

**BY ORDER OF THE COMMANDER
GOODFELLOW AIR FORCE BASE**



AIR FORCE INSTRUCTION 91-203

GOODFELLOW AIR FORCE BASE

Supplement

3 MAY 2013

Incorporating Through Change 2, 15 July 2015

Certified Current 23 March 2017

Safety

**AIR FORCE CONSOLIDATED OCCUPATIONAL
SAFETY STANDARD**

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: 17 TRW/SE

Certified by: 17 TRW/SE

(Mr. Samuel L. Spooner)

Pages: 8

This supplement implements and extends the guidance of Air Force Instruction 91-203, *Air Force Consolidated Occupational Safety Instruction*, 15 June 2012, establishing local safety procedures for the transportation and movement of students during adverse weather conditions. **NOTE:** Due to the limited availability of buses, this supplement does not infer, when implemented, students will arrive to classes on time; units must plan accordingly. This supplement applies to 17th Training Group (17 TRG) military student personnel including tenant military student personnel. It also applies to Goodfellow AFB organizations as tasked below. Ensure all records created as a result of processes prescribed in this publication are maintained per AFMAN 33-363, *Management of Records*, and disposed of according to the Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS), located at <https://www.mv.af.mil/afirms/afirms/afirms/rims.cfm>. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF Form 847 from the field through the appropriate functional chain of command. This publication may be supplemented at any level, but all direct supplements must be routed to the OPR of this publication for coordination prior to certification and approval.

SUMMARY OF CHANGES

This interim change updates the paragraph reference for bus use in the event of lighting within five nautical miles. A margin bar indicates newly revised material.

11.4. (Added) Adverse Weather Safety for Transportation and Movement of Students.

11.4.1. (Added) Tasked Organizations.

11.4.1.1. (Added) 17th Training Wing (17 TRW).

11.4.1.2. (Added) 17th Training Group (17 TRG).

11.4.1.3. (Added) 17th Mission Support Group (17 MSG).

11.4.1.4. (Added) 17th Civil Engineering Squadron (17 CES).

11.4.1.5. (Added) 17th Force Support Squadron (17 FSS).

11.4.1.6. (Added) 17th Logistics Readiness Squadron (17 LRS).

11.4.2. (Added) Responsibilities.

11.4.2.1. (Added) 17 TRG Commander. Ensures the 312th, 315th, and 316th Training Squadrons (TRS) commanders designate, in writing, their specific 24-hour telephone number and point of contact (POC) for receiving weather warnings, watches, and advisory notifications from the 17 TRW Command Post (17 TRW/CP) and submit appointment letters to 17 TRW/CP. The 17 TRG/CC is responsible for determining the need to use buses during a Lightning Warning notification.

11.4.2.2. (Added) 312 TRS, 315 TRS, 316 TRS Commanders.

11.4.2.2.1. (Added) Designate, in writing, their specific 24-hour telephone number and POC for receiving weather warnings, watches, and advisory notifications from the Wing Command Post (17 TRW/CP) and submit appointment letters to 17 TRW/CP. NOTE: Adverse weather conditions include strong surface winds, heavy rain, freezing precipitation, and thunderstorms (i.e., frequent dangerous lightning and damaging winds, heavy rain, and hail).

11.4.2.2.2. (Added) Develop checklist procedures in support of this supplement to include internal notification, establishing student pick-up and drop-off points, and the approximate number of students requiring transportation. This number will be sent to the Vehicle Manager (654-5753). When implemented during business hours (0730-1630), squadron POC will call Vehicle Dispatch (654-5744) to coordinate pick-up and drop-off times. For after-hours procedures, see **paragraph 11.4.4.**

11.4.2.2.3. (Added) Ensure at least one Military Training Leader (MTL) assists with the loading and unloading of students at each pick-up point.

11.4.2.2.4. (Added) Ensure the following Squadron Military Training Flight (MTF) dormitory actions are completed.

11.4.2.2.4.1. (Added) Students form into school formations at their dormitory without unnecessary delay (no sizing the formation, roll call, passing out of appointment slips, etc.) and march in squadron formation directly to their school building using the route of march.

11.4.2.2.4.2. (Added) When released from class, students will assemble in formation without delay and march to their dormitory.

11.4.2.2.4.3. (Added) All student movement will follow the proper route of march and comply with applicable road guard and safety procedures.

