

**BY ORDER OF THE SECRETARY
OF THE AIR FORCE**

**AFI 11-2HC-130V3 CL-2
14 April 2015**



Flying Operations

**LOADMASTER BRIEFING GUIDES AND CHECKLISTS
COMPLIANCE WITH THIS PUBLICATION IS
MANDATORY**

ACCESSIBILITY: Publications and forms are available on the e-Publishing website at www.e-publishing.af.mil for down-loading or ordering.

RELEASABILITY: There are no releasability restrictions on this publication

OPR: HQ ACC/A3JO

Certified by: AF/A3O (Brig Gen Giovanni K. Tuck)

Supersedes: AFI11-2HC-130V3CL-2, 22 February 2010

Number of Printed Pages: 58

This checklist establishes procedures for the operation of HC/MC-130 aircraft employed by Combat Air Forces (CAF). It applies to all HC-130 and Combat Search and Rescue (CSAR) MC-130P Regular Air Force (RegAF), AFRC and ANG units and their

assigned Back-up Aircraft Inventory (BAI) aircraft. Waivers are IAW with AFI 11-2HC-130V3. 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 in the Air Force Records Information Management System (AFRIMS)

Refer recommended changes and questions about this publication to the Office of Primary Responsibility using the AF IMT 847, *Recommendation for Change of Publication*; route AF IMT 847 from the field through appropriate chain of command. This checklist complements AFI 11-2HC-130V3, *HC-130 Operations Procedures*, and is printed on standard 8 ½” x 11” bond paper then trimmed to a unique size 4 ½ “ x 6 ½” that will fit the standard plastic HC/MC-130 aircrew checklist binders.

SUMMARY OF CHANGES: This revision adds Infiltration/Exfiltration Permission and Aircraft Egress, Familiarization and destruction guides. The Container Delivery System and Personnel/Equipment Checklists have been updated with Joint Precision Airdrop System procedures for guided and improved airdrop deployments. A separate Dropsonde Checklist has been added. The Airdrop Cleanup Checklist and High Altitude Emergency procedures have been updated. Note [N], Caution [C] and Warning [W] annotations have been added to all checklists.

TABLE OF CONTENTS**PREMISSION**

Parachutist Briefing Guide.....	5
Additional Crew Member Briefing Guide.....	6
Light Masking Guide.....	7
Aircraft Egress, FAM and Destruction Briefing Guide.....	8
Infil/Exfil Aircraft Preparation Guide.....	9
Infil/Exfil Equipment Listing.....	11

AIRDROP

Personnel/Equipment Airdrop Checklist.....	12
Fouled/Towed Parachutist Checklist.....	19
Emergency Retrieval Procedures [Paratroop Door].....	20
Emergency Retrieval Procedures [Ramp/Door].....	24
Manual Static Line Retrieval [Paratroop Door].....	26
Manual Static Line Retrieval [Ramp/Door].....	26
High Altitude Emergency Procedures.....	27
CDS Airdrop Checklist.....	28
CDS Malfunction Checklist.....	33
Dropsonde Checklist.....	34
Airdrop Cleanup Checklist.....	37

SEARCH AND RESCUE

Pre-Search/Pre-Deployment Checklist.....	38
Equipment Deployment Checklist.....	40

Personnel Deployment Checklist.....41

Post-Search/Post-Deployment Checklist.....42

ONLOAD / OFFLOAD

Engine Running Offload (ERO) Checklist.....43

HOT REFUELING/FORWARD AIR REFUELING POINT

Hot Refueling (Receiver) Checklist.....45

Hot Refueling (Tanker) Checklist.....49

FARP Checklist.....52

FARP / Hot Refueling Emergency Procedures.....56

MISCELLANEOUS

Rear Vision Device Checklist.....58

PARACHUTIST BRIEFING GUIDE

Use this checklist, when dropping personnel.

1. Route, Time, and Weather
2. Seats and Safety Belts
3. No Smoking
4. Air Sickness
5. Use of Latrine
6. Passenger Operated Electronic Devices
7. Emergency Procedures to Include:
 - a. Bailout (Signals and Exits)
 - b. Crash Landing (Signals and Exits)
 - c. Ditching (Signals, Exits, and Use of Water Survival Equipment) (As Required)
 - d. Rapid Depressurization (If Applicable)
 - e. Fouled Parachutist
8. Raising Troop Seats during Drops
9. Aircraft Cleanliness

ADDITIONAL CREW MEMBER (ACM) BRIEFING GUIDE

(T-2) The aircraft commander will ensure all ACMs are briefed. When directed to brief ACMs by the aircraft commander, use this briefing guide. The following items should be briefed commensurate with the qualification of the ACM in the aircraft.

1. Flight Time
2. Seat Assignment and Use of Seatbelts
3. Smoking / Hazardous Cargo Restrictions
4. Disposable Ear Plugs – Distributed
5. Flying with Head Cold / Cabin Pressurization
6. Use/Location of Toilet Facilities
7. Identification of Armed Crewmembers
8. Emergency Equipment and Procedures
 - a. Signals (Ground/In-flight)
 - b. Exits (Ground/In-flight)
 - c. Equipment
 - (1) Life Rafts,
 - (2) Oxygen, Walk-around Bottles
 - (3) LPUs
 - (4) Additional equipment as required
 - d. Removal of Rings, Scarves, and Sharp Objects

LIGHT MASKING GUIDE

For NVG operations with Non-NVG compatible lighting

NOTE: *Lights will be masked with olive drab tape. Remove tape as soon as practical.*

1. Life History Recorder (Some airplanes)
2. Paratroop Door Warning Light
3. Winch Operator Control Panel
 - a. Flare Launcher Activate/Deactivate Light
 - b. System Armed Light
4. Ramp Air Drop Position Light
5. Ramp and Door Open warning Light.
6. SATCOM
7. Cargo Compartment Lights – Off/Dim
 - a. Cargo Compartment Overhead Lights
 - b. Floor Lights
 - c. Flare Launcher Panels
 - d. Cargo Door Uplock
 - e. Jump Platform Lights
8. Jump Lights
9. Blackout Panels (Some airplanes)

**AIRCRAFT EGRESS, FAMILIARIZATION, AND
DESTRUCTION BRIEFING GUIDE**

(T-2) User-force personnel will be briefed on the following areas:

1. Location and operation of all emergency exits, overhead hatches, and escape ropes
2. Location and use of crash axes and chopping locations
3. Location and operation of fire extinguishers
4. Location and use of emergency exit lights
5. Location of engine shut-down T-handles
6. Location of first aid kits
7. Location of life raft deployment T-handles
8. Location of areas to place explosive charges for aircraft destruction (fuel tanks, SPR panel, LOX converter)
9. Instructions for locating and destroying sensitive equipment and materials
10. Location of egress assembly areas
11. Alarm bell signals for ground evacuation, crash landing, ditching and bailout
12. Danger areas:
 - a. Engines
 - b. Propellers - 150 feet behind, 50 feet in front
 - c. GTC/APU
 - d. ALE-47 chaff/flare dispensers - 600 feet
 - e. LAIRCM/IRCM transmitters- 30 feet when in use
 - f. Hydraulic systems.

