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GUIDELINES

**IATG  
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**Small unit ammunition storage**

## **Warning**

The International Ammunition Technical Guidelines (IATG) are subject to regular review and revision. This document is current with effect from the date shown on the cover page. To verify its status, users should consult [www.un.org/disarmament/ammunition](http://www.un.org/disarmament/ammunition)

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## Foreword

Ageing, unstable and excess conventional ammunition stockpiles pose the dual risks of **accidental explosions at munition sites** and **diversion to illicit markets**.

The humanitarian impact of ammunition-storage-area explosions, particularly in populated areas, has resulted in death, injury, environmental damage, displacement and disruption of livelihoods in over 100 countries. Accidental ammunition warehouse detonations count among the heaviest explosions ever recorded.

Diversion from ammunition stockpiles has fuelled armed conflict, terrorism, organized crime and violence, and contributes to the manufacture of improvised explosive devices. Much of the ammunition circulating among armed non-State actors has been illicitly diverted from government forces.<sup>1</sup> In recognition of these dual threats of explosion and diversion, the General Assembly requested the United Nations to develop **guidelines for adequate ammunition management**.<sup>2</sup> Finalized in 2011, the International Ammunition Technical Guidelines (IATG) provide voluntary, practical, modular guidance to support national authorities (and other stakeholders) in safely and securely managing conventional ammunition stockpiles. The UN SaferGuard Programme was simultaneously established as the corresponding knowledge-management platform to oversee and disseminate the IATG.

The IATG also ensure that the United Nations entities consistently deliver high-quality advice and support – from mine action to counter-terrorism, from child protection to disarmament, from crime reduction to development.

The IATG consist of 12 volumes that provide practical guidance for ‘through-life management’ approach to ammunition management. The IATG can be applied at the guidelines’ **basic, intermediate, or advanced levels**, making the IATG relevant for all situations by taking into account the diversity in capacities and resources available. Interested States and other stakeholders can **utilize the IATG for the development of national standards and standing operating procedures**.

The IATG are reviewed and updated at a minimum every five years, to reflect evolving ammunition stockpile-management norms and practices, and to incorporate changes due to changing international regulations and requirements. The review is undertaken by the UN SaferGuard Technical Review Board composed of national technical experts with the support of a corresponding Strategic Coordination Group comprised of expert organizations applying the IATG in practice.

The latest version of each IATG module can be found at [www.un.org/disarmament/ammunition](http://www.un.org/disarmament/ammunition).

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<sup>1</sup> S/2008/258.

<sup>2</sup> See also the urgent need to address poorly-maintained stockpiles as formulated by the United Nations Secretary-General in his Agenda for Disarmament, *Securing Our Common Future* (2018).

## Introduction

This IATG module is designed for the guidance of personnel within any government organisation where individuals are involved in the storage, handling and use of ammunition and explosives but are not directly managed by ammunition qualified personnel. This will usually occur in small units, (e.g. police stations or isolated military units).

The principles and procedures for the safe, effective and efficient storage, handling, transport and use of ammunition are the same whether the ammunition and explosives are in an explosive storage area or whether it is held within a small unit. However, it is recognised that the range of procedures and the level of explosives safety awareness and proficiency at the small unit level will be substantially less than at the logistic level. However, the safety and security of ammunition in their possession, regardless of how it was arrived at, and the protection of the surrounding public and other exposed sites (ES), must still be the responsibility of accountable small unit personnel, including their commanders.

This IATG module is designed to guide those responsible for the storage and handling of ammunition and explosives within small units, as well as make commanders aware of their responsibilities for the safety and security of the ammunition under their control. Many clauses in the IATG are directly applicable to safe and secure storage within small units. Where appropriate these Clauses have been included in this IATG module for ease of reference.

