

**BY ORDER OF THE COMMANDER
AIR MOBILITY COMMAND**

**AMCI24-101V7CL-2
1 AUGUST 2013**



Transportation

**C-5 AERIAL PORT EXPEDITOR (APEX)
LOAD DIRECTOR CHECKLIST**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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

RELEASABILITY: There are no releasability restrictions on this publication.

OPR: HQ AMC/A4TC

**Certified by: HQ AMC/A4T
(Col William Z. Zeck)**

Supersedes: AMCI24-101V7CL-2, 1 December 2008

This checklist complements AMCI 24-101V7, *AMC Aerial Port Expeditor*, and is formatted so that it may be trimmed down to fit aircrew style checklist binders. It is a total revision of the previous checklist to match mission requirements of the AMC APEX program. Ensure that all records created as a result of processes prescribed in this publication are maintained 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).

Squadron: _____

Section: _____

Name/Number: _____

**C-5 AERIAL PORT EXPEDITOR (APEX)
LOAD DIRECTOR CHECKLIST**

TABLE OF CONTENTS

	<u>PAGE</u>
1. GENERAL INFORMATION	3
2. LOAD PLANNING CHECKLIST	4
3. GENERAL INSTRUCTIONS: 3.1 CARGO LOADING PREPARATION	5
4. AIRCRAFT PREFLIGHT: EXTERIOR	10
5. AIRCRAFT PREFLIGHT: INTERIOR	11
6. PALLETIZED CARGO LOADING CHECKLIST	14
7. VEHICLE LOADING CHECKLIST	17
8. CARGO OFF LOADING CHECKLIST	21
9. C-5A CARGO WINCH OPERATING PROCEDURES	24
10. C-5B CARGO WINCH OPERATING PROCEDURES	32
11. ELECTRIC WINCH ON C5B and C5	41
12. AFTER LOADING CHECKLIST	46
13. EMERGENCY PROCEDURES	47

1. GENERAL INFORMATION

1.1. Items in this checklist are excerpts from the relevant portions of the basic aircraft flight manuals/ loading instructions (T.O. 1C-5A-1 and T.O. 1C-5A-9, T.O. 1C-5M-1 and T.O. 1C-5M-9) are for use by APEX load directors. If conflict arises between this checklist and the T.O. checklists, the T.O. checklists will always take precedence.

1.2. Warnings, Cautions, and Notes. The following definitions apply to WARNINGS, CAUTIONS, and NOTES found in this checklist.

WARNING

1.2.1. Operating procedures, techniques, etc., which could result in personal injury and/or loss of life if not carefully followed.

CAUTION

1.2.2. Operating procedures, techniques, etc., which could result in damage to equipment if not carefully followed.

NOTE

1.2.3. An operating procedure, technique, etc., which is considered essential to emphasize.

2. LOAD PLANNING CHECKLIST

- | | |
|---|--|
| 1. Load Plan | CHECKED |
| 2. Operating Weight and Moment Match
Current Configuration | CHECKED /
CALCULATE |
| 3. Allowable Cabin Load | CHECKED |
| 4. Zero Fuel CG
Ensure all weights, moments, and
CG are accurate | CHECKED |
| 5. Load Sequence
Load sequence will be based on airplane
limitations and offload sequence | CHECKED |
| 6. Onload/Thru-load Hazardous
Materials/Special Handling | CHECKED |
| 7. Size, Weight, Location | CHECKED |
| 8. Shipper's Declaration of
Dangerous Goods | CHECKED
(ONE COPY
PER HAZARD) |
| 9. Onload/Thru-Load Hazardous
Compatibility/Separation
AFMAN 24-204 ATTACHMENT 18 | CHECKED |
| 10. Passenger Deviations | CHECKED
(AS REQUIRED) |
| 11. Refrigerated Material | CHECKED |
| 12. Cargo Size Limitations/ATTLA Certs | CHECKED |
| 13. Cargo Floor Loading Limitations | CHECKED |
| 14. Lateral Loading Limitations | CHECKED |
| 15. Venting Requirements | CHECKED |

3. GENERAL INSTRUCTIONS: CARGO LOADING PREPARATION

3.1 PALLETIZED CARGO

CAUTION

Any vehicle/item that exceeds the limitation/procedures of this manual shall have the specific approval of WR-ALC/LATET or a letter of air transportability certification from ASC/ENFC or shall not be airlifted. Failure to comply could result in structural damage to the aircraft

NOTE

It is not acceptable to take a pallet that has been rejected for airlift (missing rings, delaminated, etc.) and place it on top of another pallet to airlift it. If the pallet has been rejected for airlift, it shall not be used in any way to support cargo.

- 1. Condition of Pallet and Nets **CHECKED**
- 2. Security of Nets **CHECKED**
- 3. Low Profile Cargo **CHECKED**
 - A. Cargo weight does not exceed 2,500 lbs.
 - B. Cargo height not exceeding 45 inches from top of pallet
 - C. All hooks are serviceable and attached to pallet rings
- 4. Dimensions **CHECKED**

NOTE

The height of cargo weighing 10,000 pounds on a single pallet secured with nets is limited to 96 inches and 100 inches for cargo weighing 8,000 pounds.

- 5. Ramp Pallets **CHECKED**

NOTE

Pallets to be loaded in positions 1, 2, 35, and 36 shall have a 14-inch aisle on the outboard edge and not exceed 7,500 lb gross weight each. Additionally, pallets loaded in positions 35 and 36 shall be limited to a maximum height of 70 inches at the aft edge of the pallet.

- | | |
|---------------------------------------|------------------|
| 6. Small Wheeled and Skidded Cargo | CHECKED |
| 7. Pallet Identifier | CHECKED |
| 8. Pallet Train and Un-netted Pallets | INSPECTED |

NOTE

To ensure vertical clearance when near the cargo compartment sidewall, position palletized cargo with an outboard height of 114 inches or greater or with lateral overhang, out of the logistics restraint rail system. Do not exceed 108 inches above the surface of the pallet when loaded through the aft doors or 156 inches when loaded through the forward doors.

- | | |
|---|----------------|
| 9. Pallet Train Dimensions | CHECKED |
| 10. Pallet Rings and Couplers | CHECKED |
| 11. Center of Balance | CHECKED |
| 12. Roller Load Limitations | CHECKED |
| 13. Hazardous Cargo | CHECKED |
| 14. Size, Weight and Location Limitations | CHECKED |
| 15. Shipper's Declaration of Dangerous Goods and Label(s) | CHECKED |
| 16. Compatibility and Separation Requirements | CHECKED |

NOTE

Hazardous cargo that is considered jettisonable shall not be positioned forward of non-jettisonable cargo, except when its size, weight, and location will permit jettisoning by hand. Depending upon the amount of hazardous cargo, placement aboard the aircraft should normally be planned for the aft section of the cargo compartment. Hazardous cargo will never be loaded in such a manner that would make jettisoning impossible.

