4033//  
COMNAVSAFECEN NORFOLK VA//00/02/30/40A/43/60/90//  
Supporting Ammunition Supply Point

(2) Missile malfunctions shall be submitted to:

COMMARCORSYSCOM QUANTICO VA//AM-QA//  
COMMARCORSYSCOM QUANTICO VA//CBG//for Dragon, Javelin, Predator, and TOW  
malfunctions  
COMMARCORSYSCOM QUANTICO VA//C4IAD//for Stinger, and STLS malfunctions  
MARINE CORPS PROGRAMS FALLBROOK CA//4092//  
Information copies of missile malfunction reports shall be provided to:  
CDRAMCOM REDSTONE ARSENAL AL//AMSAM-MMC-LS-M//  
NAVAMMOLOGCEN MECHANICSBURG PA//32A//  
CDROSC ROCK ISLAND IL//AMSOS-MAS-S/MCLNO-LMA//  
CMC WASHINGTON DC//SD/43//  
NAVSURFWARCENDIV CRANE IN//4025/4033//  
COMNAVSAFECEN NORFOLK VA//00/02/30/40A/43/60/90//.  
Supporting Ammunition Supply Point

ENCLOSURE (1)

AMMUNITION DEFECT REPORTING INSTRUCTIONS

1. Occasionally, ammunition is encountered with obvious, readily noticeable defects; such as mortar ignition cartridges with high primers, artillery/tank rounds with cracked cartridge cases, grenades with missing safety pins, deteriorated/leaking propellant bags or containers, and dented/rusty/corroded small arms cartridges. Employment of defective ammunition may result in casualties and/or damage to equipment. Accordingly, the use of defective ammunition is prohibited. All defective ammunition shall be returned to the supporting Ammunition Supply Point for retention.

2. Defective ammunition shall be retained for possible evaluation and reported to the Marine Corps Systems Command (MARCORSYSCOM), Ammunition (AM). Additionally, Ammunition Supply Points may locally reclassify the entire lot in question and segregate defective items, depending on the significance of the defect(s) noted. Reports, in the following format, may be submitted by Naval message (preferable) or letter within 15 days of the defect identification. EXCEPTION: A report must be submitted within 24 hours each time an entire lot is locally suspended from use.

3. Defect Report format and data elements are as follows:

a. Unit identification and name/telephone number (include email address if possible) of the unit's point of contact. Include unit's Reporting Unit Code.

b. National Stock Number/Department of Defense Identification Code, nomenclature, and lot number of the item.

c. Description of the defect(s) and local action implemented.

d. Quantity defective and total quantity remaining on-hand of the lot in question.

e. Activity from which received and when (if known).

ENCLOSURE (2)

SAMPLE MALFUNCTION MESSAGE FORMAT

ADMINISTRATIVE MESSAGE

ROUTINE

R

FM: [Insert your Plain Language Address]

TO: COMMARCORSYSCOM QUANTICO VA//AM-QA//  
COMMARCORSYSCOM QUANTICO VA//CBG//for Dragon, Predator, and TOW  
malfunctions  
COMMARCORSYSCOM QUANTICO VA//C4IAD//for Stinger, and STLS malfunctions  
MARINE CORPS PROGRAMS FALLBROOK CA//4092//

INFO CMC WASHINGTON DC//SD/43//  
NAVAMMOLOGCEN MECHANICSBURG PA//32A//  
CDROSC ROCK ISLAND IL//AMSOS-MAS-S/MCLNO-LMA//  
NAVSURFWARCENDIV CRANE IN//4025/4033//  
COMNAVSAFECEN NORFOLK VA//00/02/03/40A/43/60/90//  
[Add "CDRAMCOM REDSTONE ARSENAL AL//AMSAM-MMC-LS-M//" for missile  
malfunctions]  
[Add appropriate addresses in your chain of command]  
[Add ASP from which ammunition was drawn]

BT

UNCLAS //N08090//

SUBJ/CLASS V(W) AMMUNITION MALFUNCTION REPORT  
MSGID/GENADMIN/  
REF/A/DOC/MCO 8025.1D/rev date//  
RMKS/IAW REF A, THE FOL MALFUNCTION REPORT IS SUBMITTED:

1. UNIT ID:\_\_\_\_, RUC \_\_\_\_\_, POC \_\_\_\_\_, E-MAIL \_\_\_\_\_, DSN \_\_\_\_\_, COMM \_\_\_\_\_.

ENCLOSURE (3)

2. AMMUNITION DATA:

a. NSN \_\_\_\_-\_\_-\_\_-\_\_\_\_, DODIC \_\_\_\_, Nomenclature \_\_\_\_\_  
LOT \_\_\_\_\_,  
[Plus Nomenclature & Lot Numbers of all components involved, if  
applicable]\_\_\_\_\_.

b. Condition of the rnd & packaging prior to firing\_\_\_\_\_.

c. Total number of rnds from the lot(s) remaining on hand or returned  
to the local storage facility\_\_\_\_\_.

d. Total number of rnds fired (attempted) from the lot(s) on the day  
of the malfunction\_\_\_\_\_.

e. Total number of rnds which malfunctioned\_\_\_\_\_.

3. WEAPON DATA:

a. Indicate wpn nomenclature, model, & serial number for artillery  
weapons, also include the serial number and manufacturer of the gun and  
breech ring\_\_\_\_\_.

b. Statement as to the condition of the weapon prior to the  
malfunction and the date of the last overhaul, to include data on timing  
and headspace of actual gage check\_\_\_\_\_.

c. Description of the weapon after malfunction. If the weapon is  
damaged, transmit photographs under separate cover\_\_\_\_\_.

d. Number of rounds from the lot, attempted to fire from same weapon  
on the day of the malfunction\_\_\_\_\_.

e. For weapons 40MM or over (except rocket launchers and missiles),  
indicate the total number of rounds fired prior to the malfunction. If the  
tube is damaged, provide the pullover gage reading and/or number of  
effective full-charge (EFC) rounds fired as defined in the appropriate  
Technical Manual(s). If the tube is destroyed, indicate the last pullover  
gage reading and/or the number of EFC rounds fired as noted in the gun  
book\_\_\_\_\_.