Small units may be placed close to the populations they support or protect, meaning the quantity and types of ammunition being held must be kept to the absolute minimum amounts necessary to support the small units' missions. Memorandum of Understandings (MOUs) may need to be established with judicial, police, military, and community leaders towards cooperatively managing and limiting the storage of confiscated explosives materials and on-site ammunition storage, with the goal of minimizing risk to ES. National policy-makers, decision-makers, and technical authorities must be made aware of storage limitations at such locations. They must understand and accept the risk that ammunition storage presents to local populations, as well as the consequences associated with possible violations of IATG 02.20 *Quantity and separation distances* (QD). The risk management process (Section 9 and IATG 02.10) shall be engaged to ensure that risks are understood, commanders are fully informed and that resulting decisions reduce or mitigate the risk to as low as possible commensurate with the operational need.

## Small unit ammunition storage

### 1 Scope

This IATG module introduces guidance for the safe storage and handling of ammunition and explosives in small unit storage, particularly when in close contact with civilian population. Quantities and Hazard Divisions (HD) are deliberately limited, with HD 1,1, 1.21 and 1.3.1 excluded. When operational requirements dictate needs that cannot be met under the strictures of this IATG, advice must be sought from the technical authority<sup>3</sup>. This module is for ready use 'small unit ammunition storage' in limited quantities, not for operational stocks (see 3 Terms and Definitions).

This IATG module does not apply to unit ammunition stored within an ASA.

### 2 Normative references

A list of normative references is given in Annex A. These documents are referred to in the text in such a way that some or all of their content constitutes requirements of this document. For dated references, only the edition cited applies. For undated references, the latest edition of the referenced document (including any amendments) applies.

A further list of informative references is given in Annex B in the form of a bibliography, which lists documents that contain additional information related to the contents of this IATG module.

### 3 Terms and definitions

For the purposes of this module the following terms and definitions, as well as the more comprehensive list given in IATG 01.40 *Glossary of terms, definitions and abbreviations*, shall apply.

The term 'explosive limits licence' refers to *the permitted amount of explosives at a potential explosion site*.

The term 'ammunition storage area' refers to *an area used for the storage of ammunition and explosives and within which authorised ammunition or missile preparation, inspection and rectification operations may also be carried out*.

The term "exposed site" (ES) refers to a magazine, cell, stack, truck or trailer loaded with ammunition, explosives workshop, inhabited building, assembly place or public traffic route which is exposed to the effects of an explosion (or fire) at the potential explosion site under consideration.

The term 'magazine' refers to *any building, structure, or container approved for the storage of explosive materials. (c.f. explosive storehouse (ESH))*.

The term 'national technical authority' refers to *the government department(s), organisation(s) or institution(s) charged with the regulation, management, co-ordination and operation of conventional ammunition storage and handling activities*.

The term 'potential explosion site' (PES) refers to *the location of a quantity of explosives that will create a blast, fragment, thermal or debris hazard in the event of an explosion of its content*.

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<sup>3</sup> For storage of small quantities of explosives up to about 50 kilograms, it is possible to procure commercial, portable steel or concrete magazines which either fully contain effects of an internal detonation or limit external effects to very small distances based on the controlled release of detonation by-products. A number of such containers are identified at Table AP1-4 of DDESB Technical Paper 15 (Revision 3) Approved Protective Construction. It should be noted that such constructions may pose logistical challenges in themselves and should not be seen as an easy workaround.

The term 'shelf life (service life) expiry date (SLED)' refers to the date on which the shelf life (or service life) of an ammunition item expires.

The term 'small unit ammunition storage' refers to storage that allows small quantities of 'ready use' ammunition of HD 1.22, HD 1.32 and HD 1.4 to be kept within buildings that are not specifically designed for ammunition storage (e.g. a police station, unit guardroom or training store).

The term 'small unit' refers to *any government organisation, at the tactical level, where individuals are involved in the storage, handling and use of ammunition and explosives but are not directly managed by ammunition qualified personnel.*

NOTE 1      Examples of small units would include police stations, isolated small military units, border guard posts etc.

In all modules of the IATG, the words 'shall', 'should', 'may' and 'can' are used to express provisions in accordance with their usage in ISO standards.

