

**BY ORDER OF THE COMMANDER
HEADQUARTERS 81ST TRAINING
WING (AETC)**



**KEESLER AIR FORCE BASE
INSTRUCTION 13-204**

18 DECEMBER 2015

Incorporating Change 1, 19 May 2016

Space, Missile, Command and Control

**AIRFIELD OPERATIONS AND LOCAL
FLYING PROCEDURES**

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: 81 OSF/OSA

Certified by: 81 OSF/CC
(Maj Joshua D. Pitler)

Supersedes: KEESLERAFBI 13-204,
5 Nov 2014

Pages: 87

This instruction implements AFD 13-2, *Air Traffic, Airfield, Airspace and Range Movement*, and consolidates requirements pertaining to air traffic control and airspace management. It applies to Airfield Management, Airfield, Air Traffic Control, Flight Safety, base assigned and tenant flying units and agencies with areas/buildings on or bordering the airfield. It provides guidance that is outlined in AFI 13-204v3, *Airfield Operations Procedures and Programs*. 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). Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF Form 847s from the field through the appropriate functional's chain of command. Attachment 1 is a glossary of references and supporting information. The use of a name or any specific manufacturer, commercial product, commodity, or service in this instruction does not imply endorsement by the USAF. This publication requires the collection and or maintenance of information protected by the Privacy Act of 1974 authorized by 10 U.S.C. 8013, Secretary of the Air Force; as implemented by Air Force Instruction 36-2608, and E.O. 9397 (SSN). The applicable Privacy Act SORN(s) F036 AF PC C, Military Personnel Records System, is available at <http://dpclo.defense.gov/privacy/SORNs/SORNs.html>.

SUMMARY OF CHANGES**SUMMARY OF CHANGES**

This interim change revises Keesler Air Force Base Instruction 13-204 by adding paragraphs 8.13. thru 8.13.6.. Updating the Small Unmanned Aircraft Systems (SUAS) for Keesler AFB. A margin bar (l) indicates newly revised material.

| | |
|---|----------|
| Chapter 1— GENERAL INFORMATION | 8 |
| 1.1. Air Traffic Control (ATC) Flying issues. | 8 |
| 1.2. Airfield Operations. | 8 |
| 1.3. Airfield, Runways and Taxiways (see Attachment 2). | 9 |
| Table 1.1. Runway 21 Departures..... | 9 |
| Table 1.2. Runway 03 Departures..... | 9 |
| 1.4. Runway Selection Procedures..... | 10 |
| 1.5. Controlled Movement Area (CMA)..... | 10 |
| 1.6. Airfield Lighting. | 11 |
| 1.7. Permanently Closed/Unusable Portions of the Airfield. | 12 |
| 1.8. Aircraft Arresting Systems. | 12 |
| 1.9. Parking Plan/Restrictions..... | 12 |
| 1.10. Air Traffic Control (ATC) Facilities..... | 12 |
| Table 1.3. ATC Frequencies. | 13 |
| 1.11. Navigational Aids (NAVAIDs). | 13 |
| Table 1.4. Navigational Aids. | 13 |
| 1.12. Transient Alert (TA). | 14 |
| 1.13. Automatic Terminal Information Service (ATIS) Procedures..... | 14 |
| 1.14. Aircraft Special Operations Areas/Ramps. | 14 |
| 1.15. Aircraft Towing Procedures..... | 14 |
| 1.16. Aircraft Taxiing Requirements/Routes. | 15 |
| Figure 1.1. C-17 Jet Engine Blast. | 15 |
| 1.17. Airfield Maintenance Operations..... | 16 |
| Table 1.5. Airfield Painting Schedule..... | 17 |

| | | | |
|----------------------------------|-------|---|-----------|
| | 1.18. | Runway Surface Condition Determination..... | 17 |
| | 1.19. | Procedures/Requirements for Conducting Runway Inspections/Checks..... | 17 |
| | 1.20. | Engine Test/Run-up Procedures..... | 18 |
| | 1.21. | Noise Abatement..... | 18 |
| | 1.22. | Protecting Precision Approach Critical Areas..... | 19 |
| Figure | 1.2. | Glideslope Critical Area..... | 19 |
| Figure | 1.3. | Localizer Critical Area..... | 20 |
| Figure | 1.4. | Precision Obstacle Free Zone..... | 20 |
| | 1.23. | Restricted/Classified Areas on the Airfield..... | 20 |
| | 1.24. | Procedures for Suspending Runway Operations..... | 20 |
| | 1.25. | Procedures for Opening and Closing the Runway..... | 21 |
| | 1.26. | Local Flying Area/Designation of Airspace..... | 21 |
| | 1.27. | Visual Flight Rules (VFR) Local Training Areas..... | 22 |
| Chapter 2— VFR PROCEDURES | | | 23 |
| | 2.1. | VFR Weather Minimums..... | 23 |
| | 2.2. | VFR Traffic Patterns..... | 23 |
| | 2.3. | Special Procedures..... | 23 |
| | 2.4. | Reduced Same Runway Separation Procedures (RSRS)..... | 24 |
| | 2.5. | Intersection Departures..... | 24 |
| | 2.6. | VFR Reporting/Holding Points..... | 24 |
| Table | 2.1. | VFR Reporting/Holding Points..... | 24 |
| | 2.7. | Tactical Arrivals (Random Steeps/Shallows)..... | 25 |
| | 2.8. | Keesler Formation Recoveries..... | 26 |
| Chapter 3— IFR PROCEDURES | | | 28 |
| | 3.1. | Radar Traffic Patterns..... | 28 |
| | 3.2. | Availability for Surveillance and Precision Approach Radar (PAR) Approaches.. | 28 |
| | 3.3. | Local Departure Procedures..... | 28 |