- g. Oxygen vents
- h. Pitot tubes
- i. Hot brakes/wheel well fires

INFILTRATION/EXFILTRATION AIRCRAFT
PREPARATION GUIDE

1. Aircraft configuration – Checked
2. Canary slide ramps/ground loading ramps – Checked
3. Tie-down restraint devices – Positioned
4. Blackout devices – Installed
 - a. Window covers
5. Interior lights – Set/Taped (as required)

NOTE: Not required for NVG-compatible dimmable lights

- a. Cargo compartment door warning lights – Taped (one layer)
- b. ADS indicator light – Taped (as required)
- c. Cargo floor lights – Off (as required)
- d. Cargo door up-lock inspection lights – Taped/Off (as required)
- e. Crew entrance door light – Off
- f. Under-deck inspection light – Off
- g. Nosewheel well inspection light – Off
- h. SATCOM receiver light (If required) – Taped
- i. Miscellaneous equipment battery lights – Taped
- j. Jump/caution lights – Taped (as required)

NOTE: Position jump lights to the bright position and tape with a small slit to allow light to shine through (N/A on aircraft w/NVG compatible lenses)

- k. Jump platform lights – Positioned and Taped (as required)
- l. Emergency exit lights – OFF

NOTE: Emergency exit lights will remain armed for training and exercises

- 6. Chemlights – Installed
- 7. Emergency exit handles – Tape one overt chemical light to each emergency exit handle to allow a small portion of light to shine through.

INFILTRATION/EXFILTRATION EQUIPMENT LISTING

Aircraft should arrive at the FOB with the following minimum equipment:

1. Operable HCU-9/A, or Bulldog 41B/BG winch and power cable—1 per aircraft
2. Canary slide ramps (ground loading ramps)—1 set per aircraft (if ground loading ramps are to be used, deploy with 5)
3. Aircraft blackout kit—1 set per aircraft
4. Aerial delivery kit:
 - a. Type III nylon (550 cord)—1 roll
 - b. One-fourth-inch cotton webbing (80-pound)—1 roll
 - c. 8/7-cord (ticket 5-cord)—1 roll
 - d. Cloth backed adhesive tape—2 rolls
 - e. Masking tape—2 rolls
 - f. Safety wire—1 roll
5. CDS kit—1 per aircraft
6. Ramp support (milk stool)—1 per aircraft
7. Modified restraint belts—2 per aircraft
8. Chemical lights (overt and IR)—as required
9. Miscellaneous equipment
 - a. Airsickness bags
 - b. Ear plugs
 - c. Large trash bags

PERSONNEL/EQUIPMENT AIRDROP CHECKLIST

NOTE: Items marked by an asterisk "*" are steps specific to JPADS (Guided/Improved) deployments.

TWENTY-MINUTE CHECKLIST

(Personnel/Equipment)

1. **"CREW, TWENTY-MINUTE WARNING" (N)**
2. **"TWENTY-MINUTE WARNING ACKNOWLEDGED LM" (LM)**
3. Jumpmaster – Alerted
4. Helmet and Oxygen Mask (As required) – **"ON"** (As Required)
(P)(CP)(N)(AMSS)(LM)(E)
5. Helmet [W][N] –On
- *6. GPS-RTS (if required) – **"ON"** (LM)
7. Aft Anchor Cable Support(s) – Lowered (Paratroop door exit only)
8. Anchor Cables – Attached to Center Anchor Cable Supports
(Paratroop door exit only)
9. Anchor Cable Stops – Positioned and Secured (As required)
10. Static Line Retriever Cable – Safety Tied and Checked
(As required)
- *11. AGUs (If required) – **"ON"** (LM)
12. Retrieval Sling Assembly – Attached and Safety Tied
(As required)
13. Retrieval Assist Strap (Roller Assembly) – Positioned and
Secured (As required)

14. Ramp ADS Support Arms – Checked (Ramp exit only)
15. Bundle Rigging – Inspected
 - a. Static Line – Connected forward of anchor cable stop
 - b. Gate Tension – Checked
16. Bundle Marker Lights – Activated (As required)
17. Jump Platform Lights [N] – As required
18. LPU's (RAMZ) – Checked/Inflated (As required)
19. Cargo Compartment Lights [N] – As required
20. Twenty-Minute Checks – **"COMPLETE"** (LM)(E)

TEN-MINUTE CHECKLIST

(Personnel/Equipment)

1. **"CREW, TEN-MINUTE WARNING"** (N)
2. **"TEN-MINUTE WARNING ACKNOWLEDGED LM"**
(LM)
3. Jumpmaster – Alerted
4. Red Lights/NVG Airdrop Caution Lights – On/Checked
5. High Altitude Checks (As required) [W][N] – **"COMPLETE"**
(P)(CP)(N)(AMSS)(LM)(E)
 - a. Accomplish the following prior to calling this step complete:
 - (1) Mask – On and connected
 - (2) Regulator – On/100 Percent
 - (3) Mask and Hose Connection – Checked
 - (4) Regulator Flow Indicator - Checked
 - (5) Buddy Checks – Complete

6. Bundle Restraint [N] – Removed
- *7. All AGU Control Panels [N] (If required) – Checked
 - a. *FIREFLY/MICROFLY*: “Ready to Fly” on LCD denotes GPS Lock
- *8. AGU Status (If required) – **“READY ”** (or condition) (LM)
9. All Personnel – Forward of Load
10. Restraint Harness/Parachute [N] – On/Adjusted/Attached
11. Restraint Shuttles [W] (Some aircraft) – Positioned/Connected
12. Ten-Minute Checks – **“COMPLETE”** (LM)(E)

SIX-MINUTE ADVISORY [N]

(Personnel/Equipment)

Required for personnel and combination drops only.

1. **"CREW, SIX-MINUTE ADVISORY"** (N)
2. **"SIX-MINUTE ADVISORY ACKNOWLEDGED LM"**
(LM)
3. Jumpmaster – Alerted
4. Appropriate Seats [C] – Raised

SLOWDOWN CHECKLIST [W]**(Paratroop Door Exit)***(Personnel/Equipment)*

1. Air Deflectors [W][N] – **"OPEN"** (P/CP)
2. Paratroop Door(s) [W] – **"OPEN AND LOCKED"** (LM)
3. Jump Platform(s) [N] – Locked in place
4. Paratroop Door Control [W] – Assumed by Jumpmaster/Safety
5. Slowdown Checks – **"COMPLETE"** (LM)(E)

SLOWDOWN CHECKLIST [W]**(Tailgate Exit)***(Personnel/Equipment)*

1. Ramp and Door [W][C][N] –
 - a. **"CLEAR TO OPEN"** (LM)(P)
 - b. **"OPEN AND LOCKED"** (LM)
 - c. **"INDICATES OPEN"** (E)
2. Aft Anchor Cable Support(s) [C] – Lowered (As required)
3. Restraint Shuttles (Some airplanes) [W] – Positioned
4. Remaining Restraint – Removed (As required)
5. Ramp & Door Control [W][N] – Assumed by Jumpmaster/Safety
6. Slowdown Checks [W] – **"COMPLETE"** (LM)(E)

TWO-MINUTE WARNING [N]*(Personnel/Equipment)**Required for High Altitude Personnel Airdrops only.*

1. **"CREW, TWO-MINUTE WARNING"** (N)
2. **"TWO-MINUTE WARNING ACKNOWLEDGED LM"**
(LM)
3. Jumpmaster [N] – Alerted and Jumpers Positioned
4. Two-Minute Checks – **"COMPLETE"** (LM)

ONE-MINUTE WARNING*(Personnel/Equipment)*

1. **"CREW, ONE-MINUTE WARNING"** (N)
2. **"ONE-MINUTE WARNING ACKNOWLEDGED LM"**
(LM)
3. Jumpmaster [N] – Alerted
- *4. **"GPS FOM, STATE READING"** [N] (N)
5. One-Minute Checks – **"COMPLETE"** (LM)

RELEASE POINT CHECKLIST [N]*(Personnel/Equipment)*

1. **"GREEN LIGHT"** (N)
2. **"ON"** [N] (P/CP)
3. **"GATE RELEASED"** (or state condition)(As required)
[W][C][N] (LM)
4. **"LOAD CLEAR"** (or state condition) (LM)
5. **"RED LIGHT"** (N)
6. **"ON"** (P/CP)
7. Jumpmaster/Safety – Notified (As required)(LM)