- a) **'shall' indicates a requirement:** It is used to indicate requirements strictly to be followed in order to conform to the document and from which no deviation is permitted.
- b) **'should' indicates a recommendation:** It is used to indicate that among several possibilities one is recommended as particularly suitable, without mentioning or excluding others, or that a certain course of action is preferred but not necessarily required, or that (in the negative form, 'should not') a certain possibility or course of action is deprecated but not prohibited.
- c) **'may' indicates permission:** It is used to indicate a course of action permissible within the limits of the document.
- d) **'can' indicates possibility and capability:** It is used for statements of possibility and capability, whether material, physical or casual.

## 4 Background

It would be inappropriate to expect personnel not qualified in ammunition management to be aware of all the detailed technical requirements for the safe and secure storage of ammunition and explosives. However, this should not affect their responsibility to protect the health and safety of unit members or the general public.

This IATG module is designed to be used as a checklist and reference guide to the more fundamental Clauses within the IATG that should be applied to small unit ammunition stores in order to ensure a more sound safe and secure ammunition and explosives storage and that such storage complies at least with Risk Reduction Process Level 1.<sup>4</sup>

## 5 Small unit ammunition storage requirements

Small unit ammunition storage allows small quantities of 'ready use' ammunition HD 1.22, HD 1.32 and HD 1.4 to be kept within buildings that are not specifically designed for ammunition storage (e.g. a police station, unit guardroom or training store). It is recommended that a maximum limit of 10kg NEQ of HD 1.22 and/or 1.32 and any quantity of HD1.4 should usually be permitted, although up to 25kg NEQ of HD 1.22 and/or 1.32 and any quantity of HD 1.4 may be authorised if both the technical authority and operational commander agree the need.

When operational requirements necessitate the storage of larger quantities of ammunition, as well as quantities of HD 1.1, HD 1.21, and HD 1.31 ammunition for ready use, the tolerable risk the small unit is willing to accept in their respective environments shall be determined and, in consultation with

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<sup>4</sup> See IATG 01.20 *Index of risk reduction process levels within IATG.*

the ammunition technical authority (ministerial level) these larger quantities shall be authorized based on a quantitative risk assessment<sup>5</sup>. See Chapter 9 for further details.

Table 1 summarises the clauses in the IATG that should be applied to small unit ammunition storage to ensure the safety of unit personnel and the general public. The requirements are listed alphabetically for ease of reference:

Requirement	Summary	IATG Reference	
		IATG #	Clause
Accounting	<ul style="list-style-type: none"> <li>▪ Accounting systems.</li> <li>▪ Stack tally cards.</li> <li>▪ Stocktaking and audits.</li> </ul>	03.10	14.2 14.5 14.6
Ammunition Accidents	<ul style="list-style-type: none"> <li>▪ Actions by user unit.</li> <li>▪ Reporting format.</li> </ul>	11.10	8 Annex C
Bans and Constraints	<ul style="list-style-type: none"> <li>▪ Ensure that ammunition that is either banned or constrained for use is identified and segregated.</li> </ul>	01.70	6 7
Classification of Ammunition and Explosives	<ul style="list-style-type: none"> <li>▪ Ammunition and explosives are classified in accordance with the UN Globally Harmonised System.</li> </ul>	01.50	6.1 6.2
Controlled Articles and Contraband	<ul style="list-style-type: none"> <li>▪ The prohibition of contraband within small magazines.</li> </ul>	06.10	5.3
Documentation and Records (Held in Magazine)	<ul style="list-style-type: none"> <li>▪ Explosive Limits Licence</li> <li>▪ Humidity Record</li> <li>▪ PES Log Book</li> <li>▪ Temperature Record</li> </ul>	02.30 06.70 06.70 06.70	7 Annex D Annex C Annex D
Explosives Licence	<ul style="list-style-type: none"> <li>▪ Required to ensure that safe levels of storage are authorised and maintained.</li> </ul>	02.30	7
Faults and Performance Failures during use	<ul style="list-style-type: none"> <li>▪ System for the reporting of ammunition faults and performance failures when used for training or on operations.</li> </ul>	01.60	7 8 Annex C
Fire Safety	<ul style="list-style-type: none"> <li>▪ Fire alarm systems.</li> <li>▪ Fire practices.</li> <li>▪ Fire signs and symbols.</li> <li>▪ Immediate fire fighting appliances.</li> <li>▪ Unit immediate actions.</li> </ul>	02.50	7 8.2 10.2 10.3 11.1
Inspections (External)	<ul style="list-style-type: none"> <li>▪ To ensure that unit ammunition stores are appropriately inspected on a regular basis.</li> </ul>	06.70	5.2
Inspections (Internal)	<ul style="list-style-type: none"> <li>▪ To ensure that unit ammunition stores are appropriately inspected on a regular basis.</li> </ul>	06.70	5.1
Log Books (Magazine)	<ul style="list-style-type: none"> <li>▪ Log books for potential explosion sites (PES) should be kept and maintained.</li> </ul>	06.70	5.1.1
Mixing Rules	<ul style="list-style-type: none"> <li>▪ Ensures that ammunition of conflicting compatibility groups are not stored together.</li> </ul>	01.50	7.1
Quantity and Separation Distances	<ul style="list-style-type: none"> <li>▪ These should be developed by qualified ammunition personnel and will be clearly stated on the Explosive Limits Licence.</li> </ul>	02.20	<b>Not for Unit Use</b>
Risk Analysis and Acceptance	<ul style="list-style-type: none"> <li>▪ Should resources not be available to achieve the requirements of this IATG, then the residual risk SHALL be formally accepted at the appropriate level. This should normally not be below Ministerial level.</li> </ul>	02.10	11