| | |
|--|-----------|
| Chapter 4— EMERGENCY PROCEDURES | 29 |
| 4.1. Operation of the Primary Crash Alarm System (PCAS) and Secondary Crash Net (SCN)..... | 29 |
| 4.2. Emergency Response Procedures. | 30 |
| 4.3. Fuel Dump and External Stores Jettison Area Procedures. | 31 |
| 4.4. Emergency Arresting/Barrier Gear Procedures. | 32 |
| 4.5. Hot Brake Area and Procedures..... | 32 |
| 4.6. Abandonment of Aircraft..... | 32 |
| 4.7. Emergency Locator Transmitter (ELT) Signals..... | 32 |
| 4.8. Hung Ordnance/Hot Guns/Hung Flare Procedures..... | 32 |
| 4.9. Tower/AMOPS Evacuation/Wind Limitation. | 33 |
| 4.10. Evacuation Tasks. | 33 |
| 4.11. Evacuation Plan/Alternate Tower/AMOPS Facility..... | 33 |
| 4.12. Facility Re-entry. | 34 |
| 4.13. Aircraft Recall Procedures..... | 34 |
| 4.14. Stop Alert Procedures. | 34 |
| 4.15. Hijack Prevention and Response Procedures..... | 34 |
| 4.16. Actions Following an Aircraft Mishap. | 34 |
| 4.17. Simulated Flameout Procedures. | 34 |
| Chapter 5— AIRFIELD MOVEMENT AREA (MA) VEHICLE/PEDESTRIAN OPERATIONS | 35 |
| 5.1. Responsibilities..... | 35 |
| 5.2. Airfield Driving Requirements. | 35 |
| 5.3. Privately Owned Vehicles (POV) on the Airfield. | 35 |
| 5.4. Airfield Driving Violations and Penalties..... | 35 |
| 5.5. Vehicle Traffic Procedures. | 35 |
| 5.6. Vehicular Call Signs. | 35 |
| 5.7. Emergency Vehicle Operations. | 35 |
| 5.8. Airfield Construction/Work/Maintenance. | 35 |

| | | |
|---|---|-----------|
| 5.9. | Perimeter Road. | 36 |
| 5.10. | Foreign Object Debris/Damage (FOD) Prevention. | 36 |
| Chapter 6— AIRFIELD ADMINISTRATION | | 37 |
| 6.1. | Airfield Operations Board (AOB) Membership. | 37 |
| Table 6.1. | Keesler AOB Discussion Items. | 37 |
| 6.2. | Waivers to Airspace/Airfield Criteria. | 38 |
| 6.3. | Wear of Hats on the Airfield..... | 38 |
| 6.4. | Airfield Smoking Policy. | 39 |
| 6.5. | Taking of Photographs..... | 39 |
| 6.6. | Explosive Detection K-9 Teams. | 39 |
| 6.7. | Airfield Quiet Hours/Ramp Freeze..... | 39 |
| 6.8. | Kite Flying and Remotely Controlled Recreational Aircraft. | 39 |
| 6.9. | Base Exercises. | 39 |
| 6.10. | Air Base Surveillance Priorities..... | 39 |
| 6.11. | Cooperative Quality Assurance and Safety Programs. | 40 |
| Chapter 7— FLIGHT OPERATIONS | | 41 |
| 7.1. | NOTAM Procedures. | 41 |
| 7.2. | Flight Information Publication Accounts (FLIP)/Requesting Changes, Flight Plans..... | 41 |
| 7.3. | Dangerous/Hazardous Cargo. | 41 |
| 7.4. | Local Aircraft Priorities. | 41 |
| 7.5. | Lost Communication Instructions..... | 41 |
| 7.6. | Standard Climb-Out Instructions. | 42 |
| 7.7. | Opposite Direction Operations (ODO) Opposite direction runway operations may be approved when an operational necessity exists:..... | 42 |
| 7.8. | Breakout/Go-Around/Missed Approach Procedures. | 42 |
| 7.9. | Civil Use of Military NAVAIDS..... | 42 |
| 7.10. | Bird/Wildlife Aircraft Strike Hazard (BASH) Procedures. | 42 |
| 7.11. | Bird Watch Conditions (BWC)..... | 42 |

| | | |
|----------------------------------|---|-----------|
| 7.12. | Duty Officer/Supervisor of Flying (SOF)/Operations Supervisor (OS) Operating from the Tower. | 43 |
| 7.13. | Flares..... | 43 |
| 7.14. | No Light Approach Visibility Minima. | 44 |
| 7.15. | Unusual Maneuvers. | 44 |
| 7.16. | Night Vision Device (NVD) Procedures. | 44 |
| 7.17. | Taxiway Charlie Aircraft Rinse Facility..... | 46 |
| 7.18. | Military Authority Assumes Responsibility for Separation of Aircraft (MARSA). | 47 |
| 7.19. | Combat Off-load/On-load Procedures. | 47 |
| Figure 7.1. | Combat Offload/On-load Location. | 48 |
| Chapter 8— FLIGHT SUPPORT | | 49 |
| 8.1. | Prior Permission Required (PPR) Procedures..... | 49 |
| 8.2. | Unscheduled Aircraft Arrivals. | 49 |
| 8.3. | Distinguished Visitor (DV) Arrivals/Departures. | 49 |
| 8.4. | Civilian Aircraft Operations. | 49 |
| 8.5. | Aero Club Operations. | 49 |
| 8.6. | Weather Dissemination and Coordination Procedures. | 49 |
| 8.7. | Airfield Snow Removal Operations..... | 50 |
| 8.8. | Base Rescue/Fire Fighting Capability. | 50 |
| 8.9. | Airfield/Air Traffic Control and Landing Systems (ATCALs) Operational Status..... | 50 |
| 8.10. | Airfield Radio/Visual Blind Spots. | 50 |
| 8.11. | Arriving Medical Evacuation Helicopter (MEDEVAC) Notification and Response Procedures. | 50 |
| Figure 8.1. | MEDEVAC HELICOPTER LANDING LOCATIONS..... | 54 |
| 8.12. | Uncontrolled Aircraft Operations (UAO) 403d Wing procedures:..... | 54 |
| 8.13. | Small Unmanned Aircraft Systems (SUAS):..... | 64 |

