

**BY ORDER OF THE COMMANDER
934TH AIRLIFT WING**

934 AIRLIFT WING INSTRUCTION 21-113

1 NOVEMBER 2013



Maintenance

**CRASH, DAMAGED, OR DISABLED
AIRCRAFT RECOVERY (CDDAR)**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

ACCESSIBILITY: Publications and forms are available on the e-publishing website at www.e-publishing.af.mil

RELEASABILITY: There are no releasability restrictions on this publication.

OPR: 934 MXS/MXMT

Certified by: 133 CC (Col Greg A Haase)

Pages: 8

This instruction implements and complies with the requirements levied by Air Force Instruction (AFI) 21-101, *Aircraft and Equipment Maintenance Management*, and AFI 10-2501, *Air Force Emergency Management (EM) Program Planning and Operations*. This Airlift Wing Instruction (AWI) assigns responsibilities and outlines procedures for implementing an effective Crash, Damaged, or Disabled Aircraft Recovery (CDDAR) program. This AWI is applicable to all personnel under the functional control of the 934th and 133rd Airlift Wing Commander. Ensure that all records created as a result of a process prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at <https://www.my.af.mil/gcss-af61a/afrims/afrims/>. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF FORM 847s from their field through the appropriate functional chain of command.

SUMMARY OF CHANGES

This publication has been substantially revised and must be completely reviewed. Procedures and responsibilities have been added and defined. The 133rd AW has been added to this publication.

1. General. This publication provides local guidance for aircraft recovery/removal in the event of crash/disabled aircraft. The CDDAR program is designed to recover a crash, damaged or disabled aircraft in a minimum amount of time, with consideration given to the requirements of opening runways for operational use, preventing secondary damage to the aircraft, and preserving evidence for mishap or accident investigation. Refer to Minneapolis-St Paul

International Airport Air Reserve Station (MSP ARS) CEMP 10-2 for related response requirements and Airport Joint Use Agreement (AJUA) for responses on Metropolitan Airport Property.

1.1. It will be the responsibility of the owning Wing to establish aircraft recovery operations in the event of a crash/disabled aircraft. Assistance from the other Wing's CDDAR team will be provided when or if needed or requested.

2. Responsibilities.

2.1. The Incident Commander (IC), as determined by Technical Order (TO) 00-80C-1, *Crashed, Damaged, Disabled Aircraft Recovery Manual* and AFI 10-2501, is the person in charge at incident until all emergency response actions are completed. Transfer of command to recovery organizations (to include the CDDAR Team Chief) will occur after the hazard mitigation is complete.

2.2. The Emergency Operations Center (EOC), under the authority of the EOC Director, develops a recovery plan, which will be approved by the IC before it is implemented

2.3. Unit commanders will be familiar with the MSP ARS CEMP 10-2 and AJUA. They will ensure requirements levied on personnel and/or equipment within their unit is achieved to meet CDDAR operational needs.

2.3.1. The Maintenance Group Commander or designated representative will:

2.3.1.1. Be the point of contact for Aircraft Maintenance.

2.3.2. Ensure ground maintenance does not begin until advised by Bioenvironmental Engineer (BEE) on the hazards, protective equipment and procedures required for the recovery operation are established.

2.3.3. Respond accordingly with requests to obtain weapons system-specific hazardous information pertaining to the mission design series aircraft involved in mishaps, and provide such information to the Incident Commander (IC) or Senior Fire-fighting Official (SFO) on an as-needed basis.

2.3.4. Direct the acquisition and use of necessary aircraft maintenance related equipment to support all phases of the accident response and recovery/.

2.4. Civil Engineering Environmental Management (EM) and BEE will advise the EOC and IC of hazardous material handling procedures. The Hazardous Materials (HAZMAT) response team will mitigate release of HAZMAT materials and the Civil Engineering EM will ensure clean-up and disposal of all hazardous materials are accomplished per the Hazardous Materials Emergency Planning and Response Plan.

2.4.1. The BEE will advise the EOC Director and IC on the type(s) of personal protective equipment (PPE) required to perform recovery of an aircraft containing composite/hazardous materials from the BEE recommended procedures list and TO 00-80C-1.

