

**BY ORDER OF THE COMMANDER
434TH AIR REFUELING WING**

**434th AIR REFUELING WING
INSTRUCTION 21-113**



16 FEBRUARY 2012

Maintenance

**MOVEMENT OF CRASHED, DAMAGED, OR
DISABLED AIRCRAFT**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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Certified by: 434 MXG/CC
(Col Paul A. Weimer)

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This instruction implements Air Force Policy Directive (AFPD) 21-1, *Air and Space Maintenance*, and 434 ARW CEMP 10-2, *Comprehensive Emergency Management Plan*. This instruction establishes procedures and responsibilities for Grissom Air Reserve Base (ARB) for area crash recovery program. This directive is applicable to all 434 Air Refueling Wing (ARW) personnel. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 37-123 (will convert to AFMAN 33-363), Management of Records, and disposed of in accordance with the Air Force Records Disposition Scheduled (RDS) located at <https://www.my.af.mil/gcss-af61a/afrims/afrims>. The use of the name or rank of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force.

This is the initial publication of 434 ARW Instruction 21-113 Movement of Crashed, Damaged or Disabled Aircraft (CDDAR).

1. General:

1.1. The CDDAR program is designed to recover crashed, damaged or disabled aircraft in a minimum time period. Requirements will consist of opening runways for operational use, prevention of secondary damage to the aircraft, and preservation of evidence for mishap or accident investigation IAW AFI 91-202 and AFI 91-204.

1.1.1. There are three types of recoveries:

1.1.1.1. Aircraft that have maintenance malfunctions that require minimum recovery (i.e. flat tires/hung brakes etc..). These situations will not be considered an emergency

or high risk and will normally be supported by a maintenance team from the AMX Squadron.

1.1.1.2. On base aircraft incident or accident with damage to aircraft and or a personal injury.

1.1.1.3. Off base aircraft incident or accident involving either assigned aircraft or transit aircraft that have entered the area of responsibility, outlined in CEMP Plan 10-2. **Note: Crash scenarios in paragraph's 1.1.1.2 & 1.1.1.3 will require the assistance of the CDDAR Team Chief or alternate to evaluate the crash site and aircraft configuration.**

1.2. The CDDAR Team will be dispatched to aircraft location when notified and authorized by the On Scene Commander (OSC) or equal. Base agencies (i.e. Fire Department, Bioenvironmental) will assist the OSC to analyze risk factors prior to dispatching recovery personnel.

1.3. Base support squadrons (base operations services contractor) will assist the CDDAR team with additional equipment, personnel and supplies as required.

2. Responsibilities and Procedures. Maintenance Group personnel appointed as CDDAR Team members are responsible for adhering to the following aircraft recovery procedures.

2.1. The Maintenance Group Commander (MXG/CC) will:

2.1.1. Appoint by letter, CDDAR Team Chief and Team members.

2.1.2. Notify the Maintenance Operation Center (MOC) to coordinate with all aircraft maintenance activities in the removal or recovery as required.

2.1.3. Initiate the recall of Aircraft Recovery Team Members.

2.2. AMXS and MXS Superintendents and Flight Chiefs will:

2.2.1. Ensure that squadron CDDAR personnel are familiar with the procedures contained in this instruction.

2.3. MXS Maintenance Section Flight Chief will:

2.3.1. Validates and procures required crash recovery equipment

2.3.2. Ensures required inspections are completed.

2.3.3. Develops procedures for the unit crash recovery program.

2.3.4. Ensures required personnel are available to operate specialized equipment.

2.4. MXS Repair and Reclamation Shop will:

2.4.1. Maintains aircraft recovery equipment and dispatches equipment and personnel upon notification from higher authority. (Inventory of Aircraft Recovery Equipment will be maintained by R&R shop.)