| | |
|---|-----------|
| KEESLERAFBI13-204 18 DECEMBER 2015 | 7 |
| Attachment 1— GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION | 67 |
| Attachment 2— AIRFIELD DIAGRAM FIGURE | 73 |
| Attachment 3— LOCAL VFR TRAFFIC PATTERNS AND AIRSPACE | 74 |
| Attachment 4— FIGURE A4.1. RANDOM SHALLOW APPROACHES: STRAIGHT-IN AND TEAR DROP. | 75 |
| Attachment 5— RANDOM SHALLOW APPROACHES: ABEAM AND DOWNWIND | 76 |
| Attachment 6— RANDOM STEEP APPROACH | 77 |
| Attachment 7— ATCALs OPERATIONS PROCEDURES | 78 |
| Attachment 8— 81 COMMUNICATIONS SQUADRON RESTORAL PRIORITY PROCEDURES. | 82 |
| Attachment 9— TABLE A9.1. UNCONTROLLED AIRCRAFT OPERATIONS SETUP CHECKLIST. | 85 |
| Attachment 10— TABLE A10.1. UNCONTROLLED AIRCRAFT OPERATIONS SUPERVISOR TRAINING REQUIREMENTS. | 86 |
| Attachment 11— TABLE A11.1. UNCONTROLLED AIRCRAFT OPERATIONS SUPERVISOR RESPONSIBILITIES. | 87 |

Chapter 1

GENERAL INFORMATION

1.1. Air Traffic Control (ATC) Flying issues. The 81 OSF/CC is the primary individual responsible for interaction with civilian Air Traffic Control (ATC) agencies concerning ATC issues outside Keesler's Class Delta airspace, or as designated by the 81 TRW/CV. All units operating from Keesler experiencing Federal Aviation Administration (FAA) related ATC issues will inform the 81 OSF/CC and 81 OSF/OSAT Chief Controller (CCTLR).

1.2. Airfield Operations. The Keesler airfield operational hours are: 0800L – 2300L Monday through Friday, 1100L – 1700L Saturday and Sunday, and 1300L – 2300L on Unit Training Assemblies (UTA) Sundays to accommodate the 403d WG shuttles. Keesler's airfield hours of operation are published in the Instrument Flight Rules (IFR) Supplement. The airfield may be opened for use between published closed hours and on federal holidays to support mission essential flight operations (i.e., MEDEVAC, storm missions, and higher headquarters-directed missions). The airfield is normally closed on federal holidays.

1.2.1. Mission Essential Operations. Coordinate all mission essential aircraft arrivals/departures scheduled for after-hours operations with 81 OSF Airfield Management Operations (AMOPS) or Keesler Command Post when AMOPS is closed. **Note:** Keesler Command Post will notify CCTLR, on-call AMOPS, and Weather personnel whenever there is any change in after-hours aircraft operations such as a change in aircraft arrival time.

1.2.2. After-hours Opening. The 81 OSF/CC obtains 81 TRW/CV approval for unscheduled airfield openings through coordination with Keesler Command Post. Keesler Command Post notifies AMOPS, CCTLR, and Weather standby personnel immediately upon receipt of a no-notice mission essential tasking requiring airfield support. AMOPS will open a minimum of one hour prior to the scheduled departure and one hour prior to arrival. AMOPS will open two hours prior to all weather tasker mission departures. Tower will open one hour prior to the first scheduled departure/arrival outside of scheduled duty hours. Both the Tower and AMOPS will remain open for one hour after an aircraft has departed or unless it has been pre-coordinated with and approved by 403d WG/53d WRS operations leadership to close prior to the one hour timeframe. Upon arrival, once the aircraft is in the chocks and the engines are off, the Tower and AMOPS will close.

1.2.3. AMOPS will submit a NOTAM when the airfield is opened/closed outside published hours. The Tower will not approve any aircraft to taxi or land until AMOPS gives the Tower a valid flight plan for the aircraft and control of the Controlled Movement Area (CMA). The Tower will withhold the aircraft's clearance and/or engine start until they have control of the CMA and the flight plan from AMOPS. An aircraft that declares an in-flight emergency may be allowed to land. For unscheduled arrivals/departures, the response time for airfield operations and weather personnel is one hour. **Note:** The airfield will be open with the appropriate NOTAM 1 hour prior to scheduled after-hours storm taskings or other mission essential sorties, IAW AFI 13-204v3, Chapter 3 procedures.

1.2.4. Keesler Command Post will be notified by agencies of all operations that utilize the taxiways, runway, grounds maintenance operations on the airfield and engine runs/aircraft tows during times when the Tower is closed/unmanned.

