

**MARINE CORPS BASE  
CAMP PENDLETON**

**RANGE OPERATIONS DIVISION  
INFORMATION SHEET**

(Updated 25 august 2008)

**RANGE SAFETY OFFICER COURSE**

THE COURSE IS CONDUCTED ONCE PER MONTH AT THE MCB CAMP PENDLETON TRAINING CENTER (BASE THEATER) BLDG 1330.

**THE CLASS HANDOUT AND "BUBBLE SHEET" ARE NOT PROVIDED AT THE CLASS. PERSONNEL ATTENDING THE RSO CLASS MUST GO TO THE RANGE OPERATIONS DIVISION INTRANET WEB SITE AND PRINT IT OUT TO BRING TO CLASS:**

<https://158.238.251.13/pendleton/ot/staff/rod/default.aspx>

If you cannot reach this site, send an e-mail to [marsha.addison@usmc.mil](mailto:marsha.addison@usmc.mil) Please state that you would like a Class Handout and bubble sheet emailed to you.

The course will be held on the following dates in 2008/2009:

05 SEP, 03 OCT, 07 NOV, 05 DEC

**DATES FOR 2009;** 09 JAN, 06 FEB, 06 MAR, 03 APR, 01 MAY, 05 JUNE, 10 JULY, 07 AUG, 4 SEPT, 02 OCT, 06 NOV, 04 DEC.

**TYPES OF RSOs**

1. Live Fire – OIC/RSO for all types of training
2. Non-live Fire – OIC/RSO for training with munitions not involving projectiles or explosions (blanks, smoke grenades, pyrotechnics and CS are OK)
3. Without munitions – RSO for events involving no munitions whatsoever.

**PREREQUISITES**

1. Prerequisites:

a. Military Personnel

- i. Complete the Range Safety Course (Basic) Distance Learning course (not required for RSO without munitions)

**(Required per MARADMIN 214/06 – See below)**

- ii. E-5 or above for with munitions, E-4 or above for without munitions
- iii. Unit Point of Contact information
- iv. Pen or pencil
- v. Something to write on (clipboard etc.)

b. Civilian Personnel

- i. Complete the Range Safety Course (Basic) Distance Learning course (not required for RSO without munitions)

**(Required per MARADMIN 214/06 – See below)**

- ii. Unit Point of Contact information
- iii. Pen or pencil
- iv. Something to write on (clipboard etc.)

**THE DISTANCE LEARNING COURSE IS NOT REQUIRED FOR RSO WITHOUT MUNTIONS**

## 2. Class Information

- a. Enrollment for each class will begin at 0815. Doors will be closed at 0830 and the course of instruction will commence as soon as enrollment is completed. The facility is theater seating, with no desk top features. Therefore, a clipboard, hard-cover book, or similar contrivance is recommended to facilitate writing. **ENSURE THAT YOU BRING THE HANDOUT AND BUBBLE SHEET TO CLASS.**
- b. The class will last until approximately 1200.
- c. The class is taught as follows
  - i. The first part of the class (about one hour) will cover the without munitions regulations.
  - ii. Everyone will be tested on that portion.
  - iii. Personnel that want a without munitions certification will turn in their answer sheets and be allowed to leave.
  - iv. Everyone else will continue in the class and the ammunition portion of the class will be covered.
  - v. Everyone will be tested on that portion.
  - vi. Personnel that want a non-live fire certification will turn in their answer sheets and be allowed to leave.
  - vii. Everyone else will continue in the class, which will last until about 1200. Answer sheets will be turned in.
  - viii. Tests will NOT be graded immediately. Results will be available the following Wednesday.
  - ix. The following Wednesday a roster will be published on the Range Operations Division Intranet Site (see "LINKS" below) showing the results.