COMPLETION OF DROP CHECKLIST [N]**(Paratroop Door Exit)***(Personnel/Equipment)*

1. Jump Platform(s) – Folded in
2. Retrieval Sling Assembly – Installed (As required)
3. Static Line(s) – Retrieved/Cut
4. Paratroop Door(s) – **"CLOSED AND LOCKED"** (LM)
5. Anchor Cables [N] – Disconnected from Center Anchor Cable Supports (As required)
6. Aft Anchor Cable Support(s) – Raised (As required)
7. Parachutes – De-armed (If required for high altitude airdrops)
8. Drop Checks – **"COMPLETE"** (LM)(E)

COMPLETION OF DROP CHECKLIST [N]**(Tailgate Exit)****(Personnel/Equipment)**

1. Static Line(s) [C][N] – Retrieved/Cut
2. Aft Anchor Cable Support(s) – Raised (As required)
3. Restraint Shuttle (Some Airplanes) [W] – Positioned
4. Ramp and Door – "**CLOSED AND LOCKED**"[W][C][N]
(LM)
5. Drop Checks - "**COMPLETE**" [N] (LM)(E)

PERSONNEL EMERGENCY PROCEDURES**FOULED/TOWED PARACHUTISTS CHECKLIST**

1. Jumpmaster Notified – To stop remaining parachutists
2. Pilot Notified – **"FOULED/TOWED PARACHUTIST"** (LM)
3. Red/NVG Airdrop Caution Lights – Confirmed on
4. Parachutists Condition [N] – **"PARACHUTIST RELEASED"**
or **"INDICATES CONSCIOUS / UNCONSCIOUS"** (LM)
5. [Paratroop Door Only] Static Line [W][N] – Cut on pilot's
command or Retrieve Parachutist
 - a. If the decision is to retrieve the parachutist, implement
emergency retrieval procedures.
 - (1) TRPS/5,000 pound tie-down strap – Installed
 - (2) Jump platforms – Folded in
 - (3) Retrieve parachutist
6. [Ramp and Door] Static Line [C][N] – Cut on pilot's
Command or Retrieve
Parachutist
 - a. If the decision is to retrieve the parachutist, implement
emergency retrieval procedures.
 - (1) Strap – Installed
 - (2) Retrieve parachutist
7. Status of Parachutist – **"RELEASED/RETRIEVED"** (LM)
8. **"MALFUNCTION CHECKLIST COMPLETE"** (LM)
9. Perform Completion of Drop Checklist

EMERGENCY PARACHUTIST RETRIEVAL
PROCEDURES [Paratroop Door]

Towed Parachutist Retrieval System (TPRS):

1. Install retriever assist strap (RAS/roller system) around static line(s) under retriever sling assembly ensuring quick-snap fittings are re-connected between "A" frame center anchor cable support and anchor cable stop at FS 770 on outboard anchor cable.
2. Install retriever sling assembly around parachutist static line(s) and pull sling loop tight with retrieval sling hook.
3. Fold in jump platform and initiate retrieval.
 - a. If the aircraft has been modified with the slip clutch assembly to the static line retriever winch, engage static line retriever winch until it slips. If the retriever clutch slips prior to bringing the parachutist into the paratroop door area, determine and remove the cause of the overload, slightly unwind the static line retriever winch to reset the winch's slip clutch, and continue retrieval operation.

WARNING: (T-1) During retrieval attempts, take all possible action to ensure the parachutist does not slip back at any time. This does not preclude unwinding the static line retriever to reset the slip clutch, if necessary.

- b. Stop retrieval when the cotton sleeve at the apex of the D-bags begins to pass through the RAS.
4. As the parachutist is pulled up to the door, swing parachutist into the aircraft by hand, close and secure paratroop door.

- a. If the parachutist is not in the paratroop door, (e.g., positioned in the lower aft corner of the paratroop door) it will become necessary to pull the D-bags manually through the RAS. The primary loadmaster maintains control of the static line retriever pistol grip. The secondary loadmaster (if available) or safety observer/jumpmaster (if also onboard) routes D-bags through the RAS.

WARNING: (T-1) All personnel should remain clear of the paratroop door and line of travel of the static line retriever cable until the parachutist has been retrieved into the door.

- b. After D-bags have been brought into the aircraft, manually pull them far enough forward so as not to interfere with the remaining retrieval.
 - c. As the parachutist is pulled up to the paratroop door, swing parachutist into the aircraft by hand, close and lock paratroop door.
5. After retrieving the parachutist, reset flaps to 50 percent, raise the landing gear, and accomplish the completion of drop checklist.

Paratroop Retrieval Bar:

1. Install the parachutist retrieval bar in the paratroop door. One end of the bar is inserted in the retaining bracket on the aft portion of the door frame. The other end of the bar is then carefully raised and inserted on the forward portion on the door frame.
2. Fold in the jump platform.
3. Using the static line retriever, retrieve the static lines over the bar.

4. The loadmaster initiates retrieval using the static line retriever winch.

WARNING: (T-1) During retrieval attempts, take all possible action to ensure the parachutist does not slip back at any time. This does not preclude unwinding the static line retriever to reset the slip clutch, if necessary.

- a. Stop retrieval when the cotton sleeve at the apex of the D bags begins to pass over the paratroop retrieval bar.

5. As the parachutist is pulled up to the door, swing parachutist into the aircraft by hand.

- a. If the parachutist is not in the paratroop door, (e.g., positioned in the lower aft corner of the paratroop door) it will become necessary to pull the D-bags manually through the opening between the retrieval bar and the paratroop door. One loadmaster maintains control of the static line retriever pistol grip. Another loadmaster, safety observer or jumpmaster routes the D-bags through the opening.

WARNING: (T-1) All personnel should remain clear of the paratroop door and line of travel of the static line retriever cable until the parachutist has been retrieved into the door. Once D-bags have been brought into the aircraft, manually pull them far enough forward so as not to interfere with the remaining retrieval.

NOTE: When the parachutist is in the door area and is being controlled by the loadmaster/safety observer/jumpmaster, slightly unwind the static line retriever to relieve tension on the static line so the parachutist may be brought into the aircraft.

6. After retrieving the parachutist, accomplish the completion of drop checklist.

5,000 lb. Tie-down Strap:

1. The loadmaster folds the jump platform in.
2. Install a 5,000 lb. tie-down strap across the paratroop door by threading the hook end of the strap behind the one-inch tubular brace located at FS 737, across the door under all static lines, and behind the one-inch tubular brace at FS 700. Secure the hook end of the tie-down strap to a tie-down ring forward of FS 700 and ratchet end to any convenient tie-down ring aft of FS 737. Remove as much slack as possible.

WARNING: (T-1) Use extreme caution when routing 5,000 lb. strap over the oxygen regulators located at FS 740 left and right side.

3. Push the static lines to the top of the paratroop door and remove additional slack in the tie-down strap by using the ratchet.
4. Follow the procedures as indicated in the paratroop retrieval bar method starting with Step 3.

EMERGENCY PARACHUTIST RETRIEVAL
PROCEDURES [Cargo Ramp and Door]

Aircraft Not Modified with Quick-Retrieval Tiedown Rings:

1. Thread the hook end of a 5,000 lb. tie-down strap, front to rear, around the right vertical support member at FS 840 approximately 5 1/2 feet above the ramp in the ADS position.
2. Attach the hook end into the strap and draw taut.
3. Run the ratchet end of the strap across the ramp and thread it, front to rear, around the left vertical -support member at FS 840.
4. Remove all slack from the strap and attach the ratchet end to any convenient tie-down ring forward of FS 840. Ratchet the strap until taut.
5. Use the static line retriever to retrieve the static lines over the strap and as the parachutist is pulled up to the ramp, bring parachutist into the aircraft by hand under the strap.