1.3. Airfield, Runways and Taxiways (see Attachment 2). The Keesler AFB Identifier and Location: KBIX, N 30 24.63 / W 88 55.47.

1.3.1. Field Elevation and Magnetic Variation: 33 feet mean sea level (MSL). 1 degree 5 min West (March 2012).

1.3.2. Runway 21: Landing 6,630 feet.

Note: All runway distance remaining marker distances are measured from keyhole thresholds.

Table 1.1. Runway 21 Departures.

| Runway 21 Departures | | | | | | |
|----------------------|-------|---------|-------|-------|---------|---------|
| Departure Point | Bravo | Charlie | Delta | Echo | Foxtrot | Keyhole |
| Distance (feet) | N/A | N/A | N/A | 2,600 | 5,031 | 6,031 |

1.3.3. Runway 03: Landing 6,031 feet.

Table 1.2. Runway 03 Departures.

| Runway 03 Departures | | | | | | |
|----------------------|---------|-------|---------|-------|-------|---------|
| Departure Point | Keyhole | Bravo | Charlie | Delta | Echo | Foxtrot |
| Distance (feet) | 6,630 | 5,000 | 4,100 | 3,700 | 2,400 | N/A |

1.3.4. Landing Zone (LZ) markings are established for both runways in accordance with Engineering Technical Letter (ETL) 09-6 Change 1: C-130 and C-17 Landing Zone Dimensional, Marking and Lighting Criteria. The LZ markings consist of four non-reflective white markings, 10 feet by 5.5 feet, applied in the same pattern as Visual Landing Zone Marking Panels (VLZMP) for the AMP-3 configuration with IR lights at each panel and one at the end of each runway (Box and 1). The 500 feet touchdown zone for both runways is established by the four markings. The markings are placed 30 feet from the runway centerline representing a 60 feet wide LZ.

1.3.5. The Runway 03 LZ touchdown zone starts just past Taxiway Charlie and ends just past Taxiway Delta. The Runway 21 LZ touchdown zone starts just prior to the runway aiming point/Fixed Distance Markings and ends just prior to the Touchdown Markings.

1.3.6. Displaced Threshold (Keyhole) Dimensions and Surface. Runway 21: First 200 x 150 feet is concrete. The next 800 x 75 feet is concrete with a 37.5 feet non-weight bearing asphalt edge on each side. Runway 03: First 200 x 150 feet is concrete. The next 800 x 75 feet is concrete with a 37.5 feet non-weight bearing asphalt edge on each side. The remaining 599 x 150 feet to the displaced threshold is concrete. The overall runway length is 7,630 feet x 150 feet.

1.3.7. Aircrews will not land prior to the displaced runway thresholds. However, the opposite end displaced threshold is authorized for use during landing roll out. Aircrews may use portions of the runway prior to the displaced thresholds to begin takeoff roll. The area past the opposite threshold will not be used for takeoff computations.

1.3.8. Distance remaining markers indicate distance remaining on landing roll out only, and include the lengths of respective displaced thresholds. The effective runway length for touch-and-go operations is 5,031 feet (distance between thresholds).

1.3.9. Large-frame and heavy aircraft aircrews will make 180-degree turns only on the fully stressed concrete portions of the North/South keyholes to prevent possible damage to the surrounding asphalt.

1.3.10. Taxiways Alpha, Charlie, Delta are 75-feet wide. Taxiway Echo is 50-feet wide and is limited to small-frame aircraft (T-1, T-6, C-21 with wingspan smaller than 43'). Taxiways Bravo and Foxtrot are 205-feet wide.

1.3.11. Heavy aircraft will utilize Taxiways Bravo and Foxtrot to taxi to and from the runway via Taxiway Alpha.

1.3.12. Aircraft with wingspans larger than 133' will not be allowed to taxi on taxiway Alpha behind Ramp 1 when C-130s are parked in Spots 1 – 14 or 29 due to a lack of required wingtip clearance.

1.4. Runway Selection Procedures. AMOPS must conduct an airfield check before opening the airfield IAW AFI 13-204v3. Runway 21 is designated as the calm wind runway. The Tower watch supervisor, senior controller or controller-in-charge (WS/SC/CIC) is the designated authority for selecting the active runway. The runway most nearly aligned with the wind will be used when the wind is five knots or greater.

1.4.1. The Tower will notify Gulfport Approach, AMOPS, Weather, Fire Department and Keesler Command Post when changing the runway in use.

1.5. Controlled Movement Area (CMA). The CMA includes the runway, the grass infield, within 100 feet of the edge of the runway, up to and including VFR/IFR hold lines, and ends at the north end keyhole threshold next to the running track. Approval is required from the Tower (Ground Control) prior to entry into the CMA. Vehicles and persons on foot must have two-way radio communications with the Tower to gain access to the CMA. All agencies utilizing the runway and grounds maintenance operations on the airfield when the Tower is closed/unmanned must contact Keesler Command Post when entering and exiting the CMA via land-line 377-4330 (refer to Keesler Supplement to AFI 13-213, *Airfield Driving Instruction*).

1.5.1. Movement Area (MA). MA includes Taxi lane Alpha and taxiways (B, C, D, E, & F) between VFR/IFR hold lines and dashed yellow lines at Alpha and the Back Line denotes MA. All vehicles operating in this area are require to have a two way radio and ability to have direct communication with the tower at all times. When the Tower is closed/unmanned vehicles must contact Keesler Command Post when entering and exiting the MA via land-line 377-4330.