2.4.2. Inspect for serviceability and inventory all recovery equipment to include airbags, manifolds, jacks, slings, and shoring etc., before and after each exercise. Periodic equipment inspections must be accomplished IAW intervals established in T.O.'s or annually if no T.O. intervals have been identified. Perform operational checks IAW

applicable directives during exercise and/or inventory reviews. Document inspections and Maintenance in MIS, on AFTO IMT 244 or on MAJCOM approved form.

2.4.3. Provide training required to keep all Aircraft Recovery Team personnel current in all necessary procedures. Training exercises will be conducted annually and must consist of requirements listed in AFI 21-101 and will be coordinated with the Emergency Management Office. Training will be certified by Repair & Reclamation personnel. Annual requirements will be recorded in GO81. It is the responsibility of the Aircraft Recovery Team Chief to maintain the currency of Emergency Recall Personnel Roster.

2.4.4. Provide the commander with a report after annual inspection, exercise, or real world event on the condition of the CDDAR equipment and training status of CDDAR team members.

2.5. AMXS Pro-Super will:

2.5.1. Provide, a tow team to stand by for all IFE aircraft. For transient aircraft the AMXS tow team will be replaced by Transient Alert personal (see para 2.8). The tow team will remain in place until the IFE is terminated or the aircraft is parked back on the apron.

2.6. MXS will:

2.6.1. Provide Augmentee's when requested. Special teams may be required when hazards exist which require personal protective equipment (PPE) i.e. Full Face Respirators that exceeds normal recovery procedures. Qualified personnel will be assembled from Fabrication and Systems Flight.

2.7. Maintenance Operations Center (MOC) will:

2.7.1. Focal point for notification, control, and documentation of actions taken during CDDAR operations. All actions will be documented in the AFRC Form 124, **Events Log**, for historical data purposes.

2.7.2. MOC will notify the CDDAR Team per the MXG Appointment Letter in the event of an on/off base crash. The assembly point will be Repair and Reclamation Shop, Dock 3 room 102.

2.8. Transient Maintenance (Contractor) will:

2.8.1. Be solely responsible for all non-assigned aircraft incidents to include responding to IFE's, which will require assembling a tow team, pre-positioning it for immediate response, and it remaining in place until the IFE is terminated or until the aircraft is towed back to the parking apron if required.

2.8.2. Be solely responsible for all non-assigned aircraft incidents to include responding to IFE's AIA the BOS contract.

3. Notification:

3.1. During normal duty hour individuals will receive notification from MOC or the team chief. After duty hours the Command Post will notify the CDDAR Team Chief

3.2. Personnel receiving the first call of an emergency (i.e. Command Post, or MOC) must make every attempt to gather the following information:

- 3.2.1. Type and serial number of aircraft and/or identification of equipment.
- 3.2.2. Location of occurrence.
- 3.2.3. Date and time of occurrence.
- 3.2.4. Description of occurrence (i.e., damage, extent of injuries, etc.)
- 3.2.5. Personnel involved.
- 3.2.6. Name and grade of person relaying message and/or source of information.