- | | |
|---|----------------|
| 17. Standing water/snow removed from pallets | CHECKED |
| 18. Soil Contamination and Pests | CHECKED |
| 19. Load sequenced/secured aboard MHE | CHECKED |
| 20. Loading crew
Identify Upwind Evacuation Location | BRIEFED |

3.2 VEHICLE INSPECTION CHECKLIST

- | | |
|---------------------------------------|----------------|
| 1. Soil Contamination and Pests | CHECKED |
| 2. Fluid Leaks | CHECKED |
| 3. Condition of Tires and Tracks | CHECKED |
| 4. Tanker Type/Fire Fighting Vehicles | CHECKED |

NOTE

Check for the presence of liquids. Tanker type vehicles (trailer or self-contained) are not normally certified as air transportable in a loaded configuration (liquid in tank). The structural integrity of most tanker type vehicles does not meet the design criteria to withstand the G forces encountered during flight. (Exceptions: The M-149A2 water trailer has been certified for airlift, provided the tank is no more than ¾ full and the manhole cover is secured with tiedown straps. Fire fighting vehicles are certified for transport with up to 150 gallons of AFFF (foam agent) in the tank.)

- | | |
|--|----------------------------------|
| 5. Shippers Declaration of Dangerous Goods, Label(s), and Cert. Ltr | CHECKED /
AS REQUIRED |
| 6. Loose Equipment and Secondary Cargo
Check that all loose equipment and secondary cargo is secured. | CHECKED /
SECURED |
| 7. Battery | CHECKED /
SECURED |
| 8. Filler Caps
Ensure fuel, oil, and any other appropriate filler caps are tight and secure. | CHECKED |
| 9. Fuel Levels
AFMAN(I) 24-204, Contingency vs. Channel | CHECKED |
| 10. Trailer Forward Support Leg(s)/Wheel(s) | SECURED |
| 11. Vehicle Weights | CHECKED |
| 12. Gross Weight | CHECKED |
| 13. Vehicle(s) Center of Balance
(Loaded or Empty) | CHECKED |
| 14. Axle Weights | CHECKED |
| 15. Wheel Weights | COMPUTED |
| 16. Geometric Considerations | CHECKED |
| A. Vehicle Size Limitations | CHECKED |
| B. Loading Overhang Limits | CHECKED |
| C. Vehicle Projection Limits | CHECKED |
| D. Ramp Crest Limits | CHECKED |
| E. Parking Overhang Clearance Limits | CHECKED |

17. Structural Considerations	CHECKED
A. Forward/Aft Ramp On/Off Loading Limitations	CHECKED
B. Rolling Shoring Requirements	COMPUTED / AS REQUIRED
C. Cargo Floor Loading Limitations	CHECKED
D. Concentrated Floor Loads	CHECKED
E. Hard Rubber Tire and Steel Wheel Limitations	CHECKED
F. Lateral Loading Limitations	CHECKED
G. Parking Shoring Requirements	COMPUTED / AS REQUIRED
H. Sleeper Shoring Requirements	COMPUTED / AS REQUIRED

NOTE

Ensure all required certifications for loading (ATTLA) are provided and utilized for loading operations.

4. AIRCRAFT PREFLIGHT: EXTERIOR

- | | |
|---|----------------------------|
| 1. Aircraft Tail Number/Parking Spot
Aircraft parked in a designated hazardous cargo loading area? | CHECKED |
| 2. Fire bottle | POSITIONED /
SERVICABLE |
| 3. Aircraft Configuration | CHECKED |

NOTE

If aircraft is in a forward kneel, check that the 4" collars are installed on both aft main gear struts. For aft kneel, check that the 4" & 2.75" collars are installed on the forward main gear struts. Kneeling collars are not required for level kneeling.

CAUTION

Ensure the bottom of the yoke for each gear contacts the shoulder on the shock strut or top of kneeling collar as applicable. If contact is not made, do not accomplish cargo loading/unloading operations until maintenance action is accomplished on the malfunctioning gear

- | | |
|-----------------------------------|----------|
| 4. Nose Landing Gear Downlock Pin | CHECKED |
| 5. Aircraft Electrically Grounded | CHECKED |
| 6. Main Landing Gear Wheel Chocks | IN PLACE |

NOTE

Check main gear wheel chocks forward and aft. Chocks should be three inches from wheels.

5. AIRCRAFT PREFLIGHT: INTERIOR

1. AFTO Form 781 Series **CHECKED**

NOTE

Ensure there are no Red X's or deficiencies that prohibit aircraft on/off loading.

2. Parking Brake Set **CHECKED**

NOTE

Have maintenance crew chief ensure the aircraft brake selector is set to emergency and that aircraft parking brakes are set.

3. Electrical Power **AS REQUIRED**

4. Interior lights **AS REQUIRED**

5.1 CARGO COMPARTMENT: LEFT SIDE

1. Cargo Compartment Lights **AS REQUIRED**

2. Snatch Block Check general condition of pulley, hook latch quick release pin, and stop. Open the snatch block and ensure the snap ring secures the pulley in place **CHECKED / AS REQUIRED**

3. Cargo Compartment Vent **CHECKED / AS REQUIRED**

4. Tiedown Equipment **CHECKED**

5. Cargo Compartment Vent **CHECKED / AS REQUIRED**

6. Remote Control Grip Assembly **CHECKED / POWER OFF**
Check condition and plug into receptacle. On the C5B hydraulic pendant, rotate thumbwheel and check that it returns to center.