2.4.2. In consultation with the CDDAR team chief, BEE will provide annual briefings to the CDDAR team of their responsibilities, duties, appropriate PPE usage, and types that may be required to eliminate possible health hazards.

2.4.3. The BEE will be available during crash recovery operations to provide exposure monitoring of personnel involved in CDDAR and clean-up operations; to include respirator fit testing, heavy metal testing or other necessary evaluations.

2.5. The 934th or the 133rd Airlift Wing, (as determined in paragraph 1.1) Safety office (AW/SE) will:

2.5.1. Advise the IC and EOC Director of safety hazards and concerns to ensure safe aircraft recovery operations; provide CDDAR team chiefs with assistance and guidance in obtaining resources as needed to rectify unsafe conditions.

2.5.2. Provide an Explosive Ordnances Disposal (EOD) representative for issues involving aircraft containing explosives-related hazards. If unavailable, 934 AW/SE or the 133 AW/SE will coordinate with the Maintenance Representative for acquiring munitions personnel from the MXG to accomplish Munitions Representative duties.

2.6. The 934 MXG/CC or the 133 MXG/CC, (as determined in paragraph 1.1) or designated representative will:

2.6.1. Ensure all aircraft AFTO Form 781 series forms, servicing equipment, and personnel training records are impounded upon notification of an accident/mishap.

2.6.2. Provide aircraft weight and balance program support to the CDDAR team chief, as requested.

2.7. The CDDAR team chiefs will:

2.7.1. Be listed on the Special Certification Roster (SCR), the base emergency and mobilization rosters for contact after normal duty hours.

2.7.2. Conduct an annual briefing with all the agencies involved in the CDDAR process. The briefing will outline the CDDAR team responsibilities. A tabletop exercise will also be conducted to verify validity of telephone numbers, exercise checklists, as well as personnel capabilities. Possible responses will be discussed to evaluate preparedness to various scenarios.

2.7.3. Ensure the CDDAR equipment is listed, maintained and prepared to rapidly deploy crash recovery equipment and personnel for aircraft as directed by HQ AFRC/LGRC.

2.7.4. Direct and coordinate all CDDAR operations as instructed by the IC or EOC. The IC or EOC will contact the CDDAR Team Chief when incident area is safe for recovery operations to begin. The CDDAR Team Chief will complete the Crashed, Damaged, or Disabled Aircraft Recovery Team Chief Checklist.

2.7.5. Report to the assembly area (with the required team members), as determined by the CDDAR Team Chief.

2.8. The Maintenance Operations Center (MOC) will:

2.8.1. Act as the Unit Control Center (UCC) for the MXG and accomplish all telecommunications necessary to support the recovery operations.

2.8.2. Maintain an events log of all pertinent and significant facts/events that take place during CDDAR operation(s).

2.8.3. Contact the 27th or 133rd Aerial Port Squadron, (as determined in paragraph 1.1), who will provide an All-Terrain Forklift and driver when requested.

2.8.4. Contact the Base Fuels Office, who will stand by to provide de-fueling vehicle(s) as directed by the IC.

2.9. 934 or 133 Logistics Readiness Squadron (LRS)/LGRDDO, (as determined in paragraph 1.1), Vehicle Operations will: provide a 1 ton, radio equipped truck-tractor with a 2-5/16 inch ball hitch receiver to transport the CDDAR trailer as directed by the EOC to the accident site during normal duty hours and LGRVO after normal duty hours. In the event of an off-base accident/incident, Vehicle Operations support may be requested through the EOC to provide transport of the CDDAR team and equipment to the site if a qualified operator is available. If a crane is required, contact the local area crane company. (See Attachment 2 for contact information.)

3. Requirements

3.1. A minimum initial response CDDAR Team will consist of the CDDAR Team Chief and six team members with all or some possessing the following certifications: flight line driver's license (minimum two) and forklift driver's license (minimum one) and Tow Supervisor qualified (minimum one).

3.2. The recovery team at a minimum will consist of a CDDAR Team Chief and a team of personnel based upon condition of aircraft and environment. See current Letter of Delegation for CDDAR Members in continuity book.