THE CLASS ROSTER DOES NOT AUTHORIZE ANYONE TO BE AN RSO

BEFORE ANYONE CAN RSO OR OIC ANY EVENT THEY MUST BE DESIGNATED AS AN RSO/OIC, IN WRITING, BY THEIR BATTALION COMMANDER, THIS INCLUDES ALL THREE TYPES OF RSO (FOR LIVE FIRE AND NON-LIVE FIRE THE BN CMDR MUST ALSO CERTIFY THAT THE PERSONNEL HAVE COMPLETED THE DISTANCE LEARNING COURSE)

The designation letter from the Bn CO must be in the format published on the ROD Intranet Web Site (see "LINKS" below). Once the designation letter is received at Range Scheduling it will take no more than five working days to get the individual in the system and authorized to RSO/OIC.

**DO NOT EXPECT TO ATTEND THE CLASS ON FRIDAY AND RSO ON MONDAY**

## **RANGE FACILITY MANAGEMENT SUPPORT SYSTEM (RFMSS) COURSE**

THIS COURSE IS CONDUCTED THE FIRST WEDNESDAY OF EACH MONTH (EXCEPT HOLIDAYS) IN BLDG 2399

1. Prerequisites:
  - a. Must be a member of a unit authorized to use RFMSS on Camp Pendleton
  - b. Must be designated by unit Commanding Officer or authorized representative to attend.
2. Class Information:
  - a. Class starts at 0800 and will last until approximately 0930.

## **FORWARD AIR CONTROLLER (FAC) COURSE**

THIS COURSE IS ONLY HELD IN BLDG 2399 ON THE SAME DAYS AS THE RSO COURSE BUT **ONLY IF A UNIT REQUESTS IT AT LEAST SEVEN DAYS PRIOR** TO THE RSO COURSE

1. Class starts at 1300

## **UNMANNED AERIAL VEHICLE (UAV) Operator Classes**

THIS COURSE IS ONLY HELD IN BLDG 2399 ON THE SAME DAYS AS THE RSO COURSE BUT **ONLY IF A UNIT REQUESTS IT AT LEAST SEVEN DAYS PRIOR** TO THE RSO COURSE

1. Class starts at 1430

## **LINKS**

Camp Pendleton Web Site: [www.pendleton.usmc.mil](http://www.pendleton.usmc.mil)

Camp Pendleton Map: [www.pendleton.usmc.mil/cpao/pages/pcs/map.pdf](http://www.pendleton.usmc.mil/cpao/pages/pcs/map.pdf)

Range Operations Division Intranet Web Site:

<https://158.238.251.13/pendleton/ot/staff/rod/default.aspx>

If you cannot reach this site and you only need a copy of the class roster, send an e-mail to [marsha.addison@usmc.mil](mailto:marsha.addison@usmc.mil) Please state that you would like a class roster and the date you took the class.

### **The following are all available on the Range Operations Intranet site:**

RSCC HANDOUT AND BUBBLE SHEET: Click on the "RCB" tab, then click on the "RSCC OUTLINE" button.

RSCC (RSO CLASS) ROSTER: Click on the "RCB" tab, then click on the "RSCC ROSTER" button.

SAMPLE COMMANDER DESIGNATION LETTER: Click on the "RCB" tab, then click on the "RSCC ROSTER" button.

FIRE DANGER RATING (FDR): The FDR is shown in a scrolling banner across the top of the page.

FDR RESTRICTIONS: Click on the "FDR Restrictions" button on the right side of the page.

BASE ORDER 3500.1N: Click on the BO 3500.1N (RTA SOP) Button.

RANGE MATRIX: Click on the "RCB" tab then click on the "Range Matrix" button.

DISTANCE LEARNING COURSE INFORMATION: Click on the "RCB" tab, then click on the "DL COURSE INFO" button.