7. Stowage Box	CHECKED
A. Pallet Stops (2)	
B. Detent Locking Tees (8)	
8. Cargo Compartment Vent	CHECKED
9. Retractable Rail	CHECKED / PIN INSTALLED
10. LH Inboard Rail Connector	CHECKED / STOWED
11. Troop Compartment Ladder Cargo Clearance	POSITIONED / VERIFIED
12. "A-frame" Rail	CHECKED / STOWED
13. Pressure Door Seals/Side Slopping Longeron Check for visible damage	CHECKED
<u>5.2 CARGO COMPARTMENT: RIGHT SIDE</u>	
1. Aft Winch and Compartment Hatch	CHECKED / SECURED
2. RH Inboard Rail Connector	CHECKED / STOWED
3. Retractable Rail	CHECKED / PIN INSTALLED
4. Cargo Compartment Vent	CHECKED
5. Stowage Box	CHECKED
A. Pallet Stops (2)	
6. Snatch Block	CHECKED / AS REQUIRED
7. Aft Cargo Hydraulic Winch Selector Valve	FS 1620 / CHECKED NO. 4 POSITION (AS REQUIRED)

- | | |
|---|--|
| 8. Cargo Compartment Vent | CHECKED /
AS REQUIRED |
| 9. C-5A Electric Winch Circuit Breaker | FS 880 / CLOSED |
| 10. Cargo Compartment Vent | CHECKED /
AS REQUIRED |
| 11. Forward Cargo Winch Selector Valve
No. 1 | FS 604 / CHECKED /
POSITION /
AS REQUIRED |
| 12. Snatch Block | CHECKED /
AS REQUIRED |
| <i>Check general condition of pulley, hook latch, quick release pin, and stop. Open the snatch block and ensure the snap ring secures the pulley in place.</i> | |
| 13. Cargo Compartment Vent | CHECKED |
| 14. Fwd Winch and Compartment Hatch | CHECKED /
SECURED |

NOTE

Complete reel out of the winch cable is required for a home station departure, when maintenance has been performed or when there will be a pallet covering the position.

- | | |
|----------------------------------|-----------------------------|
| 15. RH/LH Inboard Rail Connector | CHECKED /
STOWED |
| 16. RH/LH Outboard Rail Bridge | CHECKED /
STOWED |

5.3 CARGO COMPARTMENT: BOTH SIDES

- | | |
|-----------------------------------|---|
| 1. Outboard Restraint Rails/Locks | CHECKED |
| 2. Inboard Restraint Rails/Locks | CHECKED /
POSITIONED /
AS REQUIRED |
| 3. Roller Conveyors | CHECKED /
POSITIONED /
AS REQUIRED |

6. PALLETIZED CARGO LOADING CHECKLIST

CAUTION

Do not on/off load cargo with either of the AFT MLG's kneeled unless maintenance stabilizer jacks are installed prior to kneeling the individual main landing. Failure to comply may result in damage to the airplane.

CAUTION

Any time an item of cargo/equipment is temporarily positioned on the aircraft ramp, restraints will be applied.

- | | |
|--|-------------------------------------|
| 1. Concurrent Operations
Check with the Concurrent Service Supervisor prior to starting loading operations. | COORDINATE /
AS REQUIRED |
| 2. Airplane Configuration | CHECKED |

WARNING

When forward ramp is in truck bed mode, check the ramp extension support jacks for the following. Ensure the roller arm is engaged in the recessed notch. If the roller arm is not fully seated in the recessed notch, the ramp extension jacks may collapse when weight is applied to the ramp.

- | | |
|----------------------------|-------------------------------------|
| 3. Doors and Ramps | AS REQUIRED |
| 4. Roller Conveyers | UP/LOCKED |
| 5. Inboard Restraint Rails | UP/SECURED /
AS REQUIRED |
| 6. Restraint Rail Detents | RETRACTED |

WARNING

The on/off loading of cargo with a forklift is prohibited with the airplane in the unkneeled position. Failure to comply could cause injury to personnel

CAUTION

Ensure clearances are maintained when maneuvering K-loaders head-on to the left side of the aft ramp when the loader cab is attached to the movable bed.

- | | |
|--|-------------------------------|
| 7. Loading Crew Duties | BRIEFED |
| 8. Spotters to Observe Critical Clearances | BRIEFED
POSITIONED |

CAUTION

Ensure side door clearances are maintained when maneuvering K-loaders to the left side of the aft ramp. Aircraft side doors will slowly close when hydraulic pressure is not maintained.

- | | |
|---|----------------------------------|
| 9. Vehicle Driver | BRIEFED |
| 10. Wheel Chock(s) | POSITIONED |
| 11. Loading Vehicle | POSITIONED /
ADJUSTED |
| 12. Pallets
Nets, Rings Up | INSPECTED |
| 13. Pallet Identifier
Compare load plan with pallet identifier | CHECKED |
| 14. Pallet Stops | AS REQUIRED |

CAUTION

Restraint locks shall not be used as pallet stops. Failure to comply could result in damage to the lock mechanisms.

WARNING

Any pallet(s), single or multiple, weighing 15,000 pounds or more shall be restrained when on/off loading by use of the airplane winch when the airplane is in either the forward or aft kneeled position. Pallets weighing less than 15,000 pounds may be restrained at the option of the loadmaster/load director in consideration of the number of loading personnel available for manual restraint, nature of the cargo, adverse floor angle, etc.

- | | |
|---------------------------------------|---------------------|
| 16. Winch Pallets | AS REQUIRED |
| 17. Pallets | POSITIONED |
| 18. Locks and Vertical Restraint Lips | ENGAGED |
| 19. Cargo Restraint | COMPUTED
CHECKED |

WARNING

A minimum of one pair of logistic restraint lock mechanisms shall be operative and engaged for restraint of palletized cargo (one inboard and one outboard). Chains or other devices shall not be substituted unless a symmetrical pattern can be obtained. Failure to comply can result in damage to airplane equipment and injury to personnel. Accordance with T.O. 1C-5A-9 or T.O. 1C-5M-9 Chapter 2

NOTE

Outboard logistic rail mechanisms with broken or missing cables may be used to restrain pallets provided the detents are locked in their over-center (locked) positions, using locking tees locally manufactured and installed in Accordance with Section III.

NOTE

Ensure all detents are engaged, all required retractable lips are extended, and lip pins engaged. When pallet trains are loaded, ensure all lips and detents are engaged for the leading pallet. All of the remaining detents for the additional pallets will be engaged, if possible. When sufficient detents cannot be engaged to provide the necessary restraint, tie-down chains and devices shall be used.

7. VEHICLE LOADING CHECKLIST

CAUTION

Do not on/off load cargo with either of the AFT MLG's kneeled unless maintenance stabilizer jacks are installed prior to kneeling the individual main landing. Failure to comply may result in damage to the airplane.

CAUTION

Any time an item of cargo/equipment is temporarily positioned on the aircraft ramp, restraints will be applied.