3.3. Lifting equipment, PPE, and CDDAR tools/consumables are contained in the CDDAR Trailer and two each Internal Slingable container Unit (ISU)-90's. Additional tools that may be needed are listed in TO 00-80C-1, Chapter 5. Contact HQ 22AF/A4MA4M for assistance with obtaining additional needed equipment not on hand.

4. Transient Aircraft Responsibilities

4.1. CDDAR equipment on station is limited to assigned home station airframe. The 934 or the 133rd MXG/CC will ensure additional special equipment and unique requirements for transient aircraft is obtained from applicable sources as directed by HQ AFRC/A4MY or HQ ANG/A4M.

4.2. CDDAR team chief will notify MOC to contact owning organization to obtain necessary expertise and guidance from appropriate sources. [For Headquarters AMC transient aircraft, MOC will contact the home base through HQAMC/XOCL at DSN 229-1963.] Transient aircraft home bases and BEE must be contacted to determine composite material risks and requirements for PPE. All team members will be briefed on special requirements/health and safety concerns associated with transient aircraft recovery.

4.3. All base organizations will provide assistance with transient aircraft (including civilian aircraft) recovery operations as directed.

4.4. CDDAR support for Geographically Separate Units (GSUs) will be provided as required.

5. Support for CDDAR and contact after Normal Duty Hours

5.1. During non-duty hours, all CDDAR team members will report to the base immediately upon being notified. The CDDAR Team Chief may request additional maintenance personnel support, as needed, by contacting the MXG.

5.2. CDDAR Team Chief will request through the EOC to contact BOS/LGRV, Vehicle Maintenance Supervisor, for driver and tractor support for the CDDAR Trailer.

DARRELL G. YOUNG, Colonel, USAFR
Commander

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

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

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

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

MSP ARS CEMP 10-2, *Comprehensive Emergency Management Plan*, 1 September 2011

TO 00-80C-1, *Crashed, Damaged, Disabled Aircraft Recovery Manual*, 5 October 2011

Adopted Forms

AFTO Form 781, AFORMS Aircrew/Mission Flight Data Document

AF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFPD—Air Force Policy Directive

AFRIMS—Air Force Records Information Management System

AJUA—Airport Joint Use Agreement

AW/SE—Airlift Wing Safety Office

BEE—Bioenvironmental engineer

BOS/LGRV—Base Operating Service

CDDAR—Crash, Damaged, or Disabled Aircraft Recovery

CEMP—Comprehensive Emergency Management Plan

CRT—Crash Recovery Team

EM—Emergency Management

EOC—Emergency Operations Center

EOD—Explosive Ordnance Disposal

FSTR—Full Spectrum Threat Response

HAZMAT—Hazardous Material

IAP—International Airport

IAW—In Accordance With

IC—Incident Commander

ISU—90 - Internal Slingable container Unit

LRS—Logistics Readiness Squadron

MOC—Maintenance Operations Center

MSP ARS—Minneapolis-St. Paul Air Reserve Station

MXG—Maintenance Group

OPR—Office of Primary Responsibility

ORM—Operational Risk Management

PPE—Personal Protective Equipment

QA—Quality Assurance

RDS—Records Disposition Schedule

SCR—Special Certification Roster

SFO—Senior Fire-fighting Official

UCC—Unit Control Center

Attachment 2**POINT OF CONTACT LIST – KEY PERSONNEL AND RESOURCES**

Twin Cities Transport & Recovery, Inc.
1396 Concordia Ave. St. Paul, MN 55104
Phone: 651-642-1446 Cell: 612-867-5554
Fax: 651-642-0010
www.tctr.us

For AMC Aircraft: Tanker Airlift Control Center (TACC),
Scott AFB, ILLINOIS.
Comm: 1-800-247-6625
DSN: 779-0363

AFRC and ANG Crash Recovery Superintendents:

- A) HQ AFRC/A4MY: DSN: 497-1645 Comm: 478-327-1645
- B) HQ ANG/A4M: DSN: 612-8499 Comm: 301-836-8499
- C) 4AF/A4MY: DSN: 447-7643 Comm: 951-655-7643
- D) 22AF/A4M: DSN: 625-3853 Comm: 678-655-3853