1.5.2. Taxiway Alpha does not provide sufficient room for vehicles to operate on the paved surface behind aircraft with engines running on spots 1-15. Aircraft engine runs on other spots listed below may create a conflict for vehicles on the airfield. Time permitting, the Tower Ground Controller will provide an advisory to vehicles in the MA regarding aircraft with engines running on Spots 1 - 16, 24 - 25, 29 - 30. Once the advisory has been given by the controller, it is the vehicle driver's responsibility to access their destination on the airfield without driving behind an aircraft with running engines. When engine are running, drivers will remain 25 feet to the front or 200 feet to the rear of the aircraft. (Refer to Keesler Supplement to AFI 13-213, *Airfield Driving Instruction*).

1.5.3. Vehicles must remain alert for light gun signals from the Tower in the event of radio failure. If it appears the vehicle and/or personnel are not responding to the light gun signals, the Tower will turn the runway or taxiway lights on and off (flash) to indicate that personnel and vehicles must immediately exit the runway or area. The Tower will notify AMOPS to contact or recall all personnel from the CMA who do not immediately comply with the Tower's instructions. **Note:** Flashing the runway lights entails stepping the runway lights up to step 5, then down to step 1, then back to step 5 in a continuous fashion.

1.6. Airfield Lighting. The airfield lighting system is activated by controllers in the Tower IAW Federal Aviation Administration Order (FAAO) Job Order (JO) 7110.65 and AFI 13-204v3. See IFR Supplement for instrument approach lighting systems and non-standard airfield lighting. The Tower will notify AMOPS of all outages/unsatisfactory reports on the airfield lighting systems. Only AMOPS & Airfield Lighting personnel are authorized to contact Energy Management and Control System (EMCS) at 228-377-4179 to operate airfield lighting systems when the Tower is closed/unmanned. Maintenance of the airfield lighting touch screen in the Tower will be coordinated with Airfield Lighting. During Uncontrolled Aircraft Operations, aircrews can use Pilot Controlled Lighting (PCL) to active the airfield lights using Tower VHF Freq 120.75. If the PCL are out of service, procedures are in place for the 403d WG Flying Operations Supervisor to activate the airfield lights from the air traffic control tower's lighting panel.

1.6.1. The rotating beacon is located 4/10 of a mile East of the Control Tower on top of a water tower.

1.6.2. Runway 21 has: High Intensity Runway Lights (HIRLs), ALSF-1 Approach Lights with Sequencing Flashing Lights (SFLs), Precision Approach Path Indicator lights (PAPI), and threshold lights. The Runway 21 LZ has IR (Infrared) lighting established in the AMP-3 configuration. **Note:** Keesler has a non-standard ALSF-1 that is 2,000 feet long as opposed to the requirement of 3,000 feet long due to lights the Back Bay waterway.

1.6.3. Runway 03 has: PAPIs, Runway End Identifier Lights (REILs), HIRLs, and threshold lights. The Runway 03 LZ has IR lighting established in the AMP-3 configuration.

1.6.4. The Tower activates the Ploesti Drive traffic lights to protect vehicular and air traffic during the following situations:

1.6.4.1. When aircraft utilize the Runway 21 Keyhole for takeoff, tower will activate the traffic light. The light shall be activated before the aircraft enters the runway for back taxi to account for jet blast/prop wash affecting pedestrians on the I-81 track and cars on Ploesti Drive. Tower will notify 81 SFS of cars that run the traffic light. Additionally, when aircraft are landing Runway 03, Tower will activate the traffic light at pilot request or when deemed necessary at the Tower Watch Supervisor's discretion. **Note:** The light shall not be turned off by the Control Tower due to departure delays if aircraft are holding position in the Runway 21 Keyhole.

1.6.4.2. To protect the glideslope Critical Area for Runway 21 (ceiling below 800 feet and/or visibility less than two miles) when aircraft are on an Instrument Landing System (ILS) approach to Runway 21 (see para 1.22.).

1.6.4.3. To protect the approach light-plane after sunset or during inclement weather IAW UFC 3-535-01, *Visual Air Navigation Facilities*. Activate the lights when aircraft

are within five flying miles of the airfield on an ILS, RNAV (GPS) or Tactical Air Navigation (TACAN) approach to Runway 21 at night.

1.6.4.4. When an aircraft is inbound with an in-flight emergency (IFE), 10 miles to fly.

1.6.4.5. When the Steinhawk Drop Zone is utilized for non-steerable parachutes only.

1.6.5. AMOPS will conduct daily checks to ensure the airfield lighting is serviceable and operational IAW AFI 13-204v3.

1.6.6. Exterior Electric (Airfield Lighting) will:

1.6.6.1. Conduct weekly airfield lighting inspections, visually inspect the monitor located at the North end of the runway, which signals if there is a problem with the lighting fixtures to include the SFLs.

1.6.6.2. Inspect SFLs using a small boat once a week.

1.6.6.3. Replace/repair damaged or missing airfield lighting fixtures.

1.6.6.4. Maintain the airfield lighting vault.

1.6.6.5. Maintain the airport beacon (rotating beacon).

1.6.6.6. Maintain obstruction lights.

1.6.6.7. Maintain traffic lights (3) on Ploesti Drive.

1.6.6.8. Replace wind sock when faded or damaged.

1.6.6.9. Maintain mandatory taxiway and runway signs and repair/replace as required.

1.6.6.10. Ensure qualified personnel are on standby after duty hours and weekends to address and fix any critical airfield lighting outages. Respond within one (1) hour after notification and advise AMOPS upon arrival at the airfield.

1.6.6.11. Notify AMOPS of the status of airfield lighting fixtures.

1.6.6.12. Purchase light fixtures as needed and advise AMOPS when scope of work is outside Exterior Electric's capability.