11.4.2.3. (Added) Coordinate with the Food Service Officer (17 FSS/FSR) for extended dining facility hours, as necessary. The Food Service Officer will coordinate with the food support service contractor to ensure appropriate dining facility support is available whenever lightning within 5 nautical miles is cancelled.

11.4.2.4. (Added) 17 MSG Commander (17 MSG/CC).

11.4.2.4.1. (Added) Ensures 17 LRS provide bus transportation for students during adverse weather conditions.

11.4.2.4.2. (Added) In the event of frozen precipitation, ensures 17 CES sands march routes to optimize safety of the student population.

11.4.2.4.3. (Added) Ensures the Food Service Officer (17 FSS/FSR) extends dining facility hours when necessary due to adverse weather condition and whenever lightning within 5 nautical miles is cancelled.

11.4.2.5. (Added) 17 TRW/CP. Advise the 17 TRW/CC of weather conditions that impact normal movement of students using the 26th Operational Weather Squadron at Barksdale AFB LA.

11.4.3. (Added) Weather Criteria.

11.4.3.1. (Added) Hot Weather Conditions Affecting the Movement of Military Students.

11.4.3.1.1. (Added) When the wet bulb globe temperature (WBGT) is Stage IV or V (i.e., red (88-89.9) or black (>90) flag), formations will be marched "At Ease." Please note that the temperature alone does not determine the WBGT. Humidity, solar heat, and ambient heat (normal temperature) are all parts of the equation: $.7(\text{Humidity}) + .2(\text{Ambient}) + .1(\text{Solar}) = \text{WBGT reading}$.

11.4.3.2. (Added) Cold Weather Conditions Affecting the Movement of Military Students.

11.4.3.2.1. (Added) During freezing rain, or heavy snow (greater than 2 inches in depth) or when these conditions are forecast for the area and the marching distance is in excess of one mile, students will be transported. **NOTE:** In some cases, the students may be directed to march “At Ease.” Cadence will not be called. Silence, dress, cover, interval, and distance must be maintained. The formation must be called to attention prior to being given any further commands (i.e., Flight Halt, Forward March).

11.4.3.2.2. (Added) Students will be transported regardless of marching distance when the wind chill factor is negative 20 degrees Fahrenheit or colder.

11.4.3.3. (Added) Lightning Conditions Affecting the Movement of Military Students.

11.4.3.3.1. (Added) When lightning is detected or observed, seek shelter and do not go out of doors or remain out unless it is absolutely necessary (see AFI 91-203, paragraph 11.2, for additional information on lightning safety).

11.4.3.3.2. (Added) For lightning within 5 nautical miles.

11.4.3.3.2.1. (Added) Personnel will take shelter in the nearest building and remain there until the lightning is outside 5 nautical miles. If shelter is taken in a facility along the route of march, the formation commander will telephone his/her squadron charge of quarters (CQ) and report his/her location. No student formations will be allowed outside during lightning within 5 nautical miles and straggling of students is not allowed.

11.4.3.3.2.2. (Added) Bus transportation of students is authorized with a Lightning Watch notification, limit outside formations. During a Lightning Warning notification the 17 TRG/CC may authorize bus transportation as long as students can quickly transition from a building to an enclosed bus, do not have students in an outside formation.

11.4.3.3.2.3. (Added) When thunderstorms are forecast for the local area, the guidon will not be carried. To determine if thunderstorms are in the forecast, check the forecast link at <https://ows.barksdale.af.mil>.

11.4.3.4. (Added) For the above and other adverse weather conditions, refer to **Table 11.1** Actions for Weather Watch and **Table 11.2** Actions for Weather Warning or Actual Observed Conditions.

Table 11.1. (Added) Actions For Weather Watch.

Criteria	Action
Tornado	Increase situational awareness for potential of severe damage to structures and personnel. Prepare to secure all items and take protective shelter.