- | | |
|--|--|
| 1. Concurrent Operations | COORDINATE / |
| Check with the Concurrent Service Supervisor prior to starting loading operations. | AS REQUIRED |
| 2. Airplane Configuration | CHECKED |
| A. Doors and Ramps | AS REQUIRED |
| B. Roller Conveyers | STOWED /
AS REQUIRED |
| C. Inboard Restraint Rails | DOWN /
SECURE
AS REQUIRED |
| D. Loading Aids | POSITIONED /
AS REQUIRED |

CAUTION

Do not use a prime mover to push any rolling stock with a vertically articulated tongue onto the airplane. Do not use a prime mover to pull this type of cargo off the airplane.

NOTE

Ensure all required certifications for loading (ATTLA) are provided and utilized for loading operations.

CAUTION

Shoring shall be used under all the ramp extension support jacks and ramp support pads when necessary to ensure proper contact with the ground during on/off loading operations. Failure to comply could result in damage to the ramp extension actuators and ramp extension and/or ramp structure.

3. Ventilation **CHECKED**

WARNING

Proper ventilation of the airplane shall be provided when on/off loading self-propelled vehicles. Personnel shall not be permitted to remain on the flight deck or in the troop compartment during multiple vehicles on/off loading unless the auxiliary ventilation system is operating. Exposure to carbon monoxide will produce adverse effects that may prove fatal to personnel..

NOTE

Open the troop doors, the No. 6 service door, and the opposite cargo loading doors, if operationally feasible. If multiple vehicle on/off loading is to be accomplished and personnel are to remain in the upper deck area, coordinate with maintenance to ensure the auxiliary ventilation system is operating and the flight station ladder door is closed.

4. Vehicle Inspection Checklist	COMPLETED
5. Vehicle Driver(s)	BRIEFED
A. Hand Signals	BRIEFED
B. Transmission	LOW GEAR/ ALL WHEEL DRIVE AS APPLICABLE
6. Engine and Brakes	CHECKED

NOTE

Vehicles equipped with air brakes must have placarded air pressure before loading.

- | | |
|--|---------------------------------|
| 7. Spotters to Observe Critical Clearances | BRIEFED |
| 8. Shoring | POSITIONED |
| | POSITIONED (AS REQUIRED) |
| 9. Vehicle | LOADED |
| A. Load Plan | CHECKED |
| B. Brakes and Transmission | SET |
| C. Ignition | OFF |
| D. Safety Chains | INSTALLED |
| E. Driver | RELEASED |

WARNING

If slippery ramp conditions exist, the cargo winch shall be used in the loading operation.

CAUTION

The ground clearance of single axle trailers will change when towed during loading. Contact could occur in the area of the ramp hinge/toes resulting in damage to the airplane/trailer.

CAUTION

Care must be taken to not turn a tracked vehicle while transiting the cargo ramps. Allowing a tracked vehicle to turn while transiting the ramps, ramp hinges, or toes could result in damage to the aircraft.

- | | |
|---------------|-------------------|
| 10. Restraint | COMPUTED / |
|---------------|-------------------|

NOTE

Place vehicles with automatic transmissions in park. Diesel-powered vehicles with automatic transmissions without park, or standard transmissions, place in neutral. Place gasoline-powered with standard transmissions in lowest gear.

8. CARGO OFFLOADING CHECKLIST

CAUTION

Do not on/off load cargo with either of the AFT MLG's kneeled unless maintenance stabilizer jacks are installed prior to kneeling the individual main landing. Failure to comply may result in damage to the airplane.

CAUTION

Any time an item of cargo/equipment is temporarily positioned on the aircraft ramp, restraints will be applied.

- | | |
|--|-------------------------------------|
| 1. Concurrent Operations
Check with the Concurrent Service
Supervisor prior to starting
loading operations. | COORDINATED
AS REQUIRED |
| 2. Airplane Configuration | CHECKED |
| 3. Doors and Ramps | AS REQUIRED |
| 4. Roller Conveyers | POSITIONED /
AS REQUIRED |
| 5. Inboard Restraint Rails | POSITIONED /
AS REQUIRED |
| 6. Off Loading Equipment | POSITIONED /
AS REQUIRED |
| 7. Ventilation | CHECKED |

WARNING

Proper ventilation of the airplane shall be provided when on/off loading self-propelled vehicles. Personnel shall not be permitted to remain on the flight deck or in the troop compartment during multiple vehicles on/off loading unless the auxiliary ventilation system is operating. Exposure to carbon monoxide will produce adverse effects that may prove fatal to personnel.

NOTE

Open the troop doors, the No. 6 service door, and the opposite cargo loading doors, if operationally feasible. If multiple vehicle on/off loading is to be accomplished and personnel are to remain in the upper deck area, coordinate with maintenance to ensure the auxiliary ventilation system is operating and the flight station ladder door is closed.

- | | |
|------------|-----------------------------------|
| 8. Shoring | POSITIONED
AS REQUIRED |
|------------|-----------------------------------|

WARNING

When off-loading a vehicle, the operator will be in position at the controls prior to removing final fore and aft restraint.

- | | |
|--|--|
| 9. Tie-downs/Forward Support Leg(s)/Wheel(s) | REMOVED /
SECURED |
| 10. Vehicle Driver(s) | BRIEFED |
| A. Hand Signals | BRIEFED |
| B. Transmission | LOW GEAR/
ALL WHEEL
DRIVE
AS APPLICABLE |
| 11. Engine and Brakes | CHECKED |

NOTE

Vehicles equipped with air brakes must have placarded air pressure before loading.

- | | |
|-----------|--------------------|
| 12. Winch | AS REQUIRED |
|-----------|--------------------|

NOTE

Before a vehicle (other than self-propelled) is allowed to pass down the airplane ramps, a restraining cable must be attached to prevent these items from rolling/skidding uncontrolled out of the airplane.

13. Cargo

OFFLOADED

9. C-5A CARGO WINCH REMOTE CONTROL GRIP ASSEMBLY OPERATING PROCEDURES

WARNING

Only essential personnel are permitted in the cargo compartment during winching operation.

- *Winching is a potentially hazardous operation. Refer to all warnings and cautions in Section IV prior to winch operations.*
- *On/off loading cargo during fueling operations is permissible only under certain conditions. Refer to TO 00-25-172 for additional instructions.*

WARNING

Maintain tension on the cable to prevent a slack cable condition during off loading. A slack cable condition can occur as the cargo goes over the ramp crest causing the cargo to lunge forward, jerking the cable, causing cable failure, injury to personnel, and damage to equipment.

WARNING

Do not use wheel chocks to prevent vehicles or other wheeled equipment from rolling down the forward ramp, ramp extension and toes or the aft ramp, pressure door and toes in the drive-in position. Failure to comply could result in injury to personnel as vehicle could jump the chocks.

