

**BY ORDER OF THE COMMANDER  
433D AIRLIFT WING**

**433D AIRLIFT WING INSTRUCTION 21-129**

**24 JUNE 2014**



**Maintenance**

**CRASHED, DAMAGED, OR DISABLED  
AIRCRAFT RECOVERY**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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(Col Aaron G. Vangelisti)

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This Instruction implements Air Force Policy Directive (AFPD) 21-1, *Air and Space Maintenance*, Air Force Instruction (AFI) 21-101 AFRC, *Aircraft and Equipment Maintenance Management* and AFI 21-101 AFRC Sup 1, *Aircraft and Equipment Maintenance Management*. It establishes procedures in the 433D Maintenance Group (MXG) for the Crashed, Damaged, or Disabled Aircraft Recovery (CDDAR) Program in the event of an aircraft emergency or crash. It establishes procedures for the recovery of aircraft that have been involved in a ground or air incident and ensures adequate coverage 24 hours a day, 7 days a week. It will be used in conjunction with other agencies, Joint Base San Antonio Instruction 21-105, *Lackland Air Force Base (LAFB) Crashed, Damaged, or Disabled Aircraft Recovery (CDDAR) Program* and all applicable Technical Orders (TOs) pertaining to the disabled aircraft. When requested, the 433D MXG Crashed, Damaged, or Disabled Aircraft Recovery (CDDAR) Team will augment the Lackland AFB emergency response team in expediting the removal of aircraft from active runways. This Airlift Wing Instruction (AWI) applies to all personnel assigned to the 433D Airlift Wing (AW) that are involved in the Crashed, Damaged, or Disabled Aircraft Recovery of aircraft. Ensure that all records created as a result of processes prescribed in this publication are maintained In Accordance With (IAW) Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of IAW Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS). Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the Air Force (AF) Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate functional chain of command.

## ***SUMMARY OF CHANGES***

This instruction has been formatted to comply with current publishing guidelines and to convert the current MXG Operating Instruction (OI) into an AWI. This conversion is being accomplished because the logistics squadron no longer falls under the MXG.

**1. Responsibilities.** The Office of Primary Responsibility (OPR) for the CDDAR program is the Maintenance Flight (MXMT). Upon notification of the requirement for an aircraft recovery operation or exercise, the appropriate work centers are required to respond as indicated. Considerations such as an immediate need to use the runway and other flight operations will weigh heavily on the urgency of moving the aircraft or wreckage. Members and supervisors will apply Risk Management (RM) techniques during all phases of the operation to ensure personnel safety and to minimize collateral damage. Furthermore, they will comply with all published safety directives. All personnel will make every effort to preserve evidence and to minimize subsequent damage.

1.1. The Incident Commander (IC). The 433D AW Commander or designated alternate serves as on-scene command and control during the recovery phase. The senior fire department official is in command of on-scene operations during the initial phase.

1.1.1. Coordinates the dispatch of the Crashed, Damaged, or Disabled Aircraft Recovery (CDDAR) Team to the recovery site Entry Control Point (ECP) after coordination with other agencies, as dictated by the incident. The IC coordinates with the Emergency Operations Center (EOC) and/or the accident investigation board to obtain release to move the damaged aircraft.

1.1.2. Maintains communication with the CDDAR Team Chief, the Maintenance Operation Center (MOC), and other agencies to ensure a smooth recovery effort.

1.2. The Maintenance Squadron (MXS) Aerospace Repair (AR) shop supervisor ensures adequate CDDAR Team personnel to include, as a minimum, one Team Chief and two qualified CDDAR Team members from the AR shop. Additional personnel from other maintenance activities or agencies will be provided on an as-needed basis.

1.3. The Aircraft Maintenance Squadron (AMXS) superintendent will ensure availability of an aircraft tow vehicle and a qualified operator and that the MOC maintains communication with all required agencies.

1.4. The MOC senior controller will ensure that a written log of all events and significant facts regarding aircraft recovery operations and/or exercises is maintained.

1.5. The AMXS, MXS and Maintenance Operations Squadron (MOS) will develop and maintain recall rosters to identify personnel to be called in the event of emergencies during non-duty hours. These rosters will be maintained on file in AMXS, MXS, MOS, and MOC.

1.6. The host base Logistics Readiness Squadron (LRS) Vehicle Management Flight provides vehicles and drivers, as necessary, to support the recovery effort. The following items reflect the minimum required vehicle support; however, additional vehicle support may be needed, depending on the situation.

1.6.1. One general-purpose truck with multi-frequency non-tactical radio for recovery crew transportation.

1.6.2. One tow tractor and semi-trailer for transportation of aircraft recovery support equipment.

1.7. Specific 433 AW CDDAR equipment is the responsibility of the Maintenance Squadron's Repair and Reclamation Shop.

1.7.1. Equipment is stored in the CDDAR trailer and in the 433D premises when not in use during exercises and actual events.