MARINET LINK: [www.marinenet.usmc.mil/portal/](http://www.marinenet.usmc.mil/portal/)

Date signed:

05/09/2006

MARADMIN Number:

214/06

RANGE SAFETY COURSE (BASIC)-DISTANCE LEARNING

Subject:

R 090025Z MAY 06  
FM CMC WASHINGTON DC(UC)  
TO AL MARADMIN(UC)  
UNCLASSIFIED//  
MARADMIN 214/06  
MSGID/GENADMIN/CG TECOM QUANTICO VA//  
SUBJ/RANGE SAFETY COURSE (BASIC)-DISTANCE LEARNING//  
REF/A/DOC/CMC/01JULY2004//  
REF/B/DOC/CMC/19JUNE2003//  
NARR/REF (A) IS MCO 5100.29A, MARINE CORPS SAFETY PROGRAM. REF (B)  
IS MCO 3570.1B, RANGE SAFETY.//  
POC/E.R. SOBIERANSKI/GS-14/TECOM RTAM/LOC: QUANTICO/TEL/DSN:  
278-4480 OR COML: (703) 784-4480/EMAIL:  
SOBIERANSKIER@TECOM.USMC.MIL//  
MSGID/GENADMIN/-//  
GENTEXT/REMARKS/1. SITUATION. REF (A) ASSIGNS THE RANGE AND  
TRAINING MANAGEMENT BRANCH (C465) THE RESPONSIBILITY FOR THE RANGE  
SAFETY PROGRAM. REF (B) PROVIDES RANGE SAFETY POLICY FOR THE MARINE  
CORPS. BASE/STATION COMMANDERS ARE RESPONSIBLE FOR SAFE RANGE  
OPERATIONS. THE BASE/STATION RANGE CONTROL OFFICER (RCO) CONDUCTS  
THE OFFICER IN CHARGE (OIC) AND RANGE SAFETY OFFICER (RSO) RANGE  
SAFETY CERTIFICATION PROGRAM. LOCAL RANGE SAFETY CERTIFICATION  
PROGRAMS PROVIDE BASE/STATION SPECIFIC INFORMATION ON RTA POLICIES  
AND PROCEDURES.  
2. MISSION. THE RANGE SAFETY COURSE (BASIC)-DISTANCE LEARNING (RSC  
(BASIC)-DL) IS A STANDARDIZED PERIOD OF INSTRUCTION THAT PROVIDES  
OICS AND RSOS FUNDAMENTAL INFORMATION REQUIRED TO SUCCESSFULLY  
PERFORM THEIR DUTIES. COMPLETION OF THE RSC (BASIC)-DL IS A  
PREREQUISITE FOR MARINE ENROLLMENT IN THE INTERSERVICE RANGE SAFETY  
COURSE (INTERMEDIATE).  
3. EXECUTION  
A. COMMANDER'S INTENT. PER REF (B) COMMANDERS MUST DESIGNATE AN  
OIC AND RSO FOR EACH FIRING EXERCISE. PROSPECTIVE OICS AND RSOS MUST  
COMPLETE THE RSC (BASIC)-DL PRIOR TO ENROLLMENT IN THE BASE/STATION  
RANGE SAFETY CERTIFICATION PROGRAM. OICS AND RSOS MUST COMPLETE BOTH  
THE RSC (BASIC)-DL AND THE LOCAL RANGE SAFETY CERTIFICATION PROGRAM  
TO PERFORM THEIR DUTIES ON BASE/STATION RANGES. THE RSC (BASIC)-DL  
DOES NOT RELIEVE THE BASE/STATION COMMANDER OF THE REQUIREMENT TO  
PROVIDE A LOCAL RANGE SAFETY CERTIFICATION PROGRAM FOR OICS/RSOS PER  
REF (B). THOSE OICS AND RSOS CURRENTLY CERTIFIED WILL HAVE TO  
COMPLETE THE RSC (BASIC)-DL COURSE PRIOR TO RECERTIFICATION BY THE  
RCO.  
B. CONCEPT OF OPERATIONS. THE RSC (BASIC)-DL IS LOCATED ON  
MARINE NET AT **WWW.MARINET.USMC.MIL/PORTAL/DEFAULT.ASP**  
COURSE NUMBER **CI060120CA**. THE COURSE CONSISTS OF THREE MODULES OF  
LESSONS COVERING RANGE SAFETY REGULATIONS, OPERATIONAL RISK  
MANAGEMENT, RANGE SAFETY RESPONSIBILITIES AND DEFINITIONS, SURFACE  
DANGER ZONES, AMMUNITION HANDLING PROCEDURES, AND RANGE SAFETY  
COMMUNICATION PROCEDURES. THE FOURTH MODULE CONSISTS OF PRACTICAL  
EXERCISES REQUIRING THE MARINE TO COMPLETE RANGE SAFETY ACTIVITIES  
RELATED TO FIVE LIVE-FIRE EXERCISE SCENARIOS. HAVING COMPLETED THE  
RSC (BASIC)-DL ON-LINE, THE PROSPECTIVE OIC/RSO MUST REPORT TO A DL  
LABORATORY/LEARNING RESOURCE CENTER ON THEIR RESPECTIVE BASE/STATION  
TO TAKE THE PROCTORED FINAL TEST. UPON SUCCESSFUL COMPLETION OF THE