Damaging Winds \geq 50 Knots	Increase situational awareness for potential of severe damage to vehicles, windows, and personnel. Prepare to protect/cover equipment and shelter personnel.
High Winds \geq 35 knots but $<$ 50 knots	Increase situational awareness for potential of severe damage to vehicles, windows, and personnel. Prepare to protect/cover equipment and shelter personnel.
Hail \geq 3/4 Inch Diameter	Increase situational awareness for potential of severe damage to vehicles, windows, and personnel. Prepare to protect/cover equipment and shelter personnel.
Hail \geq 1/2 inch but $<$ 3/4 inch	Increase situational awareness for potential of severe damage to vehicles, windows, and personnel. Prepare to protect/cover equipment and shelter personnel.
Heavy rain/snow (\geq 2 inches in $<$ 12 hours)	Rain: Increase situational awareness for potential of local flooding. Prepare for flood abatement that can affect buildings. Snow: Prepare for delay of vehicular and pedestrian traffic, reporting and/or early release.
Lightning within 10 NM of station	Increase situational awareness to for potential to cease most outdoor activities. Non-essential personnel should remain indoors.
Lightning within 5 NM of station	Increase situational awareness to for potential to cease most outdoor activities. Non-essential personnel should remain indoors.
Freezing Precipitation	Prepare for delay of vehicular and pedestrian traffic, reporting and/or early release.
Blizzard Conditions	Prepare for severely affects on vehicular and pedestrian traffic, reporting and/or early release to be strongly considered.

Table 11.2. (Added) Actions For Weather Warning or Actual Observed Conditions.

Criteria	Action	Bus Required
Tornado	Potentially severe damage to structures and personnel. Secure all items and take protective shelter.	No. Shelter in Place.
Damaging Winds \geq 50 Knots	Strong winds might move or fall trees/limbs. Remove/secure loose objects and shelter personnel.	Yes
High Winds \geq 35 knots but $<$ 50 knots	Strong winds might fall trees/limbs. Remove/secure loose objects and shelter personnel.	No
Hail \geq 3/4 Inch Diameter	Potential damage to vehicles, windows, and personnel. Protect/cover equipment and shelter personnel.	Yes, use best judgment if movement is

		required.
Hail \geq 1/2 inch but $<$ 3/4 inch	Potential damage to vehicles, windows, and personnel.	Yes, use best judgment if movement is required.
Heavy rain/snow (\geq 2 inches in $<$ 12 hours)	RAIN: Local Flooding can affect buildings. Prepare for flood abatement. SNOW: Can cause moderate mixed icing. Affects vehicular and pedestrian traffic delayed reporting and/or early release optional.	Yes (if marching distance is $>$ 1 mile.
Thunderstorms within 10NM	Potential damage to vehicles, windows, and personnel. Protect/cover equipment and shelter personnel.	No
Lightning within 10 NM of station observed	Cease most outdoor activities. Non-essential personnel should remain indoors.	No
Lightning within 5 NM of station observed	Cease most outdoor activities. Non-essential personnel should remain indoors.	Yes if authorized by 17 TRG/CC, see para. 11.4.3.3.2.2.
Freezing Precipitation	Can create severe clear icing. Affects vehicular and pedestrian traffic delayed reporting and/or early release optional.	Yes
Blizzard Conditions	Severely effects vehicular and pedestrian traffic, delayed reporting and/or early release should be strongly considered.	Yes
Wind Chill \leq -20F (-29C) [DANGER]	Affects all outdoor activity. Outside personnel must use protective clothing to cover exposed portions of body. Consider delayed reporting/early release.	Yes

11.4.4. (Added) Limitations.

11.4.4.1. (Added) Specific buses have been assigned for use by the licensed MTLs of the 312 TRS, 315 TRS, and 316 TRS. Due to limited assets, these buses are shared with the other services upon request. When not otherwise utilized, the buses are available 24/7. They will be parked outside the Transportation Complex. Licensed MTLs have been issued spare keys. If one or more of the buses is not available after-hours, contact the standby Vehicle Manager through the Command Post (654-3558).

11.4.4.2. (Added) During times of adverse weather, the licensed MTLs are authorized to use the buses to transport their students to and from classes.

MARK T. DAMIANO, Colonel, USAF
Commander

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

Air Force Instruction 91-203, *Air Force Consolidated Occupational Safety Instruction*, 15 June 2012

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

Prescribed Forms

None

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

CQ—Charge of Quarters

LRS—Logistics Readiness Squadron

MTF—Military Training Flight

MTL—Military Training Leader

OPR—Office of Primary Responsibility

OWS—Operational Weather Station

POC—Point of Contact

VOM—Vehicle Operations/Maintenance

WBGT—Wet Bulb Globe Temperature