ENCLOSURE (3)

26 Oct 99

f. Elevation, zone in which fired (include the number of increments used), length of recoil, and range to target, e.g., "0996 MILS, CHG 9, 4200M"\_\_\_\_\_.

g. Statement as to whether the muzzle was close enough to the ground (dug in) to permit the entry of foreign material\_\_\_\_\_.

h. Number of weapons firing reported ammunition lot on the day of the malfunction/number of malfunctions per weapon\_\_\_\_\_.

4. Description of the Malfunction:

[Provide a complete narrative description of what actually occurred and a statement as to whether there were any nonstandard conditions observed. Describe the location of the malfunction in relation to the weapon and/or personnel involved. Indicate the number of casualties sustained (report in three categories: minor injuries requiring only outpatient treatment; major injuries requiring hospitalization; and fatalities)]. If the malfunction was a premature detonation, include the following:

- a. High or low order\_\_\_\_\_.
- b. Distance from the muzzle or end of the launcher\_\_\_\_\_.
- c. Obstructions in the line of fire or in the weapon tube\_\_\_\_\_.
- d. Fuze setting e.g., "SQ"\_\_\_\_\_.
- e. Evidence of unburned propellant or residue in the tube\_\_\_\_\_.
- f. Deviations from instructions in the Technical Manual(s)\_\_\_\_\_.

5. PREVAILING CONDITIONS: [Provide information on the following:]

a. Time, date, and weather conditions; e.g., "0917-0925, 19 Jan 99, CLEAR, WINDY, 3.5 DEG C." Provide relative humidity reading for Linear Demolition Charge malfunctions\_\_\_\_\_.

ENCLOSURE (3)

26 Oct 99

b. Terrain at the scene of the malfunction; e.g., "OPEN FIRING RANGE, HILLY." \_\_\_\_\_.

c. Type of target; e.g., "FLAT IMPACT AREA, TANK HULL"

d. When electronically initiated ammunition is involved in the malfunction, comment on the proximity and type of electrical energy source(s) in the immediate area \_\_\_\_\_.

6. STORAGE CONDITIONS: [Describe the storage conditions:]

a. Prior to operation (location, stored inside the magazine, outside under a tarpaulin, or "STORED IN EARTH COVERED MAGAZINE PRIOR TO ISSUE AND IN COVERED AMMO-READY AREA PRIOR TO FIRING") \_\_\_\_\_.

b. Prior to firing/employment (was ammunition unpacked and subjected to adverse elements; e.g., rain, snow, direct sunlight, etc.) \_\_\_\_\_.

7. REMARKS:

a. "YES" or "NO"... Whether a local suspension was imposed \_\_\_\_\_.

b. "YES" or "NO"... If the submission of a supplemental report is anticipated \_\_\_\_\_.

c. "YES" or "NO"... Availability/location of residue from the malfunctioning item \_\_\_\_\_.

d. Other data considered germane \_\_\_\_\_.

ENCLOSURE (3)

SAMPLE DEFECT MESSAGE FORMAT

ADMINISTRATIVE MESSAGE

ROUTINE

R

FM [Insert your Plain Language Address]

TO COMMARCORSYSCOM QUANTICO VA//AM-QA//  
COMMARCORSYSCOM QUANTICO VA//CBG//for Dragon, Predator, TOW Defects  
COMMARCORSYSCOM QUANTICO VA//C4IAD//for Stinger, STLS Defects  
MARINE CORPS PROGRAMS FALLBROOK CA//4092//  
INFO CMC WASHINGTON DC//SD/43//  
NAVAMMOLOGCEN MECHANICSBURG PA//32A//  
CDROSC ROCK ISLAND IL//AMSOS-MAS-S/MCLNO-LMA//  
NAVSURFWARCENDIV CRANE IN//4025/4033//  
COMNAVSAFECEN NORFOLK VA//00/02/03/40A/43/60/90//  
[Add "CDRAMCOM REDSTONE ARSENAL AL//AMSAM-MMC-LS-M//" for missile defects]  
[Add appropriate addresses in your chain of command]  
[Add ASP from which ammunition was drawn]  
BT  
UNCLAS //N08090//

SUBJ/CLASS V(W) AMMUNITION DEFECT REPORT//  
MSGID/GENADMIN/  
REF/A/DOC/MCO 8025.1D/rev date//  
RMKS/ IAW REF A, THE FOL DEFECT REPORT IS SUBMITTED:

1. UNIT ID:\_\_\_\_, RUC \_\_\_\_\_ POC \_\_\_\_\_, E-MAIL \_\_\_\_\_, DSN \_\_\_\_\_, COMM \_\_\_\_\_.
2. AMMUNITION DATA:  
NSN \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_, DODIC \_\_\_\_\_, Nomenclature \_\_\_\_\_  
LOT \_\_\_\_\_.

ENCLOSURE (4)

MCO 8025.1D  
26 Oct 99

3. Description of the Defect(s): [Provide a complete narrative description of the discovered defect, including circumstances of the discovery. Indicate local action taken.]
4. Quantity defective and total quantity remaining on-hand of the lot in question.
5. Activity from which lot(s) received and when (if known).

ENCLOSURE (4)