WARNING: (T-1) The last 5 feet are the most crucial for the fouled parachutist. A wildly oscillating parachutist usually strikes the aircraft ramp head first. If the parachutist is oscillating violently, it may become necessary to stop the retrieval momentarily, allowing the parachutist to stabilize, then continue with the retrieval. Repeat these stops continually, if required.

NOTE: After the parachutist is pulled up to the ramp and is being controlled by the jumpmaster/safety observer/loadmaster, slightly unwind the static line retriever to relieve tension on the line so the parachutist may be brought into the aircraft.

6. After retrieving the parachutist, accomplish the completion of drop checklist.

CAUTION: (T-1) For aircraft equipped with ramp air deflectors, after the jumper has been successfully retrieved and secured, remove the 5000 pound strap prior to closing the aft cargo door and ramp. Failure to do so will cause the ramp air deflectors to contact the strap causing damage to the aircraft or the strap to break.

Aircraft Modified with Quick-Retrieval Tiedown Rings:

1. Attach hook end of the pre-positioned 5,000-pound tie-down strap facing forward to the tie-down ring on the side of the aircraft from which the parachutist is being towed. Attach the ratchet end of the tie-down strap to the opposite tie-down ring and ratchet until at least two turns of webbing are around the spindle and strap is taut.
2. Emergency retrieval tie-down strap will be pre-measured and excess taped prior to takeoff. S-fold the excess strap and tape near the ratchet end of the strap with pressure-sensitive tape. Pre-measure strap so with both ends connected to the tie-down rings and two wraps around the spindle, the excess strap remains securely taped. Pre-position strap so that it is accessible if needed prior to take-off.
3. Use the static-line retriever to retrieve the static lines over the strap and as the parachutist is pulled up to the ramp, bring the parachutist into the aircraft by hand underneath the strap.

WARNING: (T-1) The last five feet are the most crucial for the fouled parachutist. A wildly oscillating parachutist usually strikes the aircraft ramp head first. If the parachutist is oscillating violently, it may become necessary to stop the retrieval momentarily, allowing the parachutist to stabilize, then continue with the retrieval. Repeat these stops continually, if required.

NOTE: After the parachutist is pulled up to the ramp and is being controlled by the jumpmaster/safety observer/loadmaster, slightly unwind the static line retriever to relieve tension on the line so the parachutist may be brought into the aircraft.

MANUAL STATIC LINE RETRIEVAL

(Paratroop Door)

1. Secure the hook end of 5,000 pound tie down strap to a point forward enough in the cargo compartment to permit static lines to enter completely into the aircraft.
2. Insert the other end of the strap from the bottom up, making a "U" around the static lines.
3. Pull the strap forward to retrieve the static lines into the aircraft. Loadmasters may require assistance to pull the strap forward.

MANUAL STATIC LINE RETRIEVAL

(Ramp and Door)

If the static line retriever fails following a combination/tailgate drop, use the following procedures using the Prusik Knot:

1. Take a 30 inch piece of 1/2-inch tubular nylon cord that is tied in a loop. Loop the cord around the static line retriever winch cable as shown in the figure. Use a minimum of three wraps around the retriever cable to ensure locking of the 1/2- inch tubular nylon cord.
2. Pull to tighten the knot around the retriever winch cable to prevent slipping. Attach the hook end of a 5,000 lb. tiedown strap into the loop's end and pull in the static lines. The 1/2-inch tubular nylon cord will remain locked in place under tension.

3. More than one 1/2-inch tubular nylon cord may be attached to the winch cable using the Prusik Knot to facilitate static line retrieval. The Prusik Knot may be adjusted up or down the cable as required. The knot will not slip as long as it is wrapped tightly with a minimum of three turns (more wraps equal more friction), and tension is applied.
4. To prevent cutting the 1/2-inch tubular nylon cord with the hook on the 5,000 lb. tiedown strap, a carabineer may be attached to the 1/2-inch tubular nylon cord loop and the hook attached to the carabineer.

High Altitude Emergency Procedures

1. Abort the mission
2. Descend and Pressurize.
3. Ensure the affected person remains on 100 percent oxygen until a medical doctor determines the type of treatment required.
4. Proceed to a location where qualified medical assistance is available.
5. Advise the controlling agency of the emergency and request an ambulance and doctor meet the aircraft.
6. Advise attending physician to call USAF Hyperbaric Medicine Division; during duty hours call DSN 554-3483 or (210) 292-3483 and after duty hours call DSN 554-5990 or (210) 292-5990. For out of area medical assistance, call the Divers Alert Network (DAN) at 1-800-446-2671. MAJCOM/SG and Wing/Unit safety (SE) will be notified by the most expeditious manner of any physiological incident.

CONTAINER DELIVERY SYSTEM (CDS) CHECKLIST**TWENTY-MINUTE CHECKLIST***(CDS)*

NOTE: Items marked by an asterisk “*” are steps specific to JPADS (Guided/Improved) deployments.

1. **"CREW, TWENTY-MINUTE WARNING" (N)**
2. **"TWENTY-MINUTE WARNING ACKNOWLEDGED LM"**
(LM)
3. Jumpmaster [W] – Alerted (As required)
4. Helmet and Oxygen Mask – **"ON"** (As required)
(P)(CP)(N)(AMSS)(LM)(E)
5. Helmet [N] – On
- *6. GPS-RTS (if required) – **"ON"** (LM)
7. Alternate Forward Barrier – Checked (Not required for CRRC)
8. Bundle Marker Lights – Activated (As required)
9. Bundle Rigging – Checked
 - a. Static Line – Connected
 - b. Gate Tension – Checked
 - c. Forward Barrier – Checked (CRRC)
10. Static Line Retriever Cable and Knife – Checked (As required)
11. Static Line Retriever and Cable [N] – Safety tied and checked
(As required)
- *12. AGUs (If required) – **"ON"** (LM)
13. Anchor Cable Stops – Positioned and secured

14. Ramp ADS Support Arms – Checked
15. LPU's (RAMZ) – Checked/Inflated (As required)
16. Cargo Compartment Lights – As required
17. Twenty-Minute Checks – "**COMPLETE**" (LM)(E)

TEN-MINUTE CHECKLIST

(CDS)

1. "**CREW, TEN-MINUTE WARNING**" (N)
2. "**TEN-MINUTE WARNING ACKNOWLEDGED LM**" (LM)
3. Jumpmaster – Alerted (As required)
4. Red Lights/NVG Airdrop Caution Lights – On/Checked
5. High Altitude Checks (As required) [W][N] – "**COMPLETE**" (P)(CP)(N)(AMSS)(LM)(E)
 - a. Accomplish the following prior to calling this step complete:
 - (1) Mask – On and connected
 - (2) Regulator – On/100 Percent
 - (3) Mask and Hose Connection – Checked
 - (4) Regulator Flow Indicator - Checked
 - (5) Buddy Checks – Complete
6. High Altitude CDS Safety Pins [N] – Removed (As Required)
7. Restraint [N] – Removed
- *8. All AGU Control Panels (If required) [N] – Checked
 - a. *FIREFLY/MICROFLY*: “Ready to Fly” on LCD denotes GPS Lock
- *9. AGU Status (If required) – “**READY** ” (or condition) (LM)

10. Emergency Restraint Straps – Positioned
11. All Personnel – Forward of Load
12. Restraint Harness/Parachute [N] – On/Adjusted/Attached
13. Restraint Shuttle (some airplanes) – Positioned/Connected
14. Ten Minute Checks – "**COMPLETE**" (LM)(E)

SIX-MINUTE ADVISORY

(CDS)

Required for personnel and combination drops only.