TEST THE OIC/RSO WILL RECEIVE THE RSC (BASIC)-DL COMPLETION CERTIFICATE. THE RCO WILL VIEW THE RSC (BASIC)-DL COMPLETION CERTIFICATE PRIOR TO ENROLLING THE MARINE IN THE LOCAL RANGE SAFETY CERTIFICATION PROGRAM. STAND ALONE VERSIONS OF THE COURSE ARE ALSO AVAILABLE AT LOCAL RANGE CONTROLS TO TRAIN PERSONNEL NOT AUTHORIZED TO HAVE AN ACCOUNT ON MARINE NET.

4. ADMINISTRATION AND LOGISTICS. THE RSC (BASIC)-DL CERTIFICATE IS VALID FOR THREE YEARS FROM THE DATE OF ISSUE.

5. COMMAND AND SIGNAL. THIS MARADMIN IS APPLICABLE TO THE TOTAL FORCE.//

All personnel stationed aboard a Marine Corps Base are required to take the proctored final exam at a Learning Resource Center (LRC). Information about LRC locations and hours is available on the Marine Net web site or by calling (760)763-4654.

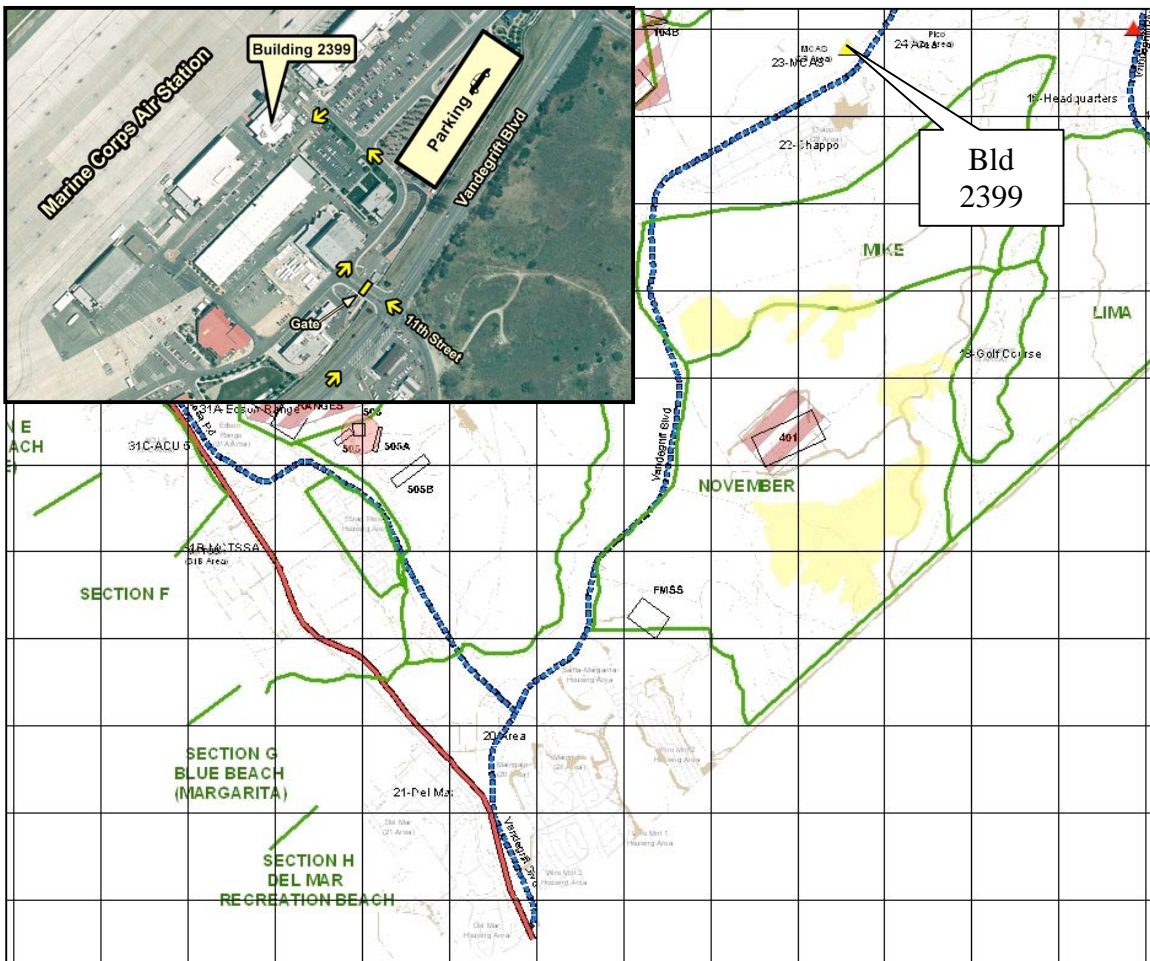
Personnel not stationed aboard a Marine Corps Base must still complete the DL course but may take the proctored final exam the same day that they take the RSO course by reporting to the Range Control office (same location as the RFMSS class - directions below) prior to 0700 and registering with the Range Control Officer (RCO). THIS IS NOT AN OPTION FOR CAMP PENDLETON PERSONNEL.

## LOCATIONS



### RFMSS, FAC and UAV Course

- From Interstate 5:
  - Take the “Camp Pendleton” exit.
