

**BY ORDER OF THE COMMANDER
445TH AIRLIFT WING**

**445TH AIRLIFT WING INSTRUCTION
21-105**



31 AUGUST 2011

Maintenance

**DROPPED OBJECT PREVENTION (DOP)
PROGRAM**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements Air Force Policy Directive (AFPD) 21-1, *Air and Space Maintenance*. This instruction extends the guidance of Air Force Instruction (AFI) 21-105 *Air and Space Equipment Structural Maintenance*. This instruction standardizes procedures for all 445th Airlift Wing (445 AW) aircraft maintenance personnel on implementing the Dropped Object Prevention (DOP) Program. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the Air Force Information Management Tool (AF IMT) 847, *Recommendation for Change of Publication*; route AF IMTs 847 from the field through the appropriate functional's chain of command. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://afirms.amc.af.mil/>.

SUMMARY OF CHANGES

This change updates the DOP Program for the C-17 aircraft.

1. Responsibilities.

1.1. The 445th Airlift Wing Vice Commander (445 AW/CV) serves as the DOP Program Manager. The DOP Program Manager ensures that a program focusing on prevention, investigation, training, and reporting is established.

1.2. The Wing DOP Monitor will be from the 445th Maintenance Group Quality Assurance (445 MXG/MGQ) Office. The DOP Monitor, appointed by the 445 AW/CV, will be listed in the current Maintenance Standardization and Evaluation Program (MSEP). The Wing DOP Monitor will identify and develop training standards that ensure all maintenance personnel who are involved in on-equipment aircraft maintenance receive DOP training. The Wing DOP Monitor ensures that Local Checklist (LCL) 445AW 10-9, *C-5 Dropped Object Prevention Checklist* and 445 AW 10-10, *C-17 Dropped Object Prevention Checklist* are reviewed annually. The Wing DOP Monitor will investigate all dropped object incidents and make every effort to determine the precise cause to ensure a positive corrective action. Each and every material and/or design deficiency either suspected or proven will require that a deficiency report be submitted In Accordance With Technical Order (IAW TO) 00-35D-54, *USAF Materiel Deficiency Reporting, Investigating and Resolution*.

2. Dropped Object Awareness and Prevention Committee.

2.1. The quarterly Wright-Patterson Air Force Base Foreign Object Damage (FOD) and Dropped Object (DO) Awareness and Prevention Committee will be attended monthly by the wing DOP monitor. This meeting is held in conjunction with the Airfield Operations Board (AOB) chaired by the 88th Air Base Wing Vice Commander (88 ABW/CV).

2.2. All locally reported dropped objects will be included in the monthly MSEP meeting chaired by the MXG/CC. Discussion will include status of previous occurrences, corrective actions, improvements, recommendations, motivation, and/or suggestions, including initiatives and suggestion reviews.

3. Annual Training.

3.1. Annual DOP Training Aircraft (ACFT) 000650 Course will be required for all on-equipment aircraft maintenance personnel.

3.2. Course completion will require viewing the Dropped Object Prevention video (#614467) located in the 445th Maintenance Group Training Office (445 MOF/MXOT).

3.3. Supervisors will ensure DOP training requirements are documented in the appropriate training records and automated Maintenance Information System (GO81).

4. DOP Qualification Training.

4.1. Commanders will appoint squadron DOP trainers by letter, and forward a copy to the 445 MXG/MGQ. DOP trainers will be 7-levels that are DOP inspection qualified. Trainers will certify that individuals have completed the annual DOP training (ACFT 000650), reviewed the applicable DOP PowerPoint presentation on the 445 MXG/MGQ SharePoint site, and received adequate On the Job Training (OJT) using the guidance in LCL 445AW 10-9 or LCL 445AW 10-10 on the applicable weapon system prior to certifying an individual as DOP-inspection qualified.

4.2. Upon completion of the above-mentioned prerequisites the individual will be loaded in G081 via AF Form 2426 utilizing course code WPAT 000305 C-17 DOPP Panel Inspection or WPAT 000310 C-5 DOPP Panel Inspection, as it applies.

4.3. The 445 MXG/MGQ may, when deemed necessary, provide wing-wide training to ensure an effective DOP Program is maintained.