4. Recovery Team Specific Duties and Instructions:

- 4.1. The Recovery Team will assemble at the Repair & Reclamation Shop in Dock 3 room 102. Instructions will be given by the Team Chief or designated briefer.
- 4.2. On base recovery: the CDDAR Team Chief or equal will proceed to the incident with the on scene commander or the Fire Chief for additional CDDAR evaluation after release authority occurs. (see NOTE for release authority conditions) The Team Chief, with the assistance of Quality Assurance (QA) personnel will further evaluate and assess the site. Team members will be dispatched as needed, tools and equipment will be assembled for the recovery plan.
 - 4.2.1. Off base incidents will require additional coordination, base support functions will have assembled to apply risk analysis, identify personnel/equipment needed and acquire recovery authority.
 - 4.2.2. Specific systems that require specialist expertise will need to be dispatched from aircraft assigned unit.
 - 4.2.3. Civil aircraft recovery (i.e. Montgomery Aviation) will be in accordance with Grissom Joint Use Agreement between Miami County Economic Development Authority and the United States Air Force dated 6 September 2005. **NOTE:** Release authority will occur when the following has been complied with.
 - 4.2.3.1. The incident/accident requires only basic assistance from ground maintenance crews.
 - 4.2.3.2. When the site requires evaluations for hazards the Fire Dept will be the first release.
 - 4.2.3.3. Bio Environmental Engineer will approve PPE requirements for recoveries when personal hazards have been identified.
 - 4.2.3.4. When properly investigated and released by incident/accident investigation authority. (Base Safety, Base Security and Air Field Operations Manager)
 - 4.2.3.5. When off base first response agencies have released site to Air Force authority. (Local and State Police, Fire/ Rescue and Environmental)
- 4.3. Only those personnel authorized by the OSC or Team Chief will have access to the recovery site once release authority has been given
- 4.4. The team chief or QA representative will locate and impound the aircraft AFTO Form 781, **ARMS Aircrew/Mission Flight Data Document**, file for further investigation.

- 4.4.1. Ensure aircraft munitions (if loaded) are safe or removed.
- 4.4.2. Retrieve Classified/Communications Security (COMSEC) material and components (as required).
- 4.5. The QA representative will assist the team chief with weight and balance configuration when abnormal recovery methods occur.
- 4.6. Notify Quality Assurance, Plans and Scheduling/Documentation sections in accordance with 434 Maintenance Operating Instruction 21-112, Aircraft Impoundment.
- 4.7. Determine what recovery actions are required.

5. Release of Information:

5.1. All information regarding accidents and incidents involving disabled aircraft recovery operations are to be treated as sensitive information. All requests from the public will be directed to Public Affairs Office.

6. The base agency's listed below will provide the following equipment when required:

- 6.1. The Aircraft Maintenance Squadron (AMXS):
 - 6.1.1. One (1) flight line vehicle with driver.
 - 6.1.2. Specified number of tractors (MB-2 UKE) with driver/s and tow bar/s as directed.
 - 6.1.3. Qualified tow team/s to stand by for immediate dispatch as directed.
- 6.2. Transportation (434 LRS/LGRT):
 - 6.2.1. One (1) All Terrain Forklift, Truck-ATFL with driver.
 - 6.2.2. One (1) 40 foot flatbed trailer with tractor with driver.
- 6.3. Civil Engineering (434 MSG/CE)
 - 6.3.1. One (1) Bulldozer, D6H with driver.
 - 6.3.2. One (1) Mobile Crane, LRT-180A with driver.
- 6.4. Notify the Maintenance Operational Center (MOC) anytime the equipment listed above is out of commission for lengthy repairs exceeding 5 days.
- 6.5. All required materials and equipment are identified in this Wing Instruction; any additional changes will be coordinated thru the CDDAR OPR

WILLIAM T. CAHOON, Col, USAFR
Commander

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

AFI 21-101, *Aircraft and Equipment Maintenance Management*,
AFOSH Standard 91-100, *Aircraft Flight line – Ground Operations and Activities*,
AFMAN 32-4004, *Emergency Response Operations*,
Technical Order (TO) 00-105E-9, *Aircraft Emergency Rescue Information*,
TO 1C-135(K) A-3-1, *Structural Repair Instruction*.