1. "**CREW, SIX-MINUTE ADVISORY**" (N)
2. "**SIX-MINUTE ADVISORY ACKNOWLEDGED LM**" (LM)
3. Jumpmaster – Alerted
4. Appropriate Seats [C] – Raised

SLOWDOWN CHECKLIST [W]

(CDS)

1. Ramp and Door [W][C][N] –
 - a. "**CLEAR TO OPEN**" (LM)(P)
 - b. "**OPEN AND LOCKED**" (LM)
 - c. "**INDICATES OPEN**" (E)
2. Aft Anchor Cable Support(s) [W][C][N] – Lowered(As required)
3. Restraint Shuttles [W] – Positioned (Some airplanes)

4. Slowdown Checklist [W] – **"COMPLETE"** (LM)(E)

TWO-MINUTE WARNING

(CDS)

NOTE: Required for High Altitude Personnel Airdrops only.

1. **"CREW, TWO-MINUTE WARNING"** (N)
2. **"TWO-MINUTE WARNING ACKNOWLEDGED LM"**
(LM)
3. Jumpmaster [N] – Alerted and Jumpers Positioned (As Required)
4. Two-Minute Checks – **"COMPLETE"** (LM)

ONE-MINUTE WARNING

(CDS)

1. **"CREW, ONE-MINUTE WARNING"** (N)
2. **" ONE-MINUTE WARNING ACKNOWLEDGED LM"**
(LM)
3. Jumpmaster – Alerted (As required)
4. Static Line Retriever Cable Compression Spring [N] – Seated
(As required)
- *5. **"GPS FOM, STATE READING"** [N] (N)
6. One-Minute Checks – **"COMPLETE"** (LM)

RELEASE POINT CHECKLIST [N]
(CDS)

1. **"GREEN LIGHT"** (N)
2. **"ON"** (P/CP)
3. Static Line Retriever Rewind Switch [W][N] – Activated
4. **"GATE RELEASED"** (or state condition) (LM)
5. Alternate Forward Barrier [W] – Removed (As Required)
6. **"LOAD CLEAR"** (or condition) (LM)
7. **"RED LIGHT"** (N)
8. **"ON"** (P/CP)
9. Jumpmaster/Safety – Notified (As required)

COMPLETION OF DROP CHECKLIST [N]
(CDS)

1. Static Line(s) [C][N] – Retrieved/Cut
2. Anchor Cable Support(s) – Raised (As required)
3. Restraint Shuttle (Some airplanes) [W] – Positioned
4. Ramp and Door [W][C][N] – **"CLOSED AND LOCKED"**
(LM)
5. Drop Checks - **"COMPLETE"** [N] (LM)(E)

CDS MALFUNCTION CHECKLIST

1. Pilot Notified [W] – **"MALFUNCTION"** (Provide a brief description) (LM)
2. Parachutists – Notified (As required) to remain forward and clear
of the load.
3. Aft Anchor Cable Supports – Raised (As Required).
4. **"CLEAR TO CLOSE RAMP AND DOOR"** [W][C][N] (LM)
5. Bundle(s) – Secured
6. Pilot Notified – **"MALFUNCTION CHECKS COMPLETE"**
(LM)
7. Accomplish the COMPLETION OF DROP Checklist

DROPSONDE CHECKLIST [C]**TWENTY-MINUTE CHECKLIST** (*Dropsonde*)

1. **"CREW, TWENTY-MINUTE WARNING"** (N)
2. **"TWENTY-MINUTE WARNING ACKNOWLEDGED LM"** (LM)
3. Jumpmaster [W] – Alerted (As required)
4. Helmet and Oxygen Mask– **"ON"** (As required)
(P)(CP)(N)(AMSS)(LM)(E)
5. Helmet [N] – On
6. UHF-DRS [N] – **"ON"** (LM)
7. GPS-RTS – **"ON"** (LM)
8. Anchor Cable Stops – Positioned and secured
9. Cargo Compartment Lights – As required
10. Twenty-Minute Checks – **"COMPLETE"** (LM)(E)

TEN-MINUTE CHECKLIST (*Dropsonde*)

1. **"CREW, TEN-MINUTE WARNING"** (N)
2. **"TEN-MINUTE WARNING ACKNOWLEDGED LM"**
(LM)
3. Jumpmaster – Alerted (As required)
4. Red Lights/NVG Airdrop Caution Lights – On/Checked
5. Airborne Guidance Units (AGU) (JPADS only) – **"ON"** (LM)
 - a. FIREFLY/MICROFLY – On/Checked

6. High Altitude Checks (As required) [W][N] - "**COMPLETE**"
(P)(CP)(N)(AMSS)(LM)(E)
 - a. Accomplish the following prior to calling this step complete:
 - (1) Mask – On and connected
 - (2) Regulator – On/100 Percent
 - (3) Mask and Hose Connection – Checked
 - (4) Regulator Flow Indicator - Checked
 - (5) Buddy Checks – Complete
7. Dropsondes [C][N] – "**ON**"
 - a. On/Off Tool(s) inserted (LM)
8. Dropsonde Status [N] –
 - A. "**SERIAL # _____, FREQUENCY _____**" (LM)
 - B. "**VERIFIED**" (N/PO)
9. All Personnel – Forward of Load
10. Restraint Harness/Parachute – On/Adjusted/Attached
11. Restraint Shuttle (some airplanes) – Positioned/Connected
12. Dropsonde GPS Locked – Checked
13. Ten Minute Checks – "**COMPLETE**" (LM)(E)

SLOWDOWN CHECKLIST [W] *(Dropsonde)*

1. Cargo Door [C][N] –
 - a. **"CLEAR TO OPEN"** (P)
 - b. **"OPEN AND LOCKED"** (LM)
2. Restraint Shuttles – Positioned (Some airplanes)
3. Slowdown Checklist [N] – **"COMPLETE"** (LM)(E)

ONE-MINUTE WARNING *(Dropsonde)*

1. **"CREW, ONE-MINUTE WARNING"** (N)
2. **" ONE-MINUTE WARNING ACKNOWLEDGED LM"**
(LM)
3. Dropsonde Shunt(s) – Pulled
4. On/Off Tools – Removed
5. Parachute-securing Velcro Straps – Removed
6. One-Minute Checks – **"COMPLETE"** (LM)

RELEASE POINT CHECKLIST [N] *(Dropsonde)*

1. **"GREEN LIGHT"** (N)
2. **"ON"** [N] (P/CP)
3. **"LOAD CLEAR"** (or condition) (LM)
4. **"RED LIGHT"** (N)
5. **"ON"** (P/CP)

COMPLETION OF DROP CHECKLIST [N] (*Dropsonde*)

1. Restraint Shuttle (some airplanes) – Positioned
2. **"CARGO DOOR CLOSED AND LOCKED"** [C][N] (LM)
- *3. Secondary Dropsondes – OFF (As required)
4. Drop Checks – **"COMPLETE"** [N] (LM)(E)

AIRDROP CLEANUP CHECKLIST

NOTE: Items marked by an asterisk "*" are steps specific to JPADS (Guided/Improved) deployments.

