

# RS.3.1 RELLIS Explosive Material Storage

Approved January 14, 2022  
Next Scheduled Review: January 14, 2027



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## Standard Summary

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The Texas A&M University System Offices (System Offices) delegates the authority to approve all explosives storage on the RELLIS Campus to the director, RELLIS Campus.

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## Standard

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### 1. RESPONSIBILITY

It is the responsibility of all organizations/entities to maintain positive inventory of all explosive materials stored aboard the RELLIS Campus in compliance with all relevant federal, state and local laws.

### 2. SCOPE

Explosives are inherently dangerous and highly regulated; thus, mitigating factors must be put in place to reduce the risk to non-related personnel aboard the RELLIS Campus.

### 3. TRANSPORTATION

3.1. Transportation of explosive material across the RELLIS Campus must be in compliance with Title 49 Code of Federal Regulations (CFR) Part 171-180 (Hazardous Materials Regulations) and 49 CFR 397 (Transportation of Hazardous Materials).

3.2. In order to reduce exposure to occupied facilities, vehicles transporting explosives to the RELLIS Campus will contact RELLIS Operations for use of the Goodson Bend Gate for entry to RELLIS Campus. All explosives entering RELLIS Campus will be moved either directly to the Explosive Storage Facility (ESF) or to the research/training area via a designated route pre-coordinated through RELLIS Operations.

3.3. Motor vehicles transporting explosives must only be operated by individuals familiar with the local, state, and federal regulations governing the transportation of explosives.

### 4. STORAGE OF EXPLOSIVES

All explosives will be stored properly and in a manner reducing risk of mishap and exposure to occupied facilities. Storage of explosive material must be in compliance with Title 27 CFR Part 555, Subpart K.

## 5. INVENTORY MANAGEMENT

- 5.1 All entities storing explosive material on RELLIS Campus must conduct monthly inventories for accountability. Tracking of monthly inventories must be held at the agency/university level. Spot checks of inventory will be conducted with pre-coordination between RELLIS Safety and each agency/university storing explosives.
- 5.2 A transaction log must be maintained by the owning agency/university documenting all changes to explosive material inventory.

## 6. ACCESS CONTROL

- 6.1 Access control to the ESF will be maintained by RELLIS Administration. Agencies/universities will submit annually a deputy director-approved roster of individuals authorized entry into the ESF. Agencies/universities will be responsible for access to their magazines within the ESF. Personnel given permission to access magazines will be in writing with access logs maintained for a period of not less than five years. Access rosters will be updated as required to account for new employees. RELLIS Administration will maintain a copy of each agency/university magazine access roster. Two individuals must be present for access into the explosive storage facility and for magazines. At no time will anyone enter the explosive storage facility alone, regardless of access status.
- 6.2 Magazine Access Control resides with the owning agency/university and must be in compliance with 27 CFR, Part 555.

## 7. STANDARD OPERATING PROCEDURES

All entities storing and utilizing explosive material on RELLIS Campus will develop and implement written Standard Operating Procedures providing clear instructions for safely conducting explosive operations to include operating within the explosive storage facility.

## 8. REPORT EXPLOSIVES THEFT OR LOSS

Any person who has knowledge of the theft or loss of any explosive materials from their stock must report such theft or loss within 24 hours of discovery to ATF, University Police and RELLIS Administration. Regulations at Title 27 CFR § 555.30 require that the report of theft or loss be made by telephone and in writing to ATF.

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## **Related Statutes, Policies, Regulations, Rules or Requirements**

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[Title 27 Code of Federal Regulations Part 555, Commerce in Explosives](#)

[Title 27 Code of Federal Regulations Part 555, Subpart K, Storage](#)

[Title 49 Code of Federal Regulations Part 171-180 Hazardous Materials Regulations](#)

[Title 49 Code of Federal Regulations Part 397 Transportation of Hazardous Materials](#)

[System Regulation 02.03.01, RELLIS Campus](#)

[System Regulation 24.01.01, Health and Safety \(Section 4. Chemical Safety\)](#)

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## **Contact and Responsible Office**

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