  - Pass through the gate (ID, vehicle registration, and current insurance (or rental agreement) may be required), and proceed north on VANDEGRIFT BLVD for approximately 8 miles.
  - At the 11<sup>th</sup> Street stoplight (indicated on map below), you will turn left on to the Marine Corps Air Station.
  - Once you pass through the gate (ID, vehicle registration, and current insurance (or rental agreement) may be required), turn right. Follow the road around to the stop sign. You will need to park your vehicle in the parking lot on your right.
  - Once you have parked your vehicle walk north, toward the flight line (away from Vandegrift Blvd). To your left you will see the new air traffic control tower. Building #2399 is the building on the South side of the tower (essentially between you and the tower).
  - Take the stairs outside the southwest corner of the building and enter Room #203. This is where you will register for the class.



## RSO Course

### Directions:

- From Bld 2399, travel north on Vandegriff Blvd to Rattle Snake Canyon Road.
- Follow Rattle Snake Canyon to where it meets back up with Vandegriff Blvd – Turn Right.
- The Training Center (Base Theatre) is located on Mainside on the west side of Vandegriff Blvd at 13<sup>th</sup> Street. It is approximately 10.6 miles from the main gate at I-5 if you use the Rattlesnake Canyon Road shortcut (11.7 if you do not). It is approximately 2.0 miles from the San Luis Rey gate.

□