Abbreviations and Acronyms

AFI—Air Force Instruction
AFPD—Air Force Policy Directive
AFMAN—Air Force Manual
AFRC Form 124—Air Force Reserve Command Events Log
AFTO Form 244—Air Force Technical Order
AFTO Form 781—Air Force Technical Order Form Arms Aircrew/Mission Flight Data Document
AMXS—Aircraft Maintenance Squadron
ARB—Air Reserve Base
AFRC—Air Force Reserve Command
AMXS—Aircraft Maintenance Squadron
ATFL—All Terrain Forklift
C/E—Civil Engineer
CDDAR—Crash, Damaged, or Disabled, Aircraft Recovery
CEMP—Comprehensive Emergency Management Plan
COMSEC—Communications Security
DMS—Data Monitoring System
EMER—Emergency
GOV'T—Government
MOC—Maintenance Operations Center
MSG/CE—Mission Support Group/Civil Engineer
MXG/CC—Maintenance Group Commander
OPR—Office of Primary Responsibility

OSC—On Scene Commander

POC—Point of Contact

PPE—Personal Protective Equipment

QA—Quality Control

RDS—Records Disposition Scheduled

R&R—Repair & Reclamation

T.O.—Technical Order

Terms

D6H— Nomenclature of the Bulldozer

G081— IMDS for Mobility

FL—1D – Nomenclature of Light Carts

LRT—180A – Nomenclature of the Crane

MC—7 – Nomenclature of Air Compressors

MB—2 UKE – Model Number, Tow Tractor

PN— Part Number

ATTACHMENT 2
CDDAR POC LISTING

A2.1. 434 MXMTR CDDAR POC LISTING

A2.1.1. VEHICLE OPS (DMS)

KEN BOTTARI 765-688-3470

A2.1.2. BASE SUPPLY

KEN NIX 765-688-3311

A2.1.3. BASE READINESS

DAN DEANGULO 765-688-2605

A2.1.4. BASE FIRE CHIEF

1. JOHN IRELAND 765-688-4045
2. DESK (EMER) 911

A2.1.5. BASE TRANSPORTATION (DMS)

RUTH LOVE 765-688-2459

A2.1.6. BASE SAFETY

1. DELBERT MEADOR 765-688-3357
2. JOHNNY ARMES 765-688-3032

A2.1.7. BIO ENVIRONMENTAL

- 1 JACQUELINE MANTRAVADI 765-688-3572
2. STEPHEN PEMBERTON 765-688-3595

A2.1.8. C/E

1. DAVID HUGHES 765-688-3305
2. JOHN ROBISON 765-688-2227

A2.1.9. BASE CONTRACTING OFFICER

CYNTHIA STEPHEN 765-688-2802

A2.1.10. SECURITY

1. DESK 765-688-3385

A2.1.11. AIRFIELD MANAGER WORK GOV'T CELL

1. BETH LAGEOSE 765-688-2254
2. COMMAND POST 765-688-2124

A2.1.12. ADDITIONAL USEFUL PHONE NUMBERS (FIRST RESPONDERS)

A2.1.12.1. All Coordination must be authorized by the on scene commander

1. INDIANA STATE HIWAY PATROL 765-473-6666 OR 800-382-0689
2. MIAMI COUNTY SHERIFF 911

ATTACHMENT 3**434TH CRASH RECOVERY EQUIPMENT LISTING**

1 ea General Purpose Truck
1 ea Towable 24' Enclosed Trailer
1 ea Storage CONNEX (for storage of recovery hand tools and equipment)
2 ea Aircraft tow vehicles with tow bars
10 ea 26 Ton Lifting Bags
150 ea Air Hose for Lifting Bags
8 ea Manifold for Lifting Bags PN 9316-010
6 ea 30 Ton Tri Pod Jacks
2 ea 65 Ton Axle Jacks
2 ea 60 Ton Rhino Jacks
1 ea 10 Ton Floor Jack
1 ea 6,000 lb. Portable Floor Crane
4 ea FL-1D Light Carts
4 ea MC-7 Air compressors
2 ea Portable Generators
1 ea 40 foot Flatbed Trailer and Tractor
1 ea All Terrain Forklift, Truck-ATFL
1 ea Bulldozer, D6H
1 ea Mobil Crane, LRT-180A

OFF BASE SPECIAL EQUIPMENT**CRANES**

CENTRAL RENT-A-CRANE 260-747-8877
MARLIN R H INC 800-382-7728