<sup>5</sup> See IATG 02.10, Chapter 5 The concept of safety

Requirement	Summary	IATG Reference	
		IATG #	Clause
Security of Magazines	<ul style="list-style-type: none"> <li>▪ Access Control.</li> <li>▪ Physical security infrastructure.</li> </ul>	09.10	8.5 8.6
Transport of Ammunition	<ul style="list-style-type: none"> <li>▪ In accordance with UN Model Regulations.</li> </ul>	08.10	All
Warning Signs	<ul style="list-style-type: none"> <li>▪ In accordance with the UN Globally Harmonised System.</li> </ul>	01.50	6.1 6.1.1

Table 1: Small unit ammunition storage requirements

## 6 Magazine infrastructure

The unit ammunition store or magazine should comprise a single room, or several compartments separated from each other by internal walls. A Receipts and Issues (R&I) room may form an integral part of the ammunition store but should be situated at one end of the building.

Each compartment should only have one door, and this should open outwards. In certain situations, (for example where only Hazard Division (HD) 1.4 ammunition is to be stored) a purpose-built explosives store is not required.

The physical infrastructure should be in line with the guidance contained within IATG 05.20 *Types of buildings for explosives facilities*. The magazine should be unheated.

## 7 Unit ammunition inspections

Small units holding ammunition and explosives should be formally inspected by ammunition qualified personnel at the frequencies shown in Table 2:

Type of Explosives Licence <sup>6</sup>	Inspection Frequency	Remarks
Standard	Annually	<ul style="list-style-type: none"> <li>▪ Small units are unlikely to hold one of these licences.</li> </ul>
Non-Standard	6 monthly	<ul style="list-style-type: none"> <li>▪</li> </ul>
Authorised Quantity	6 monthly	<ul style="list-style-type: none"> <li>▪</li> </ul>
	Annually	<ul style="list-style-type: none"> <li>▪ For those small units holding only small arms ammunition.</li> </ul>

Table 2: Small unit ammunition inspection frequency

The efficiency of the unit in relation to its ammunition responsibilities should, on completion of each periodic inspection, be graded in terms of **Satisfactory** or **Unsatisfactory**. The grading shall be based on the standard found at the time of the inspection and give an accurate picture of the efficiency of the unit.

Small infringements may be corrected as the inspection proceeds, but a general comment observing this is to be recorded in the report. Subsequent corrective action may be taken as necessary to correct faults and bring the unit up to an acceptable standard. Accurate reporting is essential to give the chain of command a clear and unambiguous view of ammunition and explosives safety across their area. This grading shall be recorded on IATG Form 12.20A (see Annex C) (or national equivalent) by the Inspector.