1. Multiple Rigging [N] – Complete (As required)
2. Alternate Forward Barrier – Removed (As required)
3. Static Line Retriever Cable – Rewind/Repositioned (as required)
4. Loose Equipment – Secure
- *5. UHF-DRS and GPS-RTS – Off (As Required)
- *6. AGUs [N] – Off (As required)
7. Oxygen Regulators and Consoles – Set (As required)
8. Cargo Compartment – Secure

SEARCH AND RESCUE CHECKLIST**PRE-SEARCH / PRE-DEPLOYMENT CHECKLIST**

1. **"PRE-SEARCH/PRE-DEPLOYMENT CHECKLIST"** (P)
2. **"PRE-SEARCH/PRE-DEPLOYMENT CHECKLIST ACKNOWLEDGED LM"** (LM)
3. Helmet (and Oxygen mask) [N] – **"ON"** (As required)
(P)(CP)(N)(AMSS)(LM)(E)
4. Helmet [N] – On
5. Cabin – Prepared
 - a. Galley Floor – Up
 - b. Emergency Equipment – As required
 - c. Loose Equipment – Stowed/Secured
 - d. LPUs – On (As required)
 - e. MA-1 Kits – Positioned/Secured
6. Aft Anchor Cable Supports – Lowered (Paratroop door exit only)
7. Anchor Cables – Attached to Center Anchor Cable Supports
(Paratroop door exit only)
8. Anchor Cables Stops – Positioned and secured
9. Static Line Retriever Cable – Safety Tied and Checked
(As required)
10. Retrieval Sling Assembly – Attached and Safety Tied
(As required)
11. Retrieval Assist Strap (Roller Assembly) – Positioned and

Secured (As required)

12. Ramp ADS Support Arms – Checked (As required)
13. Bundle/RAMZ Marker Lights/LPUs [N] – Activated
(As required)
14. Lights [N] – **“SET”** (P)(CP)(N)(AMSS)(LM)(E)
15. NVGs – **“ON/READY”** (As required)(State condition)
16. Flare Launcher – Loaded (As Required)

(P)(CP)(N)(AMSS)(LM)(E)

17. Flare Launcher Control Panel (some airplanes) –
“ARMED/SAFE” (As required)(E/CP)(Scanner)
18. Restraint Harness/Parachute [W] – On/Adjusted/Attached
19. Restraint Shuttle (Some Airplanes) [W] – Positioned
20. Appropriate Seats [C] – Raised (As required)
21. High Altitude Checks (As required) [W][N] –
“COMPLETE”

(P)(CP)(N)(AMSS)(LM)(E)

a. Accomplish the following prior to calling this step complete:

- (1) Mask – On and connected
 - (2) Regulator – On/100 Percent
 - (3) Mask and Hose Connection – Checked
 - (4) Regulator Flow Indicator - Checked
 - (5) Buddy Checks – Complete
22. Red Lights – On/Checked (Personnel Deployment Only)
 23. Bundle Restraint [C][N] – Removed
 24. Air Deflectors (As Required) [N] – **“OPEN”** (P/CP)

25. "PARATROOP DOOR(S), OPEN AND LOCKED" [W][N]
(As Required) (LM)
26. Ramp and Door (As Required) [W][C][N] –
 - a. "CLEAR TO OPEN" (LM)(P)
 - b. "OPENED AND LOCKED" (LM)
 - c. "INDICATES OPEN" (E)
27. Anchor Cable Support(s) [W] – Lowered (As required)
28. Door Control [W][N] – Assumed by Jumpmaster/Safety
29. Pre-Search/Deployment Checks [W] – "COMPLETE"
(LM)(E)

EQUIPMENT DEPLOYMENT CHECKLIST [N]

(MA-1 KIT, Parabundle, and Freefall)

1. "30 SECONDS TO TARGET" (P)
2. "10 SECONDS TO TARGET" (P)
3. "TARGET IN SIGHT" (Parabundle Only) (LM)
4. Corrections (Parabundle Only; 10 left/10 right etc.)
5. "LOAD CLEAR" (LM)

PERSONNEL DEPLOYMENT CHECKLIST*(JMD/PJMD/RAMZ/ATV)*

1. **“PERSONNEL DEPLOYMENT CHECKLIST”** (P)
2. **“PERSONNEL DEPLOYMENT CHECKLIST
ACKNOWLEDGED LM”** (LM)
3. **"CREW, ONE-MINUTE WARNING"** [N] (P/CP)
4. Load Release Gate – Checked
5. Aft Restraint [W] – Removed (As required)
6. **"SAFETY CHECKS COMPLETE"** [W] (LM/JM)
7. **"CLEAR TO JUMP"** [W][N] (P)
8. Green Light – **"ON"** (P)
9. **“GATE RELEASED”** [W][C][N] (or state condition)
(As required) (LM)
10. **"LOAD CLEAR"** (or state condition) (LM)
11. **"RED LIGHT"** [N] (N)
12. **“ON”** (P/CP)
13. Jumpmaster/Safety [N] – Notify (If required)

POST-SEARCH / POST-DEPLOYMENT CHECKLIST [N]

1. **"POST-SEARCH/POST-DEPLOYMENT CHECKLIST"**
(P)
 2. **"POST-SEARCH/POST-DEPLOYMENT CHECLIST
ACKNOWLEDGED LM"** (LM)
 3. Static Lines [W][C] – Retrieved/Cut
 4. Jump Platform(s) – Folded In (If required)
 5. Anchor Cable Supports [C] – Raised (If required)
 6. Restraint Shuttles (Some airplanes) [W] – Positioned
 7. Ramp and Door/Paratroop Door(s) (As Required) [W][C][N] –
"CLOSED AND LOCKED" (LM)
- NOTES:* If both the cargo ramp and door and a paratroop door were open for loadmaster-directed rescue equipment airdrops, close the cargo ramp and door first, then the paratroop door.
8. Flare Launcher Control Panel [N] – Set (As required)
 9. Cabin – Secured
 - a. Loose Equipment – Stowed/Secured
 - b. Emergency Equipment – Stowed/Secured
 - c. Static Line Retriever Cable – Rewind/Repositioned (As required)
 - d. Oxygen – Set (Regulators and consoles set as required)
 - e. Galley Floor – Up
 10. NVGs – **"ON/OFF/READY"** (if required)(state condition)
(P)(CP)(N)(AMSS)(LM)(E)

11. Post-Search/Deployment Checks – **"COMPLETE"** (LM)(E)
 - a. The flight engineer will read this step as "Post-Search Checklist" or "Post-Deployment Checklist" as appropriate for the maneuver being flown.

ENGINE RUNNING ONLOAD/OFFLOAD (ERO)
CHECKLIST

***NOTE:** Complete the AFTER LANDING Checklist prior to running the ERO checklist*

1. Crew Briefing – **"COMPLETE"** (P)
 - a. ERO location and door
 - b. Onload/Offload
 - c. Taxi Procedures
2. Parking Brake – **"SET"** (P)
3. Low Speed Ground Idle – As required (E)
4. Flaps and Air Deflector Doors – As required (E)
5. Aircraft Lighting (Cargo, Wingtip & Landing Lights) – As Required (LM)(E)
6. Passenger Briefing (Deplane only) – **"COMPLETE"** (LM)
7. Safety Observer (As required) [W][N] – In position
8. Interphone, PA System Switch (As required) [C][N] – **"CHECKED"**
(P)(CP)(N)(AMSS)(LM)(E)
9. Doors (ramp and door or crew entrance door) – **"CLEARED TO OPEN"** (P)

10. Onload/Offload – **“CLEARED TO ONLOAD/OFFLOAD”**(P)

NOTE: (T-3) When enplaning/deplaning crew members for an engine running crew change (ERCC) the checklist may be stopped at Step 10. When the new crew members have assumed their positions, they will resume the checklist at Step 10.

