



UNITED STATES MARINE CORPS
I MARINE EXPEDITIONARY FORCE
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3000.2B
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I MARINE EXPEDITIONARY FORCE ORDER 3000.2B

From: Commanding General, I Marine Expeditionary Force
To: Distribution List

Subj: STANDING OPERATING PROCEDURES FOR PARACHUTE OPERATIONS AND TRAINING
(SHORT TITLE: I MEF PARACHUTING SOP)

- Ref:
- (a) DoD Directive 5100.01, "Functions of the Department of Defense and its Major Components," 21 Dec 10
 - (b) DoD Directive 5000.01, "The Defense Acquisition System," 12 May 03
 - (c) DoD Instruction 5000.2, "Operation of the Defense Acquisition System," 25 Nov 13
 - (d) MCO 3120.11A, Parachuting Policy and Program Administration
 - (e) BN SOP 3120.1, 1st TSB Air Delivery Standard Operating Procedures
 - (f) MCO 1553.1B
 - (g) MCO 1553.2B
 - (h) OPNAVINST 5450.180E
 - (i) MCO P5102.1B
 - (j) MCO 13480.1D
 - (k) SECNAV M-5210.1
 - (l) MCO 3500.27C
 - (m) USSOCOM Manual 350-3, "Special Operations Forces Baseline Interoperable Airborne Operations (Parachuting) Training Standards"
 - (n) MCO 3900.20
 - (o) MCO 1200.18
 - (p) NAVPERS 18068F
 - (q) MCO 5311.1E
 - (r) MCO 1000.6G
 - (s) MCO P1020.34G
 - (t) MCWP 3-315.7
 - (u) AFI 13-217, "Drop Zone and Landing Zone Operations"
 - (v) TM 70244A-OI/A, "Techniques and Procedures Manual for U.S. Marine Corps Military Freefall Operations," 30 Sep 16
 - (w) NAVMED P-117
 - (x) AR 40-501, "Standards of Medical Fitness"
 - (y) DoD 7000.14-R, "Financial Management Regulation"
 - (z) Marine Corps Course Conduct Publication for the MC-7 Parachutist Transition course
 - (aa) NAVSEAINST 13512.1M
 - (ab) Federal Aviation Regulation, Part 65, Subpart F, "Parachute Riggers"
 - (ac) Federal Aviation Regulation, Part 105, "Parachute Operations"
 - (ad) TM 10-1670-201-23, General Maintenance of Parachutes and Other Airdrop Equipment
 - (ae) DoDD 5410.18 "Public Affairs Community Relations Policy"
 - (af) DoDI 5410.19 "Public Affairs Community Relations Policy Implementation"
 - (ag) NAVAIR 13-1-6.2

1. Situation. Commanders are responsible for the safe conduct of parachute operations in their units. Parachute operations are considered high-risk training because they present increased risk to personnel, which includes serious injury or death, even when additional safeguards and measures to minimize risk exposure are incorporated. During peacetime, commanders must be guided by the following rule: **SAFETY IS PARAMOUNT AND OVERRIDES ALL OTHER CONSIDERATIONS**.

a. References. References (a) through (ag) provide guidance for parachute operations and training; this order provides amplifying guidance.

b. Terminology. Throughout this document, the terms "airborne" and "parachute" will be used interchangeably:

(1) "In relation to personnel, troops especially trained to effect, following air transport by air, an assault debarkation, by parachuting..." (Joint Pub 1-02)

(2) "In relation to equipment, pieces of equipment that have been especially designed for use by airborne troops during or after an assault debarkation." (Joint Pub 1-02)

2. Cancellation. I MEFO 3000.2A, 8 Nov 99.

3. Mission. To establish I Marine Expeditionary Force (I MEF) standing operating procedures (SOPs) for the safe and effective conduct of parachute operations and training.

4. Execution. To assist commanders in planning and conducting safe and effective parachute operations, the following tasks are directed:

a. Assistant Chief of Staff (AC/S) G-3, I MEF

(1) Review and provide guidance for unresolved issues that arise from Airborne Operations Working Groups (AOWGs) and, if necessary, submit them to Commanding General (CG), I MEF for direction and guidance.

b. I MEF Major Subordinate Commands (MSCs) and Major Subordinate Elements (MSEs)

(1) Incorporate Risk Management (RM) into all parachute operations and training, in accordance with Reference (1), to include specific Risk Assessment Worksheets (RAW) for each training evolution for each day of training.

(2) Establish and maintain current SOPs that provide clear, concrete, and current guidance for all authorized parachute operations, such as free-fall jumps, static-line jumps and air delivery.

(3) Conduct all parachute operations and training in accordance with References (a) through (ag), local range regulations, and units SOPs (aircrews are governed by the references and appropriate Naval Aviation Training Operations Procedures Standardization (NATOPS) and tactical manuals).

(4) Ensure that "Jumpmaster Designated Release" and "Self-Determined Exit" techniques are only employed by Jumpmasters who have received specific training and successfully completed evaluation in these procedures.