5. Investigations and Reporting.

5.1. Anyone suspecting a dropped object will immediately notify the Production Superintendent or if unavailable the Maintenance Operations Center (MOC). A discrepancy will be entered in the AFTO Form 781A, *Maintenance Discrepancy and Work Document*, by the individual discovering the missing object.

5.2. MOC will notify all parties IAW Check Sheet 3-10, DO, immediately. NOTE: No maintenance of any type will be performed or accomplished to repair or replace the dropped object until the Wing DOP Monitor performs an investigation. Investigation will attempt to determine and identify any material design deficiency/failure, personnel error, or repeat trends. The Wing DOP Monitor will initiate referral reports to ensure actions are taken to correct trends identified. Aircraft impoundment will be directed by the MXG/CC or designated representative as required or warranted, and follow 445 Maintenance Operating Instruction (MOI) 21-123, *Aircraft Impoundment*.

5.3. Wing DOP Monitor or Quality Assurance Chief will notify the 445th Airlift Wing Commander (445 AW/CC), 445th Operations Group Commander (445 OG/CC), MXG/CC and 445th Airlift Wing Safety (445 AW/SE).

5.4. Initial dropped object report will be provided to the AFRC/A4M and 4AF/A4M via telephone, e-mail, or message. NOTE: Any dropped object involving casualties, property damage, or likely adverse publicity, will be reported IAW AFI 10-206, *Operational Reporting*. Within three duty days after the occurrence a formal report will be accomplished utilizing the guideline established IAW AFI 21-101, *Aircraft and Equipment Maintenance Management*. The report will be forwarded to AFRC/A4M and 4AF/A4M. Courtesy copies will be forwarded to AW/CC, AW/CV, AW/SE, OG/CC, MXG/CC, Maintenance Superintendents, Production Superintendent, and 88 Mission Support Group/Base Supply (MSG/LGRS).

6. Inspection Requirements.

6.1. LCL 445AW 10-9 or LCL 445AW 10-10 will be performed prior to each flight for the established "second look" program.

6.2. Document the AFTO Form 781A using a "Red X" symbol.

6.3. Individual performing the inspection will document the inspection completion in the corrective action block, sign the "inspected by" block, and initial over the symbol. NOTE: If exterior panel inspection cannot be accomplished due to weather circumstances or operational constraints, then the individual will annotate all areas not performed and reason why it could not be performed in the corrective action block of the AFTO Form 781A. If maintenance has not been performed recently on the vertical or horizontal stabilizer areas you may verify from the ground if the requirements are met IAW LCL 445AW 10-9 or LCL 445AW 10-10. All inspections will meet Air Force Occupational Safety and Health (AFOSH), Occupational Safety and Health Administration (OSHA) and 445 AWI 91-301, *Fall Protection Program* standards for proper fall protection and or fall restraint. The areas of performance of the assigned weapon system will dictate protection versus restraint.

6.4. Special attention must be given to “last minute” (Red Ball) maintenance actions. The Production Superintendent/Expediter will ensure that a localized DOP inspection is performed and documented in the 781A on the area disturbed during the maintenance action.

6.5. All Exceptional Release (ER) authorities will ensure that LCL 445AW 10-9 or LCL 445AW 10-10 has been performed prior to each flight.

STEPHEN D. GOEMAN, Col, USAFR
Commander

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

AFMAN 33-363, *Management of Records*, 01 March 2008

AFI 10-206, *Operational Reporting*, 15 October 2008

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

AFI 91-204, *Safety Investigations and Reports*, 24 September 2008

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

AFI 21-105 *Air and Space Equipment Structural Maintenance*, 09 April 2003

445 MOI 21-123, *Aircraft Impoundment*, 23 January 2009

T.O. 00-35D-54, *USAF Materiel Deficiency Reporting, Investigating and Resolution*, 01 October 2009

Adopted Forms

AFTO Form 781A, *Maintenance Discrepancy and Work Document*

AF Form 2426, *Training Request and Completion Notification*

AFRC Form 847, *Recommendation for Changes of Publication*

Terms

Dropped Object—is any aircraft part, component, surface, or other item lost during aircrew operations, unless intentionally jettisoned, from engine start to engine shutdown. Inadvertently released munitions or munitions released in excess of the quantity selected by the aircrew, or multiple release, are not considered dropped objects and will be reported IAW AFI 91-204.