

PERSONNEL SCREENING FORM FOR ARMS, AMMUNITION, AND EXPLOSIVES (AA&E)

Screening (check one):

☐**INITIAL**☐**ANNUAL**

Ref: (a) MCO 5530.14A

(b) MCO P4400.150

Individual Being Screened			
Rank :		Full Name :	
SSN :	MOS :	Billet :	
Date of screening :		Signature :	

Individual Conducting Screening			
Rank :		Full Name :	
SSN :	MOS :	Billet :	
Date of screening :		Signature :	

SUBJECT	YES	NO	N/A	REMARKS
Individual's medical record has been screened by a competent medical authority. There are no medical conditions that would prevent this individual from handling AA&E.				
Individual's Services Record / Officer Qualification Record / Personnel File has been screened. There is no derogatory information that would prohibit this individual from handling AA&E.				
Individual has no pending legal action and/or convictions by court-martial, civilian courts, or non-judicial punishment that would prohibit this individual from handling AA&E.				
Individual demonstrates the requisite maturity, judgment, and leadership required to handle AA&E.				
Has the individual had a National Agency Check (NAC) or Entrance National Agency Check (ENTNAC) completed and is the result posted in the MMS system or appropriate personnel file?				
Has the individual qualified with the required security weapon within the last 12 months?				
Has the Individual completed instruction in the use of deadly force and signed a deadly force certification, if required to be armed in the performance of his/her duties?				

Based on the above information, I have determined that the subject Individual (check one):

☐**does meet** the personnel screening requirements to handle AA&E in performance of their regular duties.☐**currently does not meet** the personnel screening requirements to handle AA&E in performance of their regular duties. Individual will be **re-evaluated in** ____ **days.**☐**can not meet** the personnel screening requirements to handle AA&E in performance of their regular duties. A summary of the findings for non-qualification are attached. If appropriate, the command will request that action be taken to re-train and/or reassign subject individual to an occupational field not requiring routine handling of AA&E.

Retention: This Record will be maintained for one year after termination of the individual's assignment, or one year after final interview if the individual is disqualified during the screening or re-screening process.