11. Documentation – Updated and complete (P)(LM)

- a. Passenger and Cargo Manifests
- b. Crew lists
- c. Weight and Balance

12. Doors – **“CLOSED AND LOCKED”** (LM)

13. Cargo Compartment – **“SECURE, CLEAR TO TAXI”** (LM)

14. Interphone/PA System Switch (If required) –
“INTERPHONE” (P)

15. HOT MIC – As required (P)(CP)(N)(AMSS)(LM)(E)

16. Passenger Briefing (Enplane only) – **“COMPLETE”** (LM)

17. ERO Checks – **“COMPLETE”** (LM)(E)

NOTE: Resume with BEFORE TAKEOFF Checklist if flight will continue. If the mission will terminate, re-accomplish the AFTER LANDING Checklist

HOT REFUELING (RECEIVER) CHECKLIST

1. **"CREW, HOT REFUELING (RECEIVER) CHECKLIST"** (P)
2. **"HOT REFUELING (RECEIEVR) CHECKLIST ACKNOWLEDGED LM"** (LM)
3. Radios and Navigational Equipment [W] – **"SET"**
(P)(CP)(N)(AMSS)(LM)(E)
4. Defensive System Safety Pins [W] – **"INSTALLED"** (LM)
5. Exits – Open On Pilot's Command (LM)
6. **"CLEARED TO OFFLOAD"** [N] (P)
7. Hot Brake /Hung Flare Check –
"COMPLETE/COMPLETE, CLEAR TO TAXI" (LM)

WARNING: If the brakes are hot, delay refueling operations until the brakes have cooled.

NOTE: If Hot Brake /Hung Flare Check is conducted outside refueling zone, call will be "COMPLETE, CLEAR TO TAXI".

8. Fire Extinguisher [N] – Positioned (PO)
9. Refueling Equipment [C] – Positioned (PO)
10. Bonding Wire – Attached (PO)

WARNING: (T-2) Bonding will be accomplished by inserting the bonding plug into the aircraft's external receptacle prior to any other action.

11. Single Point Refueling Panel – Open (PO)

12. Refueling Nozzle [W][N] – Connected and Checked (PO)
 - a. Refueling nozzle – Connected
 - b. Nozzle flow valve – Opened
 - c. Refueling nozzle – Locked and checked for security
(prior to pressurizing hoses)
13. SPR Panel – “**SET**” (PO)
 - a. Master switch – Refuel/ground transfer
 - b. Tank selector switches – Open (for required tanks) [non-UARRSI aircraft only]

NOTE: PO will coordinate with FE for tank selection and fuel distribution.

- c. Offload valve – Open

NOTE: PO will inspect for leaks and fuel flow.

14. Fuel Tank Fill Valves Check (As required)[Non-UARRSI]

[W][C]

- a. Master Switch –
 - (1) “**PRE-CHECK PRIMARY**” (E)
 - (2) “**SET**” (PO)
 - (3) Checked (Flow should stop) (E)
- b. Master switch –
 - (1) “**REFUEL/GROUND TRANSFER**” (E)
 - (2) “**SET**” (PO)
 - (3) Checked (Flow should start) (E)

c. Master Switch –

- (1) “**PRE-CHECK SECONDARY**” (E)
- (2) “**SET**” (PO)
- (3) Checked (Flow should stop) (E)

d. Master switch –

- (1) “**REFUEL/GROUND TRANSFER**” (E)
- (2) “**SET**” (PO)
- (3) Checked (Flow should start) (E)

15. “**FUEL ONLOAD COMPLETE**” (E)

16. SPR Panel – Set (PO)

- a. Tank selector switches – Closed [non-UARRSI aircraft only]
- b. Offload valve – Closed

WARNING: (T-2) Do not stop refueling by closing the nozzle flow valve. Use the offload valve to start and stop fuel flow.

17. Refueling Master Switch – Drain / Off (PO)

- a. On UARRSI modified aircraft the PO will place the Refueling master switch to the Off position.
- b. On Non-UARRSI aircraft the PO will place the Refueling Master switch to the Drain position. The Refueling Master switch will remain in the Drain position for a minimum of 5 minutes prior to competing Step 21.

18. Nozzle flow valve – Closed (PO)

19. Refueling nozzle – Disconnected (PO)

- a. Dust caps – Installed

20. Bonding Wire – Removed (PO)
21. Refueling Master Switch – Off (PO)

NOTE: [Non-UARRSI aircraft only], prior to placing the master switch to Off, leave the master switch in Drain for approximately 5 minutes.

22. **“SPR PANEL DOOR CLOSED AND SECURED”** (PO)
23. Fire Extinguisher – Repositioned (PO)
24. **“CLEAR TO TAXI”** (LM)
25. Radios and Navigational Equipment – **“SET”**
(P)(CP)(N)(AMSS)(LM)(E)
26. Defensive System Safety Pins – **“REMOVED/INSTALLED”**
(LM)
27. Hot Refueling (Receiver) Checks – **“COMPLETE”** (LM)(E)

HOT REFUELING (TANKER) CHECKLIST

NOTE: This checklist will be used for other than FARP tanker operations.

1. "CREW, HOT REFUELING (TANKER) CHECKLIST" (P)
2. "HOT REFUELING (TANKER) CHECKLIST ACKNOWLEDGED LM" (LM)
3. Radios and Navigational Equipment [W] – "SET"
(P)(CP)(N)(AMSS)(LM)(E)
4. Defensive System Safety Pins [W] – "INSTALLED" (LM)
5. Exits – Open On Pilot's Command (LM)
6. "CLEARED TO OFFLOAD" [N] (P)
7. Hot Brake /Hung Flare Check –
"COMPLETE/COMPLETE CLEAR TO TAXI" (LM)

WARNING: (T-2) If the brakes are hot, delay refueling operations until the brakes have cooled.

NOTE: If Hot Brake /Hung Flare Check is conducted outside refueling zone, call will be "COMPLETE CLEAR TO TAXI".

8. Fire Extinguisher [N] – Positioned (PO)
9. Refueling Equipment [C] – Positioned (PO)
10. Bonding Wire – Attached (PO)

WARNING: (T-2) Bonding will be accomplished by inserting the bonding plug into the aircraft's external receptacle prior to any other action.

11. Single Point Refueling Panel – Open (PO)
12. Refueling Nozzle [W] – Connected and Checked (PO)
 - a. Refueling nozzle – Connected

- b. Nozzle flow valve – Opened
- c. Refueling nozzle - Locked and checked for security (prior to pressurizing hoses)

13. Receiver [N] – Ready (PO)

14. Master Switch – Defuel (PO)

15. Offload Valve – Open (PO)

NOTE: LM will inspect for leaks and fuel flow.

16. **"FUEL OFFLOAD COMPLETE"** (PO/E)

17. Offload Valve – Closed (PO)

WARNING: (T-2) Do not stop refueling by closing the nozzle flow valve.

Use the offload valve to start and stop fuel flow.

18. Refueling Master switch – Drain / Off (PO)

NOTE: [Non-UARRSI aircraft only] At this time, notify the engineer to turn the dump pumps off

- a. On UARRSI modified aircraft the PO will place the Refueling master switch to the Off position.
 - b. On Non-UARRSI aircraft the PO will place the Refueling Master switch to the Drain position. The Refueling Master switch will remain in the Drain position for a minimum of 5 minutes prior to competing Step 22.
19. Nozzle flow valve – Closed (PO)
20. Refueling nozzle – Disconnected (PO)
21. Bonding Wire – Removed (PO)
22. Refueling Master Switch – Off (PO)

NOTE: [Non-UARRSI aircraft only], prior to placing the master switch to Off, leave the master switch in Drain for approximately 5 minutes.