CAUTION

When cargo is to be winched into or out of the airplane, maintain a minimum of 12 inches of clearance between truck bed or flat bed and the end of the airplane ramp (aft loading). This clearance is to allow for possible movement of the vehicle or the airplane.

CAUTION

When snatch blocks are attached to the cargo floor, ensure shoring is placed between the snatch block hook and the tiedown ring pan receptacle. This will prevent damage to the tiedown ring pan receptacle during the winching operations.

- | | |
|--|------------------------------|
| 1. Aircraft prepared for on/off loading in accordance with ch. 4, sec I & III. | CHECKED |
| 2. Shoring installed in accordance with ch4, sec II. | CHECKED / AS REQUIRED |
| 3. Cable Load Pull | DETERMINED |
| 4. Load Team Briefed | BRIEFED |
| A. Winching Operations | |
| B. Hand Signals | |

NOTE

Ensure that winching operations are performed by a minimum of a winch operator and two guides. The guides shall be responsible for the following:

- a. Monitor cargo clearances.*
- b. Control the position of the cargo through the use of prearranged hand signals.*
- c. Ensure that winch cable does not foul or snag.*
- d. Ensure chocks are readily available to chock wheeled type cargo.*

WARNING

If the airplane snatch blocks are to be used, do not exceed their rated capacity of 15,000 pounds or 3/8-inch diameter cable size. Failure to comply could cause failure of the snatch block and result in injury to personnel.

WARNING

Ensure that personnel do not step over the winch cable attached to cargo

WARNING

Ensure all personnel wear work gloves when handling the winch cable. Failure to comply could result in injury to personnel.

CAUTION

When cargo is being on/off loaded and the winch cable does not rest on one of the cable wear strips, provide a temporary wear strip under the cable to protect the crest of the ramp. Failure to comply could result in damage to the ramp floor at the crest area.

NOTE

Attach cables as low as possible on the load to help reduce cable tension.

CAUTION

Do not operate the cargo winch if fluid accumulation (oil leakage or spillage) is found in the winch compartment. Failure to comply could result in damage to the aircraft structure and/or cargo winch.

- | | |
|---|------------------------------|
| 5. Cargo Compartment Lighting | AS REQUIRED |
| 6. Fluid Accumulation in Winch Compartment
Oil Leakage or Spillage | CHECKED |
| 7. Winch Properly Installed
All Four Locking Pins in Place | CHECKED |
| 8. Oil Level
Oil Port No. 2 (Dip Stick) | CHECKED |
| 9. Erect the Folding Output Sheave | POSITION /
PINNED |
| 10. Direct Communication with
Load Team Members | ESTABLISHED |
| 11. Remote Control Grip Assembly | CONNECTED |
| 12. Place the SELECT switch to FWD or AFT | AS APPLICABLE |
| 13. Place the MODE switch to REMOTE | SELECTED |
| 14. Maintain Cable Tension | CHECKED |

Maintain tension on winch cable, while reeling IN and OUT, to prevent cable entanglement and snagging.

- | | |
|---------------------------------------|----------------------------|
| 15. Place the MODE switch to FAST | SELECTED |
| 16. Place the SELECT switch to UNWIND | SELECTED |
| 17. Cable Reel Out | REQUIRED
LENGTH |

NOTE

Complete reel out/inspection of the winch cable is required anytime maintenance is performed on the cable/winch, prior to winching operations, and when a pallet will cover the position

- | | |
|---|------------------|
| 18. Winch Cable | INSPECTED |
| 19. Hook and Cable Assembly
Washer must be indented twice on cable assembly notches and twice on the hook assembly notches. (Total of four indentions) | INSPECTED |
| A. Spring and Clip | CHECKED |
| B. Hook Rotates Freely | CHECKED |
| C. Thrust Bearing | INSTALLED |

WARNING

Failure to ensure the thrust bearing is installed may cause the hook to separate from the winchcable, resulting in injury to loading personnel and/or damage to the airplane

WARNING

An unserviceable winch cable can be a hazard to the loading crew during winch on/off loading operations. It could break under load and whiplash resulting in serious injury to personnel and/or causing severe damage to the aircraft structure. Before any winching is accomplished inspect the cable as described in step 4.14.3.i and step 4.14.3.j.

- | | |
|------------------------------|------------------------------------|
| 20. Install Snatch Blocks | INSTALLED /
AS REQUIRED |
| 21. Interphone Communication | CHECKED /
AS REQUIRED |

NOTE

APEX personnel are expected to utilize interphone capability. This will be especially critical during APU operations. Aircraft interphone communications may be necessary when maintenance supervisor is not in the cargo compartment. Ensure that communications are maintained at all times between all on/off loading personnel

NOTE

Observers will be on interphone if the configuration or size of the cargo being winched prevents a clear view of all observers by the winch operator, or if excessive noise prohibits verbal communication.

22. Cargo Compartment/Cargo **CLEAR**

NOTE

Ensure cargo floor is clear of obstructions and all personnel not involved in winching are well clear. The winch operator will coordinate with the observers, ensure the cargo to be winched is clear, and determine it is safe to begin winching.

23. Spotters to Observe Critical Clearances	BRIEFED / POSITIONED
24. Chain Bridle	ATTACHED
25. Place the MODE switch to SLOW	SELECTED
26. Place the SELECT switch to WIND	SELECTED
27. Remove Slack from Cable	CHECKED
28. Security of Attachment Points and Cable Routing	CHECKED

CAUTION

Ensure output sheave on top of cargo winch is aligned with the direction of the cable pull. Failure to comply could cause a side load condition, resulting in damage to the cargo winch.

29. Vehicle Driver

**BRIEFED /
AS REQUIRED**

NOTE

Brief the driver(s) to follow all signals and not to apply brakes while item is being winched.

30. Steering Yoke

**ATTACHED /
AS REQUIRED**

NOTE

Attach a steering yoke by looping strap(s) through the eye of the tow bar. The steering yoke should be long enough that personnel steering will not be directly behind or in front of the moving cargo. This method of steering is normally used for trailers or ground support equipment.

31. Leave MODE switch at SLOW or
place to FAST

**SELECTED /
AS REQUIRED**

WARNING

If the winch cycles rapidly on and off causing a jerking of the cable, discontinue reeling in and reduce cable load before proceeding with winch operation. Failure to comply could result in injury to personnel and damage to the winch.

NOTE

If reducing cable load, the cable pull must be recalculated.

NOTE

Fast speed loading can only be accomplished where the pull will not exceed 2,000 pounds. Should the pull exceed 2,000 pounds, the winch will automatically downshift to low speed.