1.7. Permanently Closed/Unusable Portions of the Airfield. There are currently no permanently closed locations on Keesler's airfield.

1.8. Aircraft Arresting Systems. There are no aircraft arresting systems in place at Keesler AFB.

1.9. Parking Plan/Restrictions. Keesler's parking plan is spelled out in 81 TRW Plan 32-1056, *Aircraft Parking, Airfield Maintenance Plan*. The parking plan and restrictions will be reviewed annually IAW AFI 13-204v3. **Restrictions:** Engine Running Offloads (EROs) and Engine Running Crew Changes (ERCCs) are restricted to parking spots 15, 16, and 30 to ensure proper wingtip clearance and safety for maintenance ground crews. Taxiway Alpha can be used for EROs/ERCCs after coordinating with ATC if aircraft are parked on spots 15 and or 16.

1.10. Air Traffic Control (ATC) Facilities.

1.10.1. Operating Hours. Keesler Tower is open during published airfield hours (see paragraph 1.2.) or as published in a NOTAM.

1.10.2. Frequencies (channelization not utilized).

Table 1.3. ATC Frequencies.

| Keesler Frequencies | | | Gulfport Frequencies | | |
|-------------------------|--------|---------|----------------------------|--------|--------|
| Tower | 120.75 | 269.075 | East Approach | 127.5 | 254.25 |
| Ground Control | 121.8 | 275.8 | West Approach | 124.6 | 354.1 |
| ATIS | 281.55 | | Gulfport Tower | 123.7 | 339.8 |
| METRO (weather) | 267.4 | | | | |
| Pilot-to-Dispatch (PTD) | 372.2 | | Houston Center Frequencies | | |
| | | | ZHU/ IAH | 127.65 | 288.15 |

1.10.3. Gulfport Approach provides ATC radar services for aircraft within approximately 50 NM of Keesler, up to 10,000 feet MSL. Gulfport Approach also is the approach control facility for Keesler and Gulfport Tower. Keesler coordinates with Gulfport Tower as required by the Gulfport Tower and Keesler Tower Letter of Agreement (LOA). During times when Gulfport Approach Control airspace is returned to Houston Air Route Traffic Control Center (ARTCC), Keesler shall coordinate air traffic with Houston Center IAW the Houston ARTCC and Keesler Airport Traffic Control Tower LOA.

1.10.4. Keesler Tower auxiliary generator powers the following equipment. ETVS, DBRITE, DALR, FDIO, Backup GRC-171/GRC-211, Backup 120.75/269.075, Houston/Gulfport Shout-lines, ATIS Recorder, ILS indicator communications line interference panel, TACAN indicator, Fire/Crash Net Radio, and RAMP Net.

1.11. Navigational Aids (NAVAIDs). The Keesler TACAN is located on the airfield as indicated in Table 1.4. The very high frequency omni-directional radio range tactical air navigation (VORTAC) aid is located offsite at Gulfport's airport.

Table 1.4. Navigational Aids.

| Facility Type | Identification | Bearing/Distance | Frequency |
|---------------|----------------|------------------------|-------------|
| VORTAC (L) | GULFPORT | 266 Degrees/7.7 NM | 109.0/CH 27 |
| TACAN (T) | BIX | 226.046 Degrees/0.8 NM | CH 55 |
| ILS | I-BIX | on field | 109.7 |

1.11.1. The no-NOTAM maintenance periods for the TACAN and the ILS are published in the IFR Supplement.

1.11.2. The power production personnel from BOS contract will put all NAVAIDs on generator power one hour per month after coordination with ATCALS Airfield Systems and the Tower. Maintenance personnel must get approval from the Tower at 228-377-3820 before transferring power at the Tower or before transferring power at a NAVAID, and before transferring power at transmitter or receiver sites. In addition, maintenance personnel must contact Base Weather at 228-377-3305 prior to transferring power at the glideslope due

to power distribution from the glideslope to the FMQ-19 weather sensor group. Response times are listed in Attachment 7. ATCALs restoral priorities are listed in Attachment 8.

1.11.3. In the event commercial power loss the following NAVAIDS are connected to UPS and to generators; TACAN, Localizer, and, glideslope.

1.12. Transient Alert (TA). See IFR Supplement for operating hours.

1.13. Automatic Terminal Information Service (ATIS) Procedures. The Keesler ATIS is designed to provide aircrews with current weather, field advisories, NOTAMs, and is operational during airfield operating hours on 281.55. If aircrews have any issues/concerns regarding the ATIS, contact the Tower CCTLR at 228-377-5683. Tower will broadcast the Bird Watch Condition (BWC), pertinent NOTAMs, and Runway Surface Condition if other than dry. Aircrews may also obtain the ATIS information by calling 228-377-ATIS.

1.14. Aircraft Special Operations Areas/Ramps.

1.14.1. Arm/De-Arm. Established location is on Taxiway Foxtrot (normally not required).

1.14.2. Engine Run-Up. The primary locations for maintenance engine runs (above ground idle) are Spots 1 - 3, 17 - 19, 24 - 25 and 29. Aircraft must face north for engine runs on Spots 17 - 19. Spot 17, 18 will be used as a last resort, pending Tower WS/SC/CIC approval.

1.14.3. Drag Chute Jettison Areas. Keesler does not have established drag chute jettison areas.

1.14.4. Hot Pit Refueling Areas. The designated hot pit refueling area is on Spot 24 at Taxiway Bravo. These procedures will only be utilized during contingency operations.