1.7.2. Equipment is inspected on an annual basis (minimally) or as directed by applicable technical data. Inspection data is entered and tracked in the Maintenance Information System (MIS) and in the Tool Accountability System (TCMax).

## 2. Training.

2.1. CDDAR Team Members and Team Chiefs will be designated in writing by the MXG Commander.

2.2. The AR shop supervisor will develop and implement a CDDAR lesson plan, coordinated through the Maintenance Training Flight (MTF), to ensure personnel qualification as CDDAR Team members. This training will be entered into the MIS and tracked using program 9119, *Personnel Training Records*, course code ACFT 00100, *Crash Recovery Procedures*. CDDAR qualification training (ACFT 00100) will be repeated every 12 months.

2.3. Additionally, Team Chiefs and CDDAR members will be recertified annually by participating in a Crashed, Damaged, or Disabled Aircraft Recovery Exercise. Document recertification on an AF Form 1098, *Special Task Certification and Recurring Training*, and maintain in the individual's AF Form 623, *Individual Training Record*, or separate folder for Master Sergeants and above or civilian employees.

**3. Personal Protective Equipment (PPE).** Due to the potential for exposure to various occupational health and safety hazards at and around a crash site, all personnel involved in the recovery operation will be trained and qualified in the use of the appropriate PPE as directed by bioenvironmental services.

## 4. Procedures.

4.1. Upon notification of an aircraft recovery or exercise, the MOC will immediately notify the appropriate agencies and initiate the impoundment process by running Quick Reaction Checklists (QRCs), Aircraft Emergency/Accident, and Aircraft Impoundment, in accordance with MXG OI 21-132, *Maintenance Operations Center Quick Reaction Checklists*.

4.2. Upon notification of the event, the MXG Deputy Commander (MXG/CD) or appointed alternate will report to the incident site to assist in directing the recovery effort.

4.3. The IC reports to the recovery site ECP and takes command of the recovery operation. The IC coordinates with the applicable agencies to ensure all fire, safety, disaster and/or ordnance disposal hazards have been abated or eliminated prior to dispatching the CDDAR Team to the ECP.

4.4. Quality Assurance (QA) is the OPR for aircraft impoundments. The Impoundment Official and QA, will ensure the security of aircraft maintenance records/and or

impoundment exhibits in accordance with MXGOI 21-118, Aircraft Impoundment Procedures.

4.5. The CDDAR Team Chief will assemble the CDDAR Team and await instructions from the IC.

4.6. Safety precautions will not be abandoned to expedite removal of disabled or damaged aircraft.

AARON G. VANGELISTI, Colonel, USAFR  
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**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

**AFMAN 33-363**, *Management of Records*, 1 March 2008

**AFPD 21-1**, *Air and Space Maintenance*, 25 February 2003

**AFI 21-101**, *Aircraft and Equipment Maintenance Management*, 26 July 2010

**AFI 21-101 AFRC Sup 1**, *Aircraft and Equipment Maintenance Management*, 13 January 2011

**Joint Base San Antonio Instruction 21-105**, *Lackland Air Force Base (LAFB) Crashed, Damaged, or Disabled Aircraft and Recovery (CDDAR) Program* 27 September 2011

**MXGI 21-118**, *Aircraft Impoundment Procedures*

**MXGI 21-132**, *Maintenance Operations Center Quick Reaction Checklists*

***Adopted Forms***

**AF Form 623**, *Individual Training Record*

**AF Form 847**, *Recommendation for Change of Publication*

**AF Form 1098**, *Special Task Certification and Recurring Training*

***Abbreviations and Acronyms***

**AF**—Air Force

**AFI**—Air Force Instruction

**AFMAN**—Air Force Manual

**AFPD**—Air Force Policy Directive

**AMXS**—Aircraft Maintenance Squadron

**AR**—Aerospace Repair Shop

**AW**—Airlift Wing

**AW/CC**—Airlift Wing Commander

**AWI**—Airlift Wing Instruction

**CDDAR**—Crashed, Damaged, Disabled Aircraft Recovery

**CEMP**—Comprehensive Emergency Management Plan

**EOC**—Emergency Operations Center

**ECP**—Entry Control Point

**IAW**—In Accordance With

**IC**—Incident Commander

**LRS**—Logistics Readiness Squadron

**MIS**—Maintenance Information System  
**MOC**—Maintenance Operations Center  
**MOS**—Maintenance Operations Squadron  
**MTF**—Maintenance Training Flight  
**MXG**—Maintenance Group  
**MXG/CD**—Maintenance Group Deputy Commander  
**MXMT**—Maintenance Flight  
**MXS**—Maintenance Squadron  
**OI**—Operating Instruction  
**OPR**—Office Primary of Responsibility  
**PPE**—Personal Protective Equipment  
**QA**—Quality Assurance  
**QRC**—Quick Reaction Checklist  
**RM**—Risk Management  
**RDS**—Records Disposition Schedule  
**TCMax**—Tool Accountability System  
**TO**—Technical Order