32. Position Cargo AS REQUIRED

NOTE

Winch cargo into position. If it is necessary to reconfigure the cable prior to reaching the final cargo position, attach safety chains, reconfigure the cable, and recheck all attachment points. Always maintain tension on the winch cable, while reeling in or out, to prevent cable entanglement and snagging.

33. Restrain Cargo AS NEEDED

34. Chain Bridle REMOVED

35. Repeat Steps 22 through 36 AS REQUIRED

NOTE

During off loading, before the load goes over the ramp crest, ensure that all cable slack is removed. Rewind the cable until tension is evident.

36. Offloading COMPLETED

37. Snatch Blocks STOWED /
AS REQUIRED

CAUTION

Maintain tension on winch cable, while reeling IN and OUT to prevent cable entanglement and snagging.

- | | |
|---|--------------------------------|
| 38. Place the MODE Switch to "FAST" | SELECTED |
| 39. Place SELECT Switch to "WIND"
Squeeze and hold trigger switch until all the winch cable is reeled in, then release the switch. | SELECTED |
| 40. Place SELECT Switch to "OFF" | SELECTED |
| 41. Place SELECT Switch to "OFF"
This is performed on the cargo winch control panel. | SELECTED |
| 42. Remote Control Grip Assembly | DISCONNECT /
STOWED |
| 43. Output Sheave and Hatch | STOWED /
INSTALLED |
| 44. Aft Winch Compartment Hatch Light | OFF |

10. C-5B CARGO WINCH OPERATING PROCEDURES

WARNING

Only essential personnel are permitted in the cargo compartment during winching operation.

- *On/off loading cargo during fueling operations is permissible only under certain conditions. Refer to TO 00-25-172 for additional instructions.*
- *Use of the winch in the cargo compartment is prohibited during defueling operations.*

WARNING

Maintain tension on the cable to prevent a slack cable condition during off-loading. A slack cable condition can occur as the cargo goes over the ramp crest causing the cargo to lunge forward, jerking the cable, causing cable failure, injury to personnel, and damage to equipment.

WARNING

Do not use wheel chocks to prevent vehicles or other wheeled equipment from rolling down the forward ramp, ramp extension and toes or the aft ramp, pressure door and toes in the drive-in position. Failure to comply could result in injury to personnel as vehicle could jump the chocks.

CAUTION

When cargo is to be winched into or out of the airplane, maintain a minimum of 12 inches of clearance between truck bed or flat bed and the end of the airplane ramp (aft loading). This clearance is to allow for possible movement of the vehicle or the airplane.

CAUTION

When snatch blocks are attached to the cargo floor, ensure shoring is placed between the snatch block hook and the tiedown ring pan receptacle. This will prevent damage to the tiedown ring pan receptacle during the winching operations.

- | | |
|--|------------------------------|
| 1. Aircraft prepared for on/off loading in accordance with ch. 4, sec I & III. | CHECKED |
| 2. Shoring installed in accordance with ch. 4, sec II. | CHECKED / AS REQUIRED |
| 3. Winch Cable Pull | DETERMINED |

NOTE

Ensure that winching operations are performed by a minimum of a winch operator and two guides. The guides shall be responsible for the following:

- a. Monitor cargo clearances.*
- b. Control the position of the cargo through the use of prearranged hand signals.*
- c. Ensure that winch cable does not foul or snag.*
- d. Ensure chocks are readily available to chock wheeled type cargo.*

- | | |
|------------------------|----------------|
| 4. Load Team Briefed | BRIEFED |
| A. Winching Operations | |
| B. Hand Signals | |

WARNING

If the airplane snatch blocks are to be used, do not exceed their rated capacity of 15,000 pounds or 3/8-inch diameter cable size. Failure to comply could cause failure of the snatch block and result in injury to personnel.

WARNING

Ensure that personnel do not step over the winch cable attached to cargo

WARNING

Ensure all personnel wear work gloves when handling the winch cable. Failure to comply could result in injury to personnel.

CAUTION

When cargo is being on/off loaded and the winch cable does not rest on one of the cable wear strips, provide a temporary wear strip under the cable to protect the crest of

the ramp. Failure to comply could result in damage to the ramp floor at the crest area.

NOTE

Attach cables as low as possible on the load to help reduce cable tension.

5. Fluid Accumulation in Winch Compartment **CHECKED**
Oil Leakage or Spillage

CAUTION

Do not operate the cargo winch if fluid accumulation (oil leakage or spillage) is found in the winch compartment. Failure to comply could result in damage to the aircraft structure and/or cargo winch.

NOTE

The winch hydraulic and electrical connectors will normally be connected unless the winch is moved from the stowed position.

CAUTION

On aircraft that have cable assemblies installed for electric winch operation, ensure the shorting plug assembly at fuselage station 1904 RH is disconnected from the Winch Pendant Control Disc receptacle. Failure to comply will result in damage to the cargo winch control panel.

6. Connect pendant extension cable to appropriate receptacle **CONNECTED**

Pendant Location Procedures:
Fuselage Station 1231 Right Side:

7. Selector Switch to RH PENDANT **SELECTED**

8. Left Selector Switch to "FWD PENDANT" **SELECTED**
On cargo winch remote control panel
9. Right Selector Switch to "FWD WINCH" / **AS REQUIRED**
"AFT WINCH"

Fuselage Station 1208 Left Side:

10. Selector Switch to "LH PENDANT" **SELECTED**
11. Left Selector Switch to "FWD PENDANT" **SELECTED**
12. Right Selector Switch to "FWD WINCH" / **AS REQUIRED**
"AFT WINCH"

Fuselage Station 1904

Cargo Winch Remote Control Panel:

13. Selector Switch to "AFT PENDANT" **SELECTED**
14. Right Selector Switch to "FWD WINCH" / **AS REQUIRED**
"AFT WINCH"
15. Hydraulic Selector Valves **CHECKED**
Fuselage Station 604 & 1620
Proper Positioning
16. No. 1 or No. 4 Hydraulic **CHECKED /**
System Pressurized **AS REQUIRED**
17. Direct Communication with **ESTABLISHED**
Load Team

CAUTION

Initial reel-out of the cable shall be accomplished by a sharp pull to prevent cable entanglement.

CAUTION

Maintain tension on winch cable while reeling IN and OUT to prevent cable entanglement and snagging.