<sup>6</sup> See IATG 02.30 *Licensing of explosive facilities*, Clause 7.

When assessing the grading of a unit's efficiency, the Inspector should base his or her judgement on the points listed in IATG 06.70 *Inspection of explosives facilities*, Annex E. An unsatisfactory grading should only be given if:

- A) there is more than one inexcusable violation of a major point which is considered to compromise explosive safety;
- B) there are four or more minor points violated and no corrective action has been taken during the inspection; or
- C) recommendations to resolve a major point or two minor points specified in a previous inspection report have not been carried out.

At unit inspections, the Inspector shall report any ammunition, which, in his or her opinion, has deteriorated or has been damaged through the fault of the unit. Such ammunition is to be the subject of a Damage Report that is to be processed in the usual manner.

The Inspector shall also recommend if more specialist inspections are warranted, (e.g. electrical, lightning protection, infrastructure stability etc). These should be carried out, as a minimum, on an annual basis (National Regulations should be the ultimate arbiter).

A recommended report format for small unit ammunition inspections is at Annex C for information.

## **8 Unserviceable ammunition stocks and recovered ammunition and explosives**

Any unserviceable ammunition in unit holdings (e.g. misfired SAA) is to be separated from serviceable stocks in ammunition containers and clearly marked to indicate that it should not be used and is unserviceable, i.e. condition D. Ammunition in HD 1.4 can be kept within the store if no other storage facility is available. Ammunition in other HD is not to be stored in the same store but is to be removed to a separate store to await removal to a theatre ammunition facility or collection by an EOD unit.

If recovered ammunition items are required as evidence in legal proceedings and hence must be retained in the custody of the legal system until required at trial, then they may be kept in the unit unserviceable store until such time as the EOD unit can collect them. They must be recorded and signed for by the EOD unit to ensure continuity of evidence. Under normal circumstances the EOD unit will be called out to deal with these items, with no involvement of the unit controlling the store.

## **9 Risk management**

In many public security situations, the ammunition and explosives of the police or other security agencies, plus that recovered from criminals being kept for forensic or judicial requirements, will often be stored within urban areas. This may place the local population at risk unless the requirements of this IATG are strictly adhered to.

The risk management process explained in IATG 02.10 *Introduction to risk management principles and processes* shall be followed whenever IATG 02.20 Quantity Distances cannot be met. All possible efforts shall be taken to reduce or mitigate the risk to As Low as Reasonably Practicable (ALARP) levels, and once accomplished, any residual risk must be formally accepted at an appropriate level. If human life is still at risk that appropriate level should be at Ministerial level.

The risk acceptance criteria will result from three factors:

- a) local perceptions of societal risk<sup>7</sup> and hence the detailed specification of 'tolerable risk';
- b) the potential economic costs and losses due to an undesired explosive event, which may include: 1) explosive ordnance disposal remediation costs; 2) reconstruction costs (for public and civilian buildings); 3) injury compensation costs; and 4) ammunition replacement costs); and
- c) environmental impact.

Where tolerable risk has been achieved, then that risk and the residual risk should be formally accepted by the appropriate authority within the ammunition users' organisation. In terms of ammunition storage this should usually take the form of issuing Explosive Limit Licences for the ammunition storage area. (See IATG 02.30 *Licensing of explosives facilities*).

Where tolerable risk has not been achieved, and where resources are not being made available to achieve tolerable risk in the short term, then the residual risk should be formally accepted in writing by the entity responsible for the allocation of resources to the stockpile management organisation. Provided measures to achieve tolerable risk have been identified, then the residual risk is now an issue of resource allocation and not one of technical knowledge.