23. **“SPR PANEL DOOR CLOSED AND SECURED”** (PO)
24. Fire Extinguisher – Repositioned (PO)
25. **“CLEAR TO TAXI”** (LM)
26. Radios and Navigational Equipment – **“SET”**
(P)(CP)(N)(AMSS)(LM)(E)
27. Defensive System Safety Pins – **“REMOVED/INSTALLED”**
(LM)
28. Hot Refueling (Tanker) Checks – **“COMPLETE”** (LM)(E)

FARP CHECKLIST [N]

1. **“CREW, FARP CHECKLIST”** (P)
2. **"FARP CHECKLIST ACKNOWLEDGED LM"** (LM)
3. Radios and Navigational Equipment [W] – **"SET"**
(P)(CP)(N)(AMSS)(LM)(E)
4. Defensive System Safety Pins – **"INSTALLED"** (LM)
5. Exits - Open On Pilot's Command (HRS/PO)
6. **“CLEARED TO OFFLOAD”** [N] (P)
7. Hot Brake/Hung Flare Check –
"COMPLETE/COMPLETE, CLEAR TO TAXI" (HRS)

WARNING: (T-2) If the brakes are hot, delay refueling operations until the brakes have cooled.

NOTE: If Hot Brake/Hung Flare Check is conducted outside refueling zone, call will be “Complete, Clear to Taxi”.

8. Equipment Offload – Complete (HRS)
9. Bonding Wire – Attached (PO)

WARNING: Bonding will be accomplished by inserting the bonding plug into the aircraft's external receptacle prior to any other action.

10. Single Point Refueling Panel – Open (PO)
11. Refueling Nozzle [W][N] – Connected and Checked (PO)
 - a. Refueling nozzle – Connected
 - b. Nozzle flow valve – Opened

- c. Refueling nozzle – Locked and checked for security
(prior to pressurizing hoses)
 - d. Valves – Open/Checked
 - e. 50 GPM Pump Control Valves – Positioned refuel
12. Fire Extinguisher/Water Container [N] – Positioned (PO)
 13. Refueling Hoses – Deployed (HDP)
 14. Line Check [N] – Complete (HRS) (PO) (HDP)
 15. Refueling Equipment [N] – Positioned (HRS/HDP)
 16. Aircraft Ramp [W] [N] – Raised (HRS)(PO)
 17. Refueling Master Switch – Defuel (PO)
 18. Offload Valve [N] – Open (PO)
 - a. Pressure – Checked
 19. Leak Check [N] – Complete (HRS)(PO)(HDP)
 20. Receiver [W][N] – Ready (HDP)
 - a. Bonding Wire – Connected

WARNING: (T-2) Insert the bonding plug into the aircraft's external receptacle prior to any other action

- b. Refueling nozzle – Connected
 - c. Fire guard – In place
21. **“FUEL OFFLOAD COMPLETE”** (HRS)
 22. Offload Valve – Closed (PO)

WARNING: (T-2) Do not stop refueling by closing the nozzle flow valve. Use the offload valve to start and stop fuel flow.

23. Refueling Master Switch – Drain / Off (PO)

NOTE: [Non-UARRSI aircraft only] At this time, notify the engineer to turn the dump pumps Off.

- a. On UARRSI modified aircraft the PO will place the Refueling master switch to Off.
- b. On Non-UARRSI aircraft the PO will place the Refueling Master switch to Drain and open the tank refill valves.

NOTE: Opening the tank refill valves facilitates evacuation of the refuel hoses more rapidly.

24. External Drain Pump Control Valves [N] – Positioned defuel (PO)
25. External Drain Pump – On (PO)
26. Leak check – Complete (PO)[N]
27. Refueling Hoses [N] – Drained (HDP/HRS)
 - a. Upon completion of a section of hose, close one of the UNISEX couplers (HDP).
28. Hoses – Rolled/Stowed (HDP/HRS)
29. Nozzles, Fire Extinguishers, Water Bottles – Stowed (HRS/HDP)
30. External Drain Pump – Off (PO)
31. Ten Foot Hose Section – Disconnected/Drained (PO)
32. Nozzle Flow Valve – Closed (PO)
33. Refueling Nozzle – Disconnected (PO)
 - a. Dust caps – Installed
34. Bonding Wire – Removed (PO)

35. Refueling Master Switch – Off (PO)

NOTE: [For non-UARRSI aircraft] Prior to placing the master switch to OFF, leave the master switch in DRAIN for approximately 5 minutes after the refueling hoses have been drained..

36. **“SPR PANEL DOOR CLOSED AND SECURED”** (PO)

37. Aircraft Ramp – Positioned for Onload (HRS)

38. Equipment and Personnel – Loaded and Secured (LM)

a. Raise ramp for taxi

39. **"CLEARED TO TAXI"** (LM)

40. Radios and Navigational Equipment – **"SET"**
(P)(CP)(N)(AMSS)(LM)(E)

41. Defensive System Safety Pins **"REMOVED/INSTALLED"**
(LM)

42. FARP Checks – **"COMPLETE"** (PO)(HRS)(E)

FARP / HOT REFUELING EMERGENCY PROCEDURES**AIRCRAFT EGRESS**

Use this checklist when a catastrophic emergency precludes moving the aircraft and ground egress is the only option.

1. Crew Notified [N] – "**EGRESS, EGRESS, EGRESS**"
(Any crew member)
2. Refueling Operation – Shut Down (HRS/PO/HDP)
3. Refueling Nozzle/Bonding Wire – Removed (HRS/PO/HDP)

AIRCRAFT FIRE/SPARKS/AIRCRAFT TAXI

1. Refueling Operation – Shut Down (HRS/PO/HDP)
2. Refueling Nozzle/Bonding Wire – Removed (HRS/PO/HDP)
3. 50 GPM Pump – Unplugged (If time permits)
4. Notify Pilot – "**TAXI, TAXI, TAXI**" (HRS/PO)
5. Aircraft [N] – Taxied (P)
6. Controlling Agency / Fire Department – Notified (CP)
7. Fire/Sparks [N] – Extinguish fire or determine cause of sparks
(HRS/PO/HDP)

FUEL LEAK/SPILL

1. Refueling Operation – Shut Down (HRS/PO/HDP)
2. Controlling Agency / Fire Department – Notified (CP)
3. Pilot – Notified (HRS/PO)
4. Leak Cause [N] – Determined (HRS/PO/HDP)
5. Nozzle/Hose – Replaced (HRS/PO/HDP)
6. Fuel Spill [N] – Cleaned (HRS/PO/HDP)

FUEL SPILL ON PERSONNEL

1. Refueling Operation – Shut Down (HRS/PO/HDP)
2. Pilot - Notified (HRS/PO)
3. Contaminated Clothing – Removed (HRS/PO/HDP)
4. Contaminated Area [N] – Flushed (HRS/PO/HDP)
5. Controlling Agency / Fire Department – Notified (CP)

REAR VISION DEVICE (RVD)
INSTALLATION / REMOVAL CHECKLIST

Steps in parentheses () are for device removal

WARNING: (T-1) Cabin differential pressure will be 0 in. Hg for operations with RVD installed. Pressurizing aircraft may cause structural failure of RVD.

1. **“REAR VISION DEVICE INSTALLATION/REMOVAL CHECKLIST”** [W][N] (P)
2. Crew Briefing – **“COMPLETE”** (P)
 - a. Altitude, Airspeed, and Aircraft Configuration
 - b. Emergency Procedures
 - c. Primary Bubble Operator/Loadmaster and Assistant
3. Aircraft Pressurization [N] – Depressurizing/As Required (E)
4. Protective Equipment [N] – **“ON”** (LM)
5. Flaps – **“SET, STATE SETTING”** (P/CP)
6. Airspeed [C] – **“CHECKED”** (P)(CP)(E)
 - a. Slow Aircraft to Maintain 140-170 KIAS
7. Pressurization [W] – **“DEPRESSURIZED”** (If Required) (E)
8. Remove Hatch / (Remove RVD) [N] (LM)
9. Install RVD / (Install Hatch) [N] (LM)
10. RVD – **“INSTALLED / REMOVED”** (LM)
11. RVD Checks – **“COMPLETE”** (LM)(E)