- | | |
|---|---------------------------------|
| 18. Load Team Member Maintain Tension | BRIEFED /
POSITIONED |
| 19. Pendant POWER Switch to "ON" | SELECTED |
| 20. Pendant SPEED Switch to "HI" | SELECTED |
| 21. WINCH Thumbwheel Control
Continue to move thumbwheel control
Towards the OUT direction until no
Further movement can be obtained | OUT |
| 22. Cable Reel Out | REQUIRED
LENGTH |

NOTE

Complete reel out/inspection of the winch cable is required anytime maintenance is performed on the cable/winch, prior to winching operations, and when a pallet will cover the position.

- | | |
|-----------------|------------------|
| 23. Winch Cable | INSPECTED |
|-----------------|------------------|

WARNING

An unserviceable winch cable can be a hazard to the loading crew during winch on/off loading operations. It could break under load and whiplash, resulting in serious injury to personnel and/or causing severe damage to the aircraft. Before any winching is accomplished, inspect the winch cable as described in step 4.14.4.k and step 4.14.4.l.

- | | |
|--|------------------|
| 24. Hook and Cable Assembly
Washer must be indented twice in the cable assembly notches and twice in the hook assembly notches (total of four indentations) | INSPECTED |
|--|------------------|

- | | |
|------------------------|-----------|
| A. Spring and Clip | CHECKED |
| B. Hook Rotates Freely | CHECKED |
| C. Thrust Bearing | INSTALLED |

WARNING

Failure to ensure the thrust bearing is installed may cause the hook to separate from the winch cable, resulting in injury to loading personnel and/or damage to the airplane.

CAUTION

When snatch blocks are attached to the cargo floor, ensure shoring is placed between the snatch block hook and the tiedown ring pan receptacle. This will prevent damage to the tiedown ring pan receptacle during the winching operations.

- | | |
|------------------------------|----------------------------|
| 25. Install Snatch Block | INSTALLED /
AS REQUIRED |
| 26. Interphone Communication | CHECKED /
AS REQUIRED |

NOTE

APEX personnel are expected to utilize interphone capability. This will be especially critical during APU operations. Aircraft interphone communications may be necessary when Maintenance supervisor is not in the cargo compartment. Ensure that communications are maintained at all times between all on/off loading personnel.

NOTE

Observers will be on interphone if the configuration or size of the cargo being winched prevents a clear view of all observers by the winch operator, or if excessive noise prohibits verbal communication.

27. Cargo Compartment/Cargo CLEAR

NOTE

Ensure cargo floor is clear of obstructions and all personnel not involved in winching are well clear. The winch operator will coordinate with the observers, ensure the cargo to be winched is clear, and determine it is safe to begin winching.

28. Spotters to Observe Critical Clearances BRIEFED /
POSITIONED

29. Winch Cable to Bridle ATTACHED

NOTE

Slowly move thumbwheel towards the "IN" direction to take up cable slack.

30. WINCH Thumbwheel IN
Slowly move thumbwheel towards the
IN direction to take up cable slack

CAUTION

Ensure output sheave on top of cargo winch is aligned with the direction of the cable pull. Failure to comply could cause a side load condition, resulting in damage to the cargo winch.

31. Security of Attachment Points and Cable Routing CHECKED

NOTE

Brief the driver(s) to follow all signals and not to apply brakes while item is being winched.

32. Vehicle Driver BRIEFED /
AS REQUIRED

NOTE

Attach a steering yoke by looping strap(s) through the eye of the tow bar. The steering yoke should be long enough that personnel steering will not be directly behind or in front of the moving cargo. This method of steering is normally used for trailers or ground support equipment.

33. Steering Yoke ATTACHED /
AS REQUIRED

WARNING

Closely observe load movement during winching operation. If at any time load movement stops, reverses, or cable jerking is experienced during winching, the control pendant thumbwheel shall be immediately released to the neutral position to ensure brake engagement. Failure to comply may result in damage to equipment or injury to personnel.

WARNING

If the winch motor stalls or the cable jerks; discontinue winching operations. Reduce the cable load prior to continuing with winching operations.

NOTE

If reducing cable load, the cable pull must be recalculated.

NOTE

Fast speed loading can only be accomplished where cable pull will not exceed 2,000 pounds.

- | | |
|---|--------------------------------------|
| 34. Pendant SPEED Switch | HIGH OR LOW /
AS REQUIRED |
| 35. WINCH Thumbwheel
Slowly release and move thumbwheel
control to "IN" direction | IN |
| 36. Restrain Cargo | AS REQUIRED |
| 37. Unhook Winch Cable from Bridle | COMPLETE |
| 38. Repeat Steps 28 through 38 | AS REQUIRED |
| 39. Remove Winch Cable from Snatch Blocks | COMPLETE |
| 40. Detach Snatch Blocks and Stow | COMPLETE |

NOTE

During off loading, before the load goes over the ramp crest, ensure that all cable slack is removed. Rewind the cable until tension is evident.

41. Offloading **COMPLETED**

CAUTION

Maintain tension on winch cable while reeling in and out to prevent cable entanglement and snagging.

NOTE

The winch will automatically stop when all of the cable is reeled in except for the length necessary to stow the cable hook.

- | | |
|---|---------------------------------|
| 42. Pendant Speed | HIGH |
| 43. Winch Thumbwheel
Slowly release and move thumbwheel control to "IN" direction | IN |
| 44. Pendant Power | OFF |
| 45. Hydraulic System | OFF /
AS REQUIRED |
| 46. Pendant Extension Cable
Disconnect and stow pendant and cable at fuselage station 1208 | DISCONNECT /
IF USED |
| 47. Output Sheave and Hatch | STOWED /
INSTALLED |
| 48. AFT WINCH COMPT HATCH Light | CHECKED
OFF |

11. ELECTRIC WINCH ON C5B AND C5M

WARNING

Ensure winch control pendant and electrical cable are routed free of the winch sheave and winch cable are routed free of the winch sheave and winch cable assembly to ensure entanglement will not occur.

CAUTION

Ensure shorting plug assembly is installed in the WINCH PENDANT CONTROL DISC receptacle on the aft CARGO WINCH CONTROL panel at fuselage station 1904 RH. (See figure 2-34.)

CAUTION

Do not operate the cargo winch if fluid accumulation (oil leakage or spillage) is found in the winch compartment. Failure to comply could result in damage to the airplane structure and/or cargo winch.