Should the resource allocation entity refuse to formally accept the risk in writing, then the issue should be referred to the next level of government for reconciliation of the issue. If this stage is reached it is then a political responsibility to free up the required resources, or the risk should be formally accepted in writing at that level of government. Formal acceptance of risk means taking individual and personal responsibility should there be future consequences associated with an explosive event involving stored ammunition and explosives; hence it is likely that the issue of risk acceptance may reach quite high levels of government and the political level. This assures accountability should there be an explosive event in the future, as politicians should have accepted the consequences of a decision not to allocate sufficient resources to achieve tolerable risk. This process should take place annually during the budget development process for the stockpile management organisation.

Given that most, if not all, Small Unit Ammunition Stores will be within a working facility and likely to be in close proximity to the general public, and that there is often an emergency or operational need for the users of the store to hold ammunition of HD1.1, 1.2 or 1.3, planners and designers should consider the application of QDs and if these QDs cannot be achieved in a particular situation, the advice of an explosives safety expert should be sought, to conduct an explosives safety case using Qualitative Risk Assessment techniques and commercially-available software.

## 9.1 Risk communication (LEVEL 1)

Risk communication is an interactive process of exchange of information and opinion on risk among the owners and managers of small unit ammunition, small unit commanders, risk assessors, risk managers, and other stakeholders, which may include representatives from the local civilian community that may be impacted by the risk. Risk communication is an integral and ongoing part of the risk management process, and ideally all stakeholder groups should be involved from the start. Risk communication makes stakeholders aware of the results of the risk assessment, the logic behind the risk analysis process and the remedial measures taken to ensure a level of tolerable risk.

The identification of particular interest groups and their representatives should comprise a part of an overall risk communication strategy. This risk communication strategy should be discussed and agreed upon between risk managers early in the process to ensure two-way communication. This strategy should also cover who should present information to the public, and the way it should be done. The risk communication strategy should aim to improve the perceptions of safety for the personnel within the ammunition depot and the local community.

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<sup>7</sup> Risk perception or aversion may vary in different population groups, especially between men and women. A proper assessment of perceived societal risk and therefore of risk tolerance should endeavour to gather information from men and women, representative of diverse socioeconomic groups.

Ammunition and situational risk shall also be communicated up the chain of command.

## **10 Useful forms and report format templates**

The IATG implementation support toolkit <sup>8</sup> contains a range of templates for the necessary forms and report formats to support the safe, effective and efficient management of ammunition at the small unit level.

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<sup>8</sup> IATG implementation support toolkit available at [www.un.org/disarmament/ammunition](http://www.un.org/disarmament/ammunition)

## **Annex A** **(normative)** **References**

The following normative documents contain provisions, which, through reference in this text, constitute provisions of this module. For dated references, subsequent amendments to, or revisions of, any of these publications do not apply. However, parties to agreements based on this module are encouraged to investigate the possibility of applying the most recent editions of the normative documents indicated below. For undated references, the latest edition of the normative document referred to applies. Members of ISO maintain registers of currently valid ISO or EN:

- a) IATG 01.20 *Index of risk reduction process levels within IATG*. UNODA;
- b) IATG 01.40 *Glossary of terms, definitions and abbreviations*. UNODA;
- c) IATG 01.50 *UN Explosive hazard classification system and codes*. UNODA;
- d) IATG 02.10 *Introduction to risk management principles and processes*. UNODA;
- e) IATG 02.20 *Quantity and separation distances*. UNODA;
- f) IATG 02.30 *Licensing of explosives facilities*. UNODA;
- g) IATG 08.10 *Transport of ammunition*. UNODA.

The latest version/edition of these references should be used. The UN Office for Disarmament Affairs (UNODA) holds copies of all references<sup>9</sup> used in this guideline and these can be found at: [www.un.org/disarmament/un-safeguard/references](http://www.un.org/disarmament/un-safeguard/references). A register of the latest version/edition of the International Ammunition Technical Guidelines is maintained by UNODA, and can be read on the IATG website: [www.un.org/disarmament/ammunition](http://www.un.org/disarmament/ammunition). National authorities, employers and other interested bodies and organisations should obtain copies before commencing conventional ammunition stockpile management programmes.

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<sup>9</sup> Where copyright permits.

## Annex B (informative) References

The following informative documents contain provisions, which should also be consulted to provide further background information to the contents of this module:<sup>10</sup>

- A) AASTP-1, Edition B, Version 1, *NATO Guidelines for the Storage of Military Ammunition and Explosives*. NATO Standardization Office (NSO). December 2015. <http://nso.nato.int/nso/nsdd/listpromulg.html>;
- B) AASTP-5, Edition 1, Version 3, *NATO Guidelines for the Storage, Maintenance and Transport of Ammunition on Deployed Missions or Operations*. NATO Standardization Organization (NSO). June 2016;
- C) Technical Paper 15, Revision 3. *Approved Protective Constructions*. US Department of Defense Explosive Safety Board (DDESB). May 2010. [www.wbdg.org/building-types/ammunition-explosive-magazines](http://www.wbdg.org/building-types/ammunition-explosive-magazines)
- D) NATO (AC/326 SG/C)D(2010)0001 Revision 3, *Nationally Approved Structures*. 5 January 2010

The latest version/edition of these references should be used. The UN Office for Disarmament Affairs (UNODA) holds copies of all references<sup>11</sup> used in this guideline and these can be found at: [www.un.org/disarmament/un-safeguard/references](http://www.un.org/disarmament/un-safeguard/references). A register of the latest version/edition of the International Ammunition Technical Guidelines is maintained by UNODA, and can be read on the IATG website: [www.un.org/disarmament/ammunition](http://www.un.org/disarmament/ammunition). National authorities, employers and other interested bodies and organisations should obtain copies before commencing conventional ammunition stockpile management programmes.

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<sup>10</sup> Data from many of these publications has been used to develop this IATG.

<sup>11</sup> Where copyright permits.

## Annex C (informative)

### Example Small Unit Ammunition Inspection Report

Small Unit Ammunition Inspection Report (SPECIAL / ROUTINE) <sup>12</sup>			
			IATG Form 12.20A
<b>Date of Inspection:</b>		<b>Other Units using Store:</b>	
<b>Serial Number:</b>		<b>Store Inspected (Location)</b>	
<b>Unit:</b>		<b>Explosive Licence(s) Serial Number:</b>	
<b>Address:</b>		<b>Grading of Unit Efficiency</b>	SATISFACTORY / UNSATISFACTORY <sup>13</sup>
<b>Inspected by:</b>			
<b>Inspection Unit:</b>			

#### 1. Inspector's Comments

The following inspection report has been compiled by *(Insert Inspector's Full Name and Appointment)* under the authority of *(Insert Technical Authority)*.

The inspection has been conducted in accordance with the criteria laid down in IATG 06.70 *Inspection of explosives facilities*. The inspection covers the management and control of explosives and explosives facilities in accordance with those guidelines. The inspection has been a sample of the documentation, facilities and activities. It is to be noted that there may be documentation, facilities or activities unobserved by the inspector that remain non-compliant with the IATG Guidelines.

#### 2. Previous Reports (Fire, Security etc)

#### 3. Explosives Licensing and Safeguarding Maps

#### 4. Ammunition Accounts

n.b. This should include any bans or constraints on any ammunition held, plus SLED.

#### 5. Standing Operating Procedures (SOP)

#### 6. Condition of store

n.b. Security, safety, fire measures, information displayed (emergency procedures, phone numbers, licence, A in U list etc), work services, locks, windows and so on, cleanliness, ammunition on battens/pallet bases, stack tally cards and all other important management measures.

<sup>12</sup> Delete as applicable.

<sup>13</sup> Delete as applicable.

**7. Condition of Ammunition**

**8. Closing Remarks**



Item No	Designation	Batch/lot or Date	Quantity		Sentence and Quantity			Remarks and reason for sentence other than "S"	Action to be taken by Unit
			On Charge	Inspected	S <sup>14</sup>	R <sup>15</sup>	U/S <sup>16</sup>		
INSPECTED: Signature of Inspector:			INSPECTOR'S REMARKS:						CONFIRMED:
Date:			Signature of Inspector:			Date:		Signature of Chief Inspector:	
								Date:	

