



DEPARTMENT OF THE NAVY

UNITED STATES NAVAL ACADEMY
121 BLAKE ROAD
ANNAPOLIS MARYLAND 21402-5000

USNA/AACINST 8020.2
4/Safety

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USNA/AAC INSTRUCTION 8020.2

From: Superintendent, U. S. Naval Academy

Subj: EXPLOSIVES SAFETY SELF-ASSESSMENT (ESSA) PROGRAM

Ref: (a) NAVSEA OP5, Volume 1, Seventh Revision
(b) NAVSEAINST 8020.14B

Encl: (1) Explosive Safety Self Assessment (ESSA) Schedule

1. Purpose. To delineate the ESSA process in the Annapolis Area Complex as required by references (a) and (b).

2. Objective. The objective of the ESSA is to ensure an effective explosives safety program via an ongoing self-inspection process. The ESSA process is to be used as an administrative tool to prevent mishaps involving explosives and to maintain the highest level of compliance with Department of Defense (DOD) and Department of the Navy (DON) regulations, thus safeguarding personnel and property.

3. Action.

a. The ESSA will be performed annually. The ESSA process will be implemented as follows:

(1) Each month, with the exception of July and December, a different explosives safety program will be evaluated as depicted in enclosure (1). The evaluation team will consist of the Explosives Safety Officer (ESO) and an observer/escort from the Small Arms Training Department. Additional personnel may be added to augment the team where specific expertise is needed, e.g., Physical Security. The evaluation of each program will be conducted using the checklists found in reference (b), as well as explosives safety and occupational safety directives where applicable.

(2) Monthly evaluations will be documented on an Explosives Safety Command Action Plan (ESCAP). The ESCAP will be maintained and updated by the ESO on an ongoing basis. Copies of the completed checklist for each program will be kept on file for a minimum period of three years.

(3) All deficiencies, including findings corrected during the evaluation, will be documented on the ESCAP. Items not corrected will be carried over and re-inspected during the next monthly evaluation, until corrected.

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(4) The ESSA results from each program will be compiled into an annual report and forwarded to the Superintendent by 31 December of each year. More frequent reports to the Superintendent may be made at the discretion of the ESO if serious findings are identified or after an explosives mishap or near-mishap. The annual report will be promulgated to the members of the command Occupational Safety and Health Policy Council.

4. The ESO is responsible for the periodic review of this instruction.



RODNEY P. REMPT

Explosive Safety Self Assessment (ESSA) Schedule
U.S. Naval Academy Complex

The ESSA for each program element will be performed on the first Wednesday of each month* as follows:

Month	Program #	Program Name
January	01	Administration and Management
February	02	Qualification & Certification
March	03	Standard Operating Procedures
April	04	Ammunition Storage/Magazines/MHE
May	06	Lightning Protection and Grounding
June	07	Environmental Compliance
August	08	AA&E Physical Security
September	09	Ranges
October	10	Motor Vehicle Transportation
November	15	Inventory Management

*Alternate Schedule: If workloads prevent the performance of the above evaluations during the scheduled month, the evaluations may be combined into bi-monthly or quarterly intervals at the discretion of the ESO.