- | | |
|---|--|
| 1. Cargo Compartment Lighting | AS REQUIRED |
| 2. Circuit Breakers
Refer to 1C-5A-9, 4.14.6.a.(1)(2)(3)
Refer to 1C-5M-9, 4.14.6.a.(1)(2)(3) | OPEN |
| 3. Danger Tags | ATTACHED |
| 4. 115V AC Cable Assembly | UNCOIL /
ROUTED /
CONNECTED |
| 5. Fluid in Winch Compartment | CHECKED |
| 6. Winch Installed & Lock Pins In Place | CHECKED |
| 7. Oil Level | CHECKED |
| 8. Winch Remote Control Grip Assembly | CONNECTED |

- | | |
|--|--------------------|
| 9. Cable Assembly | CONNECTED |
| 10. Winch Power | CHECKED |
| 11. Circuit Breakers
Refer to 1C-5A-9, 4.14.6.h.(1)(2)(3)
Refer to 1C-5M-9, 4.14.6.h.(1)(2)(3) | CLOSED |
| 12. Danger Tags | REMOVED |
| 13. Direct Communication with Load
Team Members | ESTABLISHED |

WARNING

Ensure winch control pendant and electrical cable are routed free of the winch sheave and winch cable assembly to ensure entanglement will not occur.

CAUTION

Maintain tension on winch cable while reeling in and out to prevent cable entanglement and snagging.

- | | |
|--|-----------------|
| 14. Winch Cable Taut | CHECKED |
| 15. Place MODE switch to FAST | SELECTED |
| 16. Place SELECT switch to UNWIND | SELECTED |
| 17. Appropriate Length of Cable Released | CHECKED |

WARNING

An unserviceable winch cable can be a hazard to the loading crew during winch on/off loading operations. It could break under load and whiplash resulting in serious injury to personnel and/or causing severe damage to the airplane structure. Before any winching is accomplished, inspect the cable.

- | | |
|-----------------|------------------|
| 18. Winch Cable | INSPECTED |
|-----------------|------------------|

- | | |
|----------------------------------|------------------------------------|
| 19. Hook and Cable Assembly | INSPECTED |
| 20. Snatch Blocks | INSTALLED /
AS REQUIRED |
| 21. Attach Winch Cable to Bridle | CHECKED |
| 22. Place MODE switch to SLOW | SELECTED |
| 23. Place SELECT switch to WIND | SELECTED |
| 24. Remove Slack from Cable | CHECKED |

CAUTION

Ensure output sheave on top of cargo winch is aligned with the direction of the cable pull. Failure to comply could cause a side load condition, resulting in damage to the cargo winch.

- | | |
|--|----------------|
| 25. Security of Attachment Points and
Cable Routing | CHECKED |
|--|----------------|

NOTE

Fast-speed loading can only be accomplished where pull will not exceed 2,000 pounds. Should the pull exceed 2,000 pounds, the winch will automatically downshift to low speed.

- | | |
|--|----------------|
| 26. Leave MODE switch at
SLOW or Place FAST | CHECKED |
|--|----------------|

WARNING

If the winch cycles rapidly on and off causing a jerking of the cable, discontinue reeling in and reduce cable load before proceeding with winch operation. Failure to comply could result in injury to personnel and damage to the winch.

NOTE

If reducing cable load, the cable pull must be recalculated.

- | | |
|------------------------------------|------------------|
| 27. Position Cargo | CHECKED |
| 28. Restrain Cargo | AS NEEDED |
| 29. Unhook Winch Cable from Bridle | CHECKED |
| 30. Snatch Blocks | STOWED |

CAUTION

Maintain tension on winch cable while reeling in and out to prevent cable entanglement and snagging.

- | | |
|---------------------------------|-----------------|
| 31. Place MODE switch to FAST | SELECTED |
| 32. Place SELECT switch to WIND | SELECTED |

Squeeze and hold trigger switch until all of the winch cable is reeled in, then release the switch.

- | | |
|---|----------------------------------|
| 33. Place SELECT switch to OFF | SELECTED |
| 34. Circuit Breakers
Refer to 1C-5A-9, 4.14.6.af.(1)(2)(3)
Refer to 1C-5M-9, 4.14.6.h.(1)(2)(3) | OPEN |
| 35. Danger Tags | ATTACHED |
| 36. Cable Assembly | DISCONNECTED |
| 37. Winch Remote Control Grip Assembly | DISCONNECTED /
STOWED |

CAUTION

Ensure that the winch AC and DC electrical cables are disconnected, coiled, and stowed before securing the winch compartment access hatch.

38. AC & DC Cable Assemblies	DISCONNECTED / COIL / STOW
39. Circuit Breakers Refer to 1C-5A-9, 4.14.6.aj.(1)(2)(3) Refer to 1C-5M-9, 4.14.6.h.(1)(2)(3)	CLOSED
40. Danger Tags	REMOVED
41. Output Sheave and Hatch	STOWED / INSTALLED
42. Aft Winch Compartment Hatch Light	OFF

12. AFTER LOADING CHECKLIST

- | | |
|---|---------------------------------|
| 1. Cargo Winch | STOWED |
| 2. Cargo Doors and Ramps
Coordinate with maintenance | CLOSED /
AS REQUIRED |
| 3. Cargo Restraint | CHECKED |
| 4. Loose Equipment | SECURED |

NOTE

Check for fumes, leaks, placement of cargo, and location of special handling cargo

- | | |
|--|---------------------------------|
| 5. Tie down Equipment Inventory | ASSIGNED |
| 6. Cargo Compartment Vents | CLOSED /
AS REQUIRED |
| 7. General Cleanliness | CHECKED |
| 8. Curb Lights | OFF |
| 9. Parking Brake
Coordinated with maintenance | OFF |

13. EMERGENCY PROCEDURES

1. Ground Emergency	DECLARED / REPORTED
---------------------	--------------------------------

NOTE

APEX load director will direct loading crew to evacuate and alert on board maintenance personnel of danger if ground emergency is declared by Load Director. Announce the emergency over the interphone, Land Mobile Radio or both if utilized. Do not move equipment until told to do so by local crash fire and rescue personnel.

2. Direct evacuation	COMPLETE
3. Operating Systems	OFF / AS PERMITTED
A. APU	OFF
B. External Power	OFF
C. Battery	OFF
D. K-loader	OFF

NOTE

On board Aircraft Maintainers will power down aircraft operating systems as applicable. Load Directors will provide assistance.

WARNING

If flammable and/or explosive materials are onboard, download if situation permits immediately.

4. Remove source of fire	IF PRACTICAL
--------------------------	---------------------

NOTE

If the fire source is removable, and easily accessible, immediately remove from the airplane.

5. Extinguish fire	IF PRACTICAL
6. Close Oxygen Manual Shutoff Valve and evacuate (FS 1465)	COMPLETED / AS PRACTICAL
7. Account for personnel	CHECKED / COMPLETED