

**STANDARD OPERATING PROCEDURE FOR USING THE JOINT  
STORAGE FACILITY (JSF) AS THE SINGLE DISTRIBUTION POINT  
FOR MSC RADIACS**

**NOTE: THIS SOP SHALL NOT INVOLVE THE USE OF RADIAC EQUIPMENT HAVING RADIOACTIVE CHECK SOURCES.**

**NOTE: CALIBRATION, SHIPMENT AND STORAGE OF "MEDSAFE" END USE EQUIPMENT (e.g., AN/PDR-56's) ASSIGNED TO THE MEDICAL DEPARTMENT ABOARD USNS COMFORT AND USNS MERCY SHALL NOT BE HANDLED PER THIS SOP, BUT SHALL CONTINUE TO BE HANDLED PER EXISTING RPPM 100 REQUIREMENTS DIRECTLY WITH THEIR SERVICING RCL.**

- I. Initial MFR Fielding and Transfer of Allowances to JSF
  - a. COMSC will prepare a RADIAC Allowance Change Request (ACR) requesting elimination of current MSC ship RADIAC allowances and the establishment of a single RADIAC allowance for JSF containing existing inventoried equipment and projected additional equipment needed for support (additional MFRs for ROS4/5, etc). The ACR will be formally approved IAW RPPM 100 prior to commencing exchanges of RADIAC equipment.
  - b. COMSC will release an ALLMSC message to ships directing the immediate turn-in of AN/PDR-27s and AN/PDR-43s. The ships will be given guidance to either hand deliver the equipment to the nearest RCL or ship the equipment IAW RPPM 100 to either Yorktown or San Diego RCL.
  - c. SSCC shall notify all RCLs of the impending turn-ins and start to prepare MFRs for fielding.
  - d. Once the AN/PDR-27s and AN/PDR-43s are received by the RCL, the RCL shall notify SSCC with a copy to their RFM. SSCC will review records to determine whether the appropriate quantity has been turned in, and work through COMSC N7 to resolve any issues.
  - e. SSCC will direct, with info to RFM, the designated RCL(s) to forward calibrated MFR equipment to JSF as ships complete turn-ins.
  - f. The RCL(s) will ship the calibrated MFR equipment to JSF with an accompanying memo stating that the specific ship has completed AN/PDR-27 and AN/PDR-43 turn-in and that JSF is being issued replacement MFR equipment to support their mission. The RCL(s) will update IRIS to show both the end user

- g. Once JSF has custody of the MFR equipment, JSF will either store or field to specific ships, as directed by MSC HQ. JSF will use their local inventory management system to provide an auditable tracking process for each piece of equipment.

## II. RADIAC Calibration

- a. NAS ROTA RADIAC Calibration Laboratory (ROJ) shall serve as the sole servicing RCL for MSC ships. **MSC SHORE SIDE FACILITIES WILL CONTINUE TO USE RCLS THAT ISSUED THEIR RADIAC EQUIPMENT.**
- b. ROJ will forward to JSF a calibration recall letter for each piece of RADIAC equipment whose calibration expires within the next two months.
- c. Using their local inventory management system, JSF will determine whether the equipment is on site or aboard ship.
- d. JSF will work with the ships as necessary to get the equipment turned in to JSF.  
JSF will ship the equipment to ROJ. JSF shall endeavor to combine shipments as much as practicable, limiting to two per month if possible.
- e. ROJ will calibrate the equipment and return it to JSF per RPPM 100. ROJ will update IRIS to show both the end user and location as being JSF. ROJ will notify JSF of the shipment. JSF will acknowledge receipt of RADIAC equipment by signature on the DD1149 and return the signed document to ROJ.
- f. JSF will either store or distribute the equipment to the ships as directed by MSC HQ. JSF will use their local inventory management system to provide an auditable tracking process for each piece of equipment.

## III. Inventory Management

- a. JSF shall audit their inventory system annually and provide a formal audit report noting all deficiencies and corrective actions taken to NAVSEA 04LR with copy to SSCC. The report shall list, specifically:
  - i. Each piece of RADIAC equipment in MSC custody, by serial number
  - ii. Current location for each piece
- b. SSCC shall visit JSF semi-annually for the first two years, then annually thereafter, to conduct a formal audit to review MSC inventory accuracy and RPPM 100 compliance. SSCC will provide a formal audit report to COMSC N4 and JSF describing noted deficiencies. COMSC N4 will formally respond to the audit report, describing the root causes and corrective actions

taken. In preparation for the visit, SSCC shall conduct a physical audit on three MSC ships to determine inventory status, and shall compare the spot-check results to the JSF inventory system for accuracy.

IV. Allowance Changes

- i. If additional assets are required above the total number of initially fielded RADIACs, COMSC shall request an increase by formal ACR and shall provide funding to 04LR for the allowance increase.
- ii. Additional equipment shall be calibrated and provided by ROJ
- iii. JSF will distribute the equipment to the ship as directed by MSC HQ.
- iv. If a permanent turn-in of RADIAC assets is warranted because of changes in MSC mission requirements, MSC shall request a decrease in allowance by formal ACR, and JSF shall turn-in excess assets to Yorktown RCL upon ACR approval. Yorktown shall update IRIS and shall notify SSCC and ROJ of the turn-in.