1.14.5. Combat Offload/On load Area. The designated combat offload/on load area is Taxiway Alpha near the Backline (refer to Keesler AFB Instruction 13-204, Para 7.19).

1.15. Aircraft Towing Procedures. Aircraft tows shall yield to taxiing aircraft. For safety and anti-theft/hijack procedures, maintenance members involved with aircraft tows must establish and maintain radio contact with the Tower (Ground Control) before the tow begins. All tows will be coordinated and follow established procedures. Aircraft tows are authorized only when the aircraft tow has been pre-coordinated with Tower (when the airfield is open) or Command Post (when the airfield is closed). **Note:** Crews will not use the word "clear" or "clearance" when requesting aircraft tows. The recommended phraseology will be "REQUEST TOW APPROVAL FROM (location) TO (location)."

1.15.1. 403d MOC and maintenance personnel shall notify the Tower via an appropriate direct dial line of a required tow of an aircraft in a specific spot, or requirement to move a specific aircraft from one location to another. If the notification is made through AMOPS, AMOPS will pass all information to the Tower and 81 SFS Base Defense Operations Center (BDOC).

1.15.2. Final authority to postpone or discontinue towing operations rests with the Tower based on aircraft ground movements, coordination, anti-hijack procedures or safety.

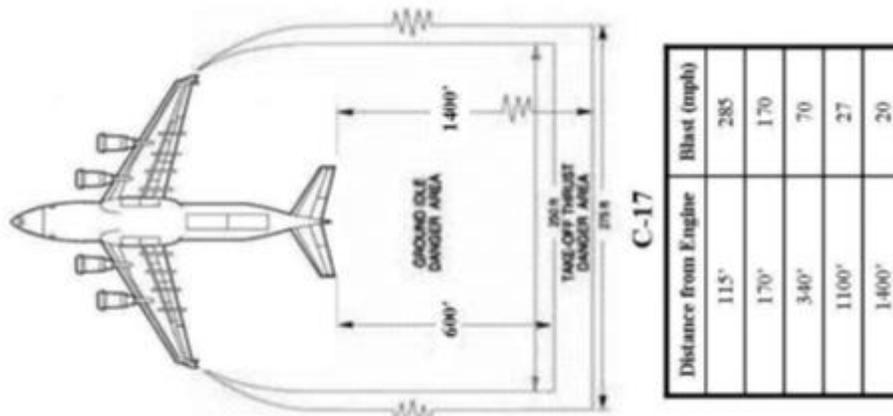
1.15.3. During times when the Tower is closed/unmanned, the 403d MOC shall notify the Keesler Command Post of all aircraft tows with termination time.

1.16. Aircraft Taxiing Requirements/Routes. Taxiway Echo is 50-feet wide. Only small-frame aircraft with wing span no greater than 43 feet may utilize Echo. Note: C-130 requires a Class B runway which is supported by a 75 ft. wide taxiway.

1.16.1. Aircraft with wingspans of 133’ and greater than will not taxi behind C-130s parked on Spots 1 – 15. Aircraft with a wingspan of less than 133’ may taxi behind Spots 1-14 during day to day ops, pending there are no large/heavy (i.e. C-17 or larger) aircraft parked on these spots (i.e. for contingency operations). For special events (i.e. contingencies, air show/open houses), aircraft taxi routes will be closely coordinated between Airfield Management, and Tower to ensure appropriate wingtip clearances. Note: C-130J wingspan is 132’ 7”.

1.16.2. Heavy-frame aircraft (i.e., C-17) will not taxi behind aircraft parked on Spots 1 - 16, 29, or 30. When engines are running or are about to be started, remain at least 25 feet to the front or 200 feet to the rear of any aircraft. **Note:** When operating near large aircraft, such as C-17, use extreme caution due to jet engine blast (recommended distance is 500 feet).

Figure 1.1. C-17 Jet Engine Blast.



1.16.3. Aircraft with wingspans less than 110 feet may taxi in and out of the Backline pending there are no wingtip clearance issues with other parked aircraft (i.e., aircraft parked on Spot 29). Aircraft with wingspans 110 feet or greater require a wing walker on the Backline.

1.16.4. The lateral clearance distance from taxiway centerline to parked or moving vehicles is 200 feet. When operating off the edges of a taxiway do not park or operate a vehicle within 200 feet of the taxiway center line. No vehicle will be parked and left unattended within 200 feet of the taxiway centerline.

1.16.5. Taxi lane Wingtip Clearance Marking. This marking is used to define the limits of the designated taxi route and ensure appropriate wingtip clearance for aircraft taxiing through Taxiway A. These markings consist of two yellow broken stripes, and are located along the length of Ramp 1. Vehicle operators will park or drive vehicles behind this marking when approached by an oncoming aircraft to ensure appropriate wingtip clearance is provided between aircraft taxiing on Taxiway A.

1.17. Airfield Maintenance Operations. Procedures established to ensure Keesler's airfield is free of Foreign Object Debris (FOD), grass/tree maintenance is accomplished, and runway rubber removal/painting is accomplished.

1.17.1. AMOPS will:

1.17.1.1. Determine what areas on the airfield require sweeping and relay detailed information to the sweeper driver.

1.17.1.2. Track/document on the AF Form 3616, *Daily Record of Facility Operation* areas that have been or need to be swept. If outside normal duty hours, contact EMCS at 228-377-4179 for sweeper requirements.

1.17.1.3. Ensure areas swept are annotated in the sweeper log book. Areas that need to be swept should be annotated on the Keesler Airfield Inspection Checklist.

1.17.1.4. Develop and maintain a current Airfield Discrepancy Log or electronic equivalent to track the status of open discrepancies and/or hazards on the airfield until corrected.

1.17.2. BOS contract personnel will:

1.17.2.1. Send a sweeper to AMOPS every day at approximately 0700L to sweep the entire airfield unless otherwise directed by AMOPS.

1.17.2.2. Expedite travel to AMOPS whenever a sweeper is requested. The sweeper should respond within 20 minutes. For after-hour operations, the sweeper must report to the airfield as expeditiously as possible, as but no longer than 1 hour after notification.

1.17.2.3. The sweeper will not be equipped with a metal-bristled brush to prevent possible FOD from the bristles.

1.17.3. Airfield Sweeping schedule:

1.17.3.1. Monday through Friday 0700L to 1100L.

1.17.3.2. On-call during weekends and compressed work schedule (CWS) Fridays.

1.17.3.3. Not normally operational on federal holidays.

1.17.4. Airfield mowers will cut the grass from 7" to 14" except in the ILS critical areas the grass shall not be higher than 12 inches 2000 feet in front of the localizer and 800ft in front of the glideslope to conform with grass height standards IAW 81 TRW Plan 212 (BASH Plan) and T.O31Z3-822-2, ATCALs site Requirements. ATCALs maintenance shall be notified when mowers are in the ILS critical area. Mowers operating in front of the ILS antennas can interfere with the radiation pattern for approaching aircraft. Mowers usually operate from 0600L to 1600L on the airfield. The direction of mowing will be from the runway outward.

1.17.5. AMOPS will work with BOS contractor personnel to remove trees and conduct tree surveys annually IAW AFI 13-204v3. AMOPS will also coordinate with BOS contract personnel to ensure trees/vegetation do not conflict with imaginary surfaces, primary surfaces and the frangibility zone or pose a potential hazard to air traffic. BOS contract personnel will plan and program to conduct these tree surveys and removal/control of trees and vegetation.

1.17.6. BOS contractor personnel will plan and program to remove rubber build-up on the runway annually. BOS contract personnel will also plan to re-paint the airfield IAW AFI 32-1042, *Standards for Marking Airfields*, ETL 04-2 Change 1, *Standard Airfield Pavement Marking Schemes*, and the following Table 1.5. or as needed:

Table 1.5. Airfield Painting Schedule.

| Airfield Area to be Re-painted | Time Schedule |
|--------------------------------|---------------|
| Runway | Annually |
| Restricted area markings | Annually |
| Taxiways | Every 2 years |
| Parking aprons/taxi lanes | Every 2 years |
| Vehicle driving lane | Every 2 years |
| FOD check point & stop signs | Every 2 years |

1.18. Runway Surface Condition Determination. The Airfield Manager (AFM) or designated representative is responsible for runway inspections during inclement weather or rapidly deteriorating weather (rain showers in the vicinity of the airfield or thunderstorms within 10 NM). Surface conditions will be identified as “wet” or “dry”. Runway Condition Reading (RCR) values are not available at Keesler. If standing water is present on the runway, it will be reported to within 1/10 of an inch. When water is the only form of visible moisture on 25 percent or more of the runway surface area (whether in isolated areas or not), report the RSC as “wet runway” and no RCR. Note: Regardless of a Wet or Dry RSC, report the existence, location, and depth of any standing water (ponding, water patches, puddles, etc.). A scattered water reading should be expected due to the grooving of the runway. Runway Surface Condition will not be reported when the airfield is closed.

1.18.1. AMOPS will notify RSC changes to the Tower, Keesler Command Post, 815 AS, and 53 WRS. The Tower will notify Gulfport Approach via landline and place the RSC of wet runway on the ATIS. AMOPS will transmit a NOTAM for RSC wet IAW 13-204V3, para 18.3.1..

1.19. Procedures/Requirements for Conducting Runway Inspections/Checks. An airfield inspection is required by AMOPS before the first aircraft landing/departure take-off each day IAW AFI 13-204v3 Chapter 17. AMOPS will request permission from the Tower before accessing the CMA. Airfield checks are also required for:

- 1.19.1. Bird/Wildlife Aircraft Strike Hazard (BASH).
- 1.19.2. In-flight/ground emergencies.
- 1.19.3. Reports of FOD.
- 1.19.4. Inspection of pavement conditions.
- 1.19.5. Runway intrusions/CMA violations.
- 1.19.6. Construction areas.
- 1.19.7. Arrival/departure of heavy-frame aircraft.
- 1.19.8. Spot inspections of airfield drivers.

- 1.19.9. Night time lighting checks.
- 1.19.10. Evaluation of runway surface condition.
- 1.19.11. After the Steinhawk Drop Zone (DZ) has been utilized.
- 1.19.12. Prior to the start of NVD operations.

1.19.12.1. AMOPS will also conduct an airfield check of the taxi routes.

1.20. Engine Test/Run-up Procedures. 403d MOC will contact the Tower prior to aircraft asking permission for an engine run/test or tow approval. Following this coordination, aircraft will contact Ground Control [Very High Frequency (VHF) 121.8 or Ultra High Frequency (UHF) 275.8] prior to engine start. Crews will monitor Ground Control frequencies continuously during maintenance engine runs. Crews will reduce power and shut down engines when directed by the Tower. Use of the Ramp Net is permissible only as a last resort if mechanical difficulties preclude the use of aircraft radios and after prior coordination with AMOPS and the Tower. **Note:** Crews will not use the word “clear” or “clearance” when requesting aircraft engine runs. The recommended phