

**BY ORDER OF THE COMMANDER
30TH SPACE WING**

30TH SPACE WING INSTRUCTION 13-202

25 JANUARY 2012



Space, Missile, Command and Control

***SUPPORT PLAN FOR AIRCRAFT
CARRYING HAZARDOUS MATERIAL***

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This instruction extends the guidance in Air Force Instruction (AFI) 13-204 Volume 1, Airfield Operations Career Field Development, AFI 13-204 Volume 2, Airfield Operations Standardization and Evaluations and AFI 13-204 Volume 3, Airfield Operations Procedures and Programs. This instruction describes policies and prescribes procedures to inform base support agencies of arriving or departing aircraft carrying hazardous cargo. It ensures proper response to emergency or disaster operations, proper ground handling and appropriate support for the aircraft. This instruction applies to all host, tenant, contract and commercial agencies who use the Vandenberg Air Force Base airfield and are involved in the aerial transportation, either as a receiver or shipper, of hazardous cargo. Refer recommended changes and questions about this supplement to 30 OSS/OSA at 373 Airfield Rd, VAFB 93437 using AF Form 847, Recommendation for Change of Publications. This publication applies to all military personnel, DOD civilians, civilian contractors and vendors, Air Force Reserve and Guard personnel with a need to perform official duties on the airfield. This publication requires the collection and or maintenance of information protected by the Privacy Act of 1974 authorized by 10 USC Section 8013. The applicable Privacy Act SORNs F036 AFFSA A, USAF Air Traffic Control (ATC) Certification and Withdrawal Documentation and F036 AF PC Q, Personnel Data System (PDS) are available at <http://dpclo.defense.gov/privacy/SORNs/component/airforce/index.html>. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 33-363, Management of Records, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://www.my.af.mil/afirms/afirms/afirms/rims.cfm>. The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force.

SUMMARY OF CHANGES

This instruction was revised to include reference and organization changes. The changes include changing publication number to conform to the AFPD and AFI numbering. Changes within this publication comply with changes to Air Force and local airfield operations; updating of all office symbols and phone numbers; changing all references from “Serco” to “30 OSS/OSAB;” and “all agencies transporting hazardous materials via the airfield will coordinate as required (paragraph 1.6.)”.

1. Responsibilities:

1.1. Any organization owning or having operational control of hazardous materials being transported via the airfield will:

1.2. Develop checklists, plans, and processes to ensure compliance with this and other appropriate regulatory guidance. 30th Operations Support Squadron, Airfield Management Operations (30 OSS/OSAA) will be a coordinating agency in the development of these plans.

1.3. Provide an on-scene supervisor designated by the unit commander or project manager, who is responsible for pre-mission coordination, on-load or off-load operations, transportation and handling of hazardous materials for which the unit or agency is responsible. If the nature or classification of the shipment is such that the full nature of the cargo cannot be disclosed to supporting agencies, the on-scene supervisor must be available at the airfield at all times during the following time frame: inbound shipment - 30 minutes before aircraft estimated time of arrival until cargo is safely in storage, outbound - 15 minutes prior to cargo arrival on the airfield.

1.4. Coordinate extension of airfield operating hours as necessary to support inbound or outbound shipments of hazardous cargo. The published airfield operating hours are Monday through Friday, 0800 to 1700 hours local; closed weekends, federal holidays and AFSPC Family days. See Section 5, *Airfield Procedures*, for after-hours airfield support procedures.

1.5. Schedule and conduct a pre-mission briefing for all Class 1 through Class 3 cargo. For multiple shipments moving identical hazardous cargo, notify the following agencies prior to each shipment. After the initial briefing, a single location briefing is not required for each sequential move.

NOTE: The preferred briefing location is one that is centralized and secured for classified briefings.

1.5.1. 30th Civil Engineer Squadron, Fire Protection Flight (30 CES/CEF).

1.5.2. 30th Civil Engineer Squadron, Readiness and Emergency Management Flight (30 CES/CEX).

1.5.3. 30th Operations Support Squadron, Airfield Management Operations (30 OSS/OSAA).

1.5.4. 30th Security Forces Squadron, Installation Security (30 SFS/S5S).

1.5.5. 30th Space Wing Director of Staff, Command Post (30 SW/CP).

NOTE: If other organizations are needed, those agencies will also be included in the coordination process.

1.5.6. Coordinate all other base units needed to support the operation as indicated by the nature of the cargo (Weapons Safety, Explosive Ordnance Disposal (EOD) and Bioenvironmental Engineering).

1.6. Provide the following mission information with as much detail as possible:

1.6.1. Aircraft information:

1.6.1.1. Type, tail number and call-sign.

1.6.1.2. Agency supporting (*e.g.*, Air Mobility Command (AMC) or commercial contract or) home station (or unit) and contact information.

1.6.1.3. Mission number (*e.g.*, Special Assignment Airlift Mission (SAAM) or Commercial Air Movement).

1.6.1.4. Cargo's point of origin and destination.

1.6.1.5. Estimated time of aircraft arrival and departure.

1.6.1.6. Overall classification of briefing.

1.6.1.7. Owner of the cargo at Vandenberg AFB (*e.g.*, Missile Defense Agency (MDA) or National Reconnaissance Office (NRO)) and contact information.

1.6.2. Nature of hazardous cargo:

1.6.2.1. Type (*e.g.*, nuclear, explosive, toxic, poisonous).

1.6.2.2. Class (*e.g.*, Class 1.1 explosives or Class A poison).

1.6.2.3. Net Explosive Weight (NEW) or line number and gross weight.

1.6.2.4. Inert devices, if any.

1.6.3. Convoy procedures:

1.6.3.1. Form-up area, time and components.

1.6.3.2. Airfield access procedures in 30 SWI 13-201, *Base Airfield Operations*.

1.6.3.3. Transportation routes to or from airfield.

1.6.3.4. Special support requirements such as special security, missile operations support requirements (MOSR).

1.7. 30 OSS/OSAA will:

1.7.1. Monitor message traffic from HQ AMC for notification of SAAM aircraft supporting hazardous cargo airlift into or out of Vandenberg AFB. Verify and coordinate information provided.

1.7.2. Monitor flight itineraries of aircraft enroute to and outbound from Vandenberg AFB with hazardous cargo on board.

1.7.3. Notify appropriate base units of mission or itinerary changes.

1.7.4. Give rescue units available information on the DoT class of any hazardous cargo on board, any other information concerning the nature of the cargo, and protective measures needed to accomplish the rescue mission if aircraft is verified as overdue.

1.7.5. Advise tower of inbound or outbound aircraft having hazardous cargo on board to facilitate optimum spacing, route of flight and expeditious handling.

1.7.6. Coordinate with Transient Aircraft Maintenance (TAM/AGE) to provide:

1.7.6.1. Priority parking in designated parking spot (See paragraph 5.4).

1.7.6.2. Ground support personnel and equipment to fully support all aircraft ground requirements.

1.7.6.3. Assistance in getting maintenance support from home base or parent command due to limited local base aircraft maintenance support.

1.7.7. Notify the following base agencies when aircraft is 30 minutes from Vandenberg AFB with all pertinent HAZMAT cargo information:

1.7.7.1. 30th Operations Support Squadron Commander (30 OSS/CC)

1.7.7.2. Airfield Operations Flight Commander (30 OSS/OSA)

1.7.7.3. Air Traffic Control Tower (30 OSS/OSAB)

1.7.7.4. Transient Aircraft Maintenance (TAM/AGE)

1.7.7.5. Command Post (30 SW/CP)

1.7.7.6. Fire Dispatch (30 CES/CEF)

1.7.7.7. Air Terminal (30 LRS/LGRDA)

1.7.7.8. Base Defense Operations Center (30 SFS/BDOC)

1.7.7.9. On-scene supervisor

1.7.8. Attend pre-mission briefing.

1.7.9. Assist pilot of outbound aircraft in proper completion of flight plan, particularly the inclusion of appropriate remarks (*e.g.*, hazardous cargo, inert device, etc...).

1.7.10. Contact the following agencies when an outbound aircraft carrying hazardous cargo is reported airborne by the tower:

1.7.10.1. 30 OSS/CC

1.7.10.2. 30 OSS/OSA

1.7.10.3. 30 SW/CP

1.7.10.4. 30 CES/CEF

1.7.10.5. 30 LRS/LGRDA, Air Terminal

1.7.10.6. 30 SFS/BDOC

1.7.10.7. On-scene supervisor

1.8. 30 SW/CP will:

1.8.1. Upon receipt of 30 minute call from an inbound aircraft or receipt of similar information from 30 OSS/OSAA, contact as a minimum the following personnel and agencies:

- 1.8.1.1. 30 OSS/CC
- 1.8.1.2. 30 SFS/S3
- 1.8.1.3. 30th Space Wing Safety (30 SW/SE)
- 1.8.1.4. The base organization responsible for coordinating transportation of the hazardous material.
- 1.8.1.5. 30 CES/CEX
- 1.8.2. Attend pre-mission briefing.
- 1.9. The 30 SFS will:
 - 1.9.1. Attend the pre-mission briefing.
 - 1.9.2. Provide security for Protection Level resources arriving by aircraft IAW AFI 31-101, as supplemented.
- 1.10. 30 CES/CEF will:
 - 1.10.1. Attend pre-mission briefing.
 - 1.10.2. Be responsible for all crash rescue fire fighting and standby fire protection for aircraft carrying hazardous cargo IAW:
 - 1.10.2.1. AFI 32-2001, *Fire Emergency Services Program*.
 - 1.10.2.2. AFMAN 91-201, *Explosives Safety Standards*.
 - 1.10.2.3. *Emergency Response Guidebook 2004*, which describes hazards, placarding and emergency action for hazardous materials.
 - 1.10.2.4. AFMAN 10-2504 *Air Force Incident Management Guidance For Major Accidents and Natural Disasters* which describes planning, operations and checklists specified within the manual for the fire control center and senior fire fighting officer.
 - 1.10.2.5. 30 SW CEMP 10-2 *Comprehensive Emergency Management Plan*
 - 1.10.2.6. AF Form 2519, **Self-Inspection Checklist**, overprinted with Notification Procedures for Transport of Hazardous Material; which outlines receipt and notification procedures for hazardous cargo arriving and departing Vandenberg AFB.
 - 1.10.2.7. T.O.11A-1-46, *Fire Fighting Guidance, Transportation, and Storage Management Data*.
 - 1.11. 30th Logistics Readiness Squadron, Fuels Management Section (30 LRS/LGRMF), will provide refueling for aircraft transporting hazardous cargo as coordinated through Transient Aircraft Maintenance. No hazardous cargo may be loaded or unloaded during refueling operations unless under combat conditions. Procedures are per T.O. 00-25-172, *Ground Servicing of Aircraft and Static Grounding/Bonding*, and T.O. 11A-1-33, *Handling and Maintenance of Explosives Loaded Aircraft*.

2. Hazardous Cargo Types: Use this instruction when transporting the following materials by surface: Nuclear weapons, Department of Transportation (DoT) Class 6 and 8 poisons, etiological materials, biological research materials, Department of Defense (DOD) hazard class or division 1.1 through 1.4 explosives and blasting agents. In addition, this instruction applies to

radioactive materials that require Yellow III labels, inert devices, irritating materials, compressed gases, flammable solids, flammable liquids, Class B poisons and corrosives listed in AFMAN 24-204 (I), *Preparing Hazardous Materials for Military Air Shipments*, when these items are shipped in quantities of 1,000 pounds or more (gross weight). This does not include explosives or other hazardous materials that are integral parts of the aircraft and its systems.

3. Notification:

3.1. Initial notification of an inbound or outbound aerial shipment of hazardous cargo as defined herein will be coordinated using a staff summary sheet or other appropriate method as deemed necessary by the scope and classification of the shipment. In all cases, initial notification must be completed by 1600 hours local the duty day prior to the shipment.

3.2. Any changes in shipment, itinerary or mission must be disseminated to support agencies as the information becomes available. During normal duty hours (0700-1700), contact 30 OSS/OSAA at DSN 276-6941 with changes. After normal duty hours, contact the 30 SW/CP at DSN 276-9961. These agencies will further disseminate the information as necessary.

3.3. Aircraft commanders for inbound missions carrying hazardous cargo must contact 30 OSS/OSAA on Pilot to Dispatch 372.2 MHz or 30 SW/CP (311.0 or 321.0 MHz) by radio, 30 minutes before arrival, to relay pertinent mission data. The agency receiving the information starts arrival notification using applicable checklists.

3.4. 30 OSS/OSAA and 30 SW/CP will notify appropriate agencies of any outbound shipment of hazardous cargo once the aircraft is airborne.

4. Security Concerns for Classified Cargo:

4.1. Operations and communications security procedures consistent with the classification of the mission information will be followed during the notification process.

4.2. To lessen security concerns, including the verification of security clearance for persons attending a classified briefing, mission information released during the notification or coordination process should be limited to unclassified material to the maximum extent possible consistent with the purpose of this instruction. However, if this is not possible, the agency conducting the briefing will ensure all personnel attending are properly cleared. In addition, the agency conducting the briefing will ensure the proper security is established at the briefing location to prevent OPSEC and COMSEC compromise.

4.3. Direct any questions concerning handling or disseminating classified information to the appropriate unit security manager or 30th Space Wing Information Protection (30 SW/IP) office (606-0755).

5. Airfield Procedures.

5.1. Local procedures governing airfield operations are covered in 30 SWI 13-201, *Vandenberg AFB Airfield Operations* and 30 SWI 13-204, *Airfield Driving*. The following is a brief summary of information in these instruction related to aerial shipment of hazardous cargo. For more detailed information, consult the appropriate instruction.

5.2. The airfield has published operating hours. Any proposed operation that could or will cause extension of these hours must be coordinated with 30 OSS/OSA as early in the planning phase as possible. The 30 OG/CC is the authority for extension of operating hours.

Such operations may require reimbursement for overtime payment for contracted services. Failure to comply may result in nonsupport or cancellation of the mission.

5.3. Any vehicle operations on the airfield, including convoys carrying hazardous cargo, will be conducted IAW 30 SWI 13-204.

5.4. The airfield has three approved parking locations for aircraft carrying hazardous cargo (see [Attachment 3](#)). Hazardous Cargo Parking (HCP) 1 is sited for 100,000 pounds of H/D 1.1, HCP2 is sited for 78K of H/D 1.1 and HCP3 is site for 70K of H/D 1.3 and MEQ 1.4. These spots are located to allow simultaneous hazardous operations, if required. While these parking spots were developed using explosive quantity-distance criteria, they will generally be used to park aircraft carrying DoT Class 6 and 8 explosives and poisons, regardless of quantity. Exceptions may be granted based on the specific characteristics of the cargo thereby allowing the aircraft involved to be parked elsewhere on the airfield. Requests for exception must be pre-coordinated with 30 OSS/OSAA, 30 SW/SE and other agencies as dictated by the nature of the request and the cargo.

5.5. There are two convoy form-up areas in the vicinity of the airfield (see [Attachment 3](#)). Either form-up area may be used depending on the nature of the operation.

5.6. There are two explosive transportation routes available to move hazardous cargo to and from the flight line hazardous cargo parking spots (see [Attachment 3](#)).

5.6.1. The supervisor of any convoy requiring movement across the approach end of runway 30 must pre-coordinate this requirement with 30 OSS/OSAA 24 hours in advance. This is necessary to ensure proper escort is provided or the convoy supervisor is qualified and has the necessary radio capability to obtain the appropriate clearances from the tower for movement in the Controlled Movement Area (CMA).

RICHARD W. BOLTZ, Colonel, USAF
Commander

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

2004 Emergency Response Guidebook

30 SWI 13-201, *Vandenberg AFB Airfield Operations*, 10 November 2011

30 SWI 13-204, *Airfield Driving*, 26 October 2010

30 SW Plan 32-4002-A, *HAZMAT Emergency Response Plan*

VAFB CEMP 10-2, *Comprehensive Emergency Management Plan*, November 2009

AFI 10-2501, *Air Force Emergency Management (EM) Program Planning and Operations*, 24 January 2007

AFI 10-2504, *Air Force Incident Management Guidance for Major Accidents and Natural Disasters*, 1 December 2009

AFI 13-204, Volume 1, *Airfield Operations Career Field Development*, 1 September 2010

AFI 13-204, Volume 2, *Airfield Operations Standardization and Evaluations*, 1 September 2010

AFI 13-204, Volume 3, *Airfield Operations Procedures and Programs*, 1 September 2010

30 SW Plan 31-101, *Integrated Defense Plan*, 8 October 2010

AFI 32-2001, *Fire Emergency Services Program*, 1 April 1999

AFJI 11-204, *Operational Procedures for Aircraft Carrying Hazardous Materials*, 11 November 1994

AFMAN 24-204(I), *Preparing Hazardous Material for Military Air Shipments*, 15 April 2007

AFMAN 10-2504 *Air Force Incident Management Guidance For Major Accidents and Natural Disasters*, 1 December 2009

AFMAN 91-201, *Explosive Safety Standards*, 12 January 2011

Code of Federal Regulation Title 49 – *Transportation*

T.O. 00-25-172, *Ground Servicing of Aircraft and Static Grounding/Bonding*, 16 January 2007

T.O. 11A-1-33, *Handling and Maintenance of Explosives Loaded Aircraft*, 11 December 2006

T.O. 11A-1-46, *Fire Fighting Guidance, Transportation, and Storage Management Data*, 12 December 2006

Adopted Forms

AF Form 2519, *Self-Inspection Checklist*, 1 November 1991

Abbreviations and Acronyms

AF—Air Force

AFB—Air Force Base

AFI—Air Force Instruction
AFMAN—Air Force Manual
AFSPC—Air Force Space Command
AMC—Air Mobility Command
BDOC—Base Defense Operations Center
CMA—Controlled Movement Area
DOD—Department of Defense
DoT—Department of Transportation
DSN—Defense Switched Network
EOD—Explosive Ordnance Disposal
HCP—Hazardous Cargo Parking
H/D—Hazard Division
HQ—Headquarters
IAW—In Accordance With
MDA—Missile Defense Agency
MEQ—Mission Essential Quantities
MOSR—Missile Operation Support Requirement
NEW—Net Explosive Weight
NRO—National Reconnaissance Office
OPlan—Operations Plan
SAAM—Special Assignment Airlift Mission
SW—Space Wing
SWI—Space Wing Instruction
TMO—Traffic Management Office
TO—Technical Order
UAS—Unmanned Aerial System

Attachment 2
AIRFIELD DIAGRAM

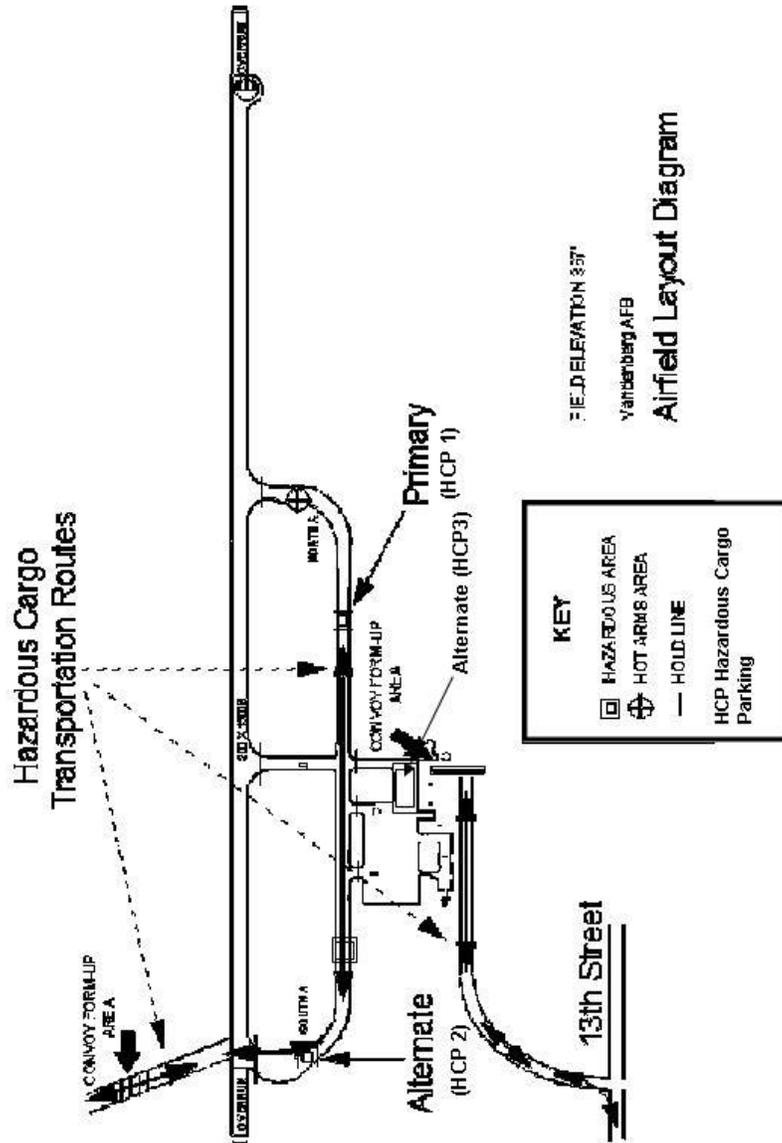
Figure A2.1. Airfield Diagram.



Attachment 3

HAZARDOUS CARGO TRANSPORTATION ROUTES

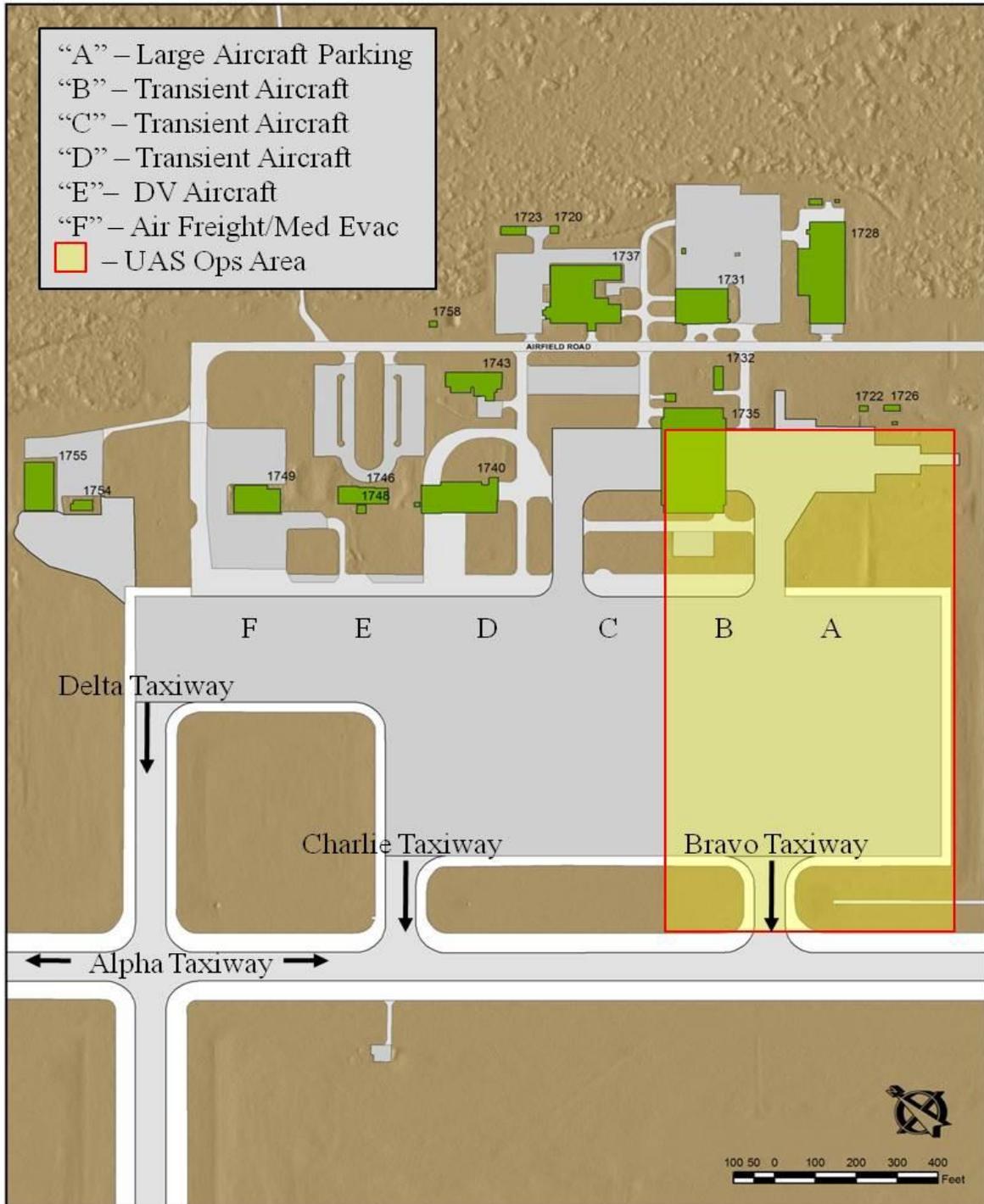
Figure A3.1. Hazardous Cargo Transportation Routes.



Attachment 6

AIRCRAFT APRON AND PROCESSING AREA

FIGURE A6.1. AIRCRAFT APRON AND PROCESSING AREA.



Attachment 7

JET THRUST DANGER AREAS

Figure A7.1. Jet Thrust Danger Areas