(5) In accordance with Reference (d), establish and enforce a policy which requires a progressive sequence of parachute training for all parachutists. Particular attention must be paid to the proper training of newly-joined and newly-qualified parachutists to prevent them from becoming involved in operations beyond their level of training or proficiency.

(6) Ensure that the command Pre-Mishap Plan has an incorporated Emergency Action Plan (EAP) which addresses the emergency response to potential parachute mishaps. This should include a thorough reconnaissance of the drop zone and surrounding area (from exit of aircraft to the ground), procedures for a lost jumper (both day and night), and coordination with local Emergency Response/Emergency Medical Services and land management entities. Units conducting parachute operations are responsible for ensuring that the EAP is briefed prior to commencement of operations and promptly activated and adhered to if the situation requires.

(7) Provide Subject Matter Experts (SMEs) for AOWGs as required.

c. 1st Marine Logistics Group, G-3 Operations, Airborne and Air Delivery Planner (PMOS 0451)

(1) As the primary I MEF parachuting SME, lead on the review, revision and updating of I MEF parachute operations SOPs, and evaluation of proposed equipment modifications.

(2) Ensure that MSCs and MSEs incorporate approved changes to current parachute operations procedures or orders into their respective unit SOPs.

(3) Convene I MEF AOWGs when necessary to address parachuting issues.

(4) Raise unresolved issues arising from AOWGs to AC/S G-3, I MEF.

(5) Periodically participate in and observe subordinate unit parachuting activity in order to maintain situational awareness and identify possible trends that could develop.

(6) Represent I MEF at the annual Marine Corps Parachute Conference and Malfunction Review Board. Present validated I MEF parachute operations and safety issues at these meetings, as appropriate.

d. 1st Marine Division, 1st Reconnaissance Battalion Paraloft Chief

(1) As the secondary I MEF parachuting SME, assist the primary SME with the following tasks, deputizing in his/her absence:

(a) Lead on the review, revision and updating of I MEF parachuting SOPs, and evaluation of proposed equipment modifications.

(b) Ensure that MSCs and MSEs incorporate approved changes to current parachuting procedures or orders into their respective unit SOPs.

(c) Convene I MEF AOWGs when necessary to address issues requiring resolution.

(d) Raise unresolved AOWG issues to AC/S G-3, I MEF.

(e) Periodically participate in and observe subordinate unit parachuting activity in order to maintain situational awareness and identify possible trends that could develop.

(f) Represent I MEF at the annual Marine Corps Parachute Conference and Malfunction Review Board. Present validated I MEF parachute operations and safety issues at these meetings, as appropriate.

5. Coordinating Instructions

a. Basic Parachutist Progressive Training. Established guidelines for sequential skill progression and sustainment training will require the individual parachutist to meet certain milestones prior to participating in the higher skill level operations. This policy will ensure that appropriate-level refresher training and/or rehearsal jumps are executed prior to tactical jumps, whether for training exercises or operational missions. This policy will be applied as follows:

(1) Experienced Parachutists. Individuals deemed by the command to be experienced parachutists, but who have not jumped within six months will receive ground refresher training prior to their next jump. Their next jump will be administrative and will not be a combat equipment jump. Subsequently, experienced parachutists may participate in all types of jumps.

(2) Inexperienced Parachutists. Individuals deemed by the command to be inexperienced parachutists and who have not jumped within six months will be treated as newly-joined or qualified jumpers. These individuals will receive ground refresher training and a more extensive sequence of administrative jumps prior to being considered fully qualified to participate in all types of jumps. For example, prior to making a night combat equipment jump, an inexperienced parachutist would be required to sequentially show competence in completing the following jumps: (1) an administrative, day jump, (2) a day, combat-equipment jump, (3) finally a night, administrative jump. Remember: **No training scenario is worthy of compromising safety.**

b. Parachute Operations from 3rd Marine Aircraft Wing (3d MAW) Helicopters. Parachute (including air delivery) operations may be conducted from 3d MAW transport and utility helicopters, subject to the following restrictions:

(1) Operations shall only be conducted in authorized drop zones. Questions concerning authorized drop zones should be directed to AC/S G-3, 3d MAW. When there is any doubt, do not drop.

(2) The supported unit shall schedule the drop zones to be used and notify appropriate air traffic control agencies.

(3) A detailed brief and inspection of equipment, parachute rigging, and tiedowns is required prior to execution.

(4) Five minutes prior to a drop, radio communications shall be established with the appropriate airspace controlling agency, and maintained until the last drop reaches the ground.

c. Mishap Reporting. Parachuting mishaps are to be reported to I MEF SWO (760-725-3047 / swo.imef.fct@usmc.mil), detailing whether or not the activity leading to the mishap was in compliance with this policy, or that an investigation is pending.

6. Administration and Logistics. Omitted.

7. Command and Signal

a. Command. This order is applicable to all I MEF units conducting parachute operations and training; all questions regarding it are to be directed to the I MEF G-37 Training Cell (760-725-2608/5918). Recommended changes must be directed to AC/S G-3, I MEF.

b. Signal. This order is effective from the date signed.


LEWIS A. CRAPAROTTA

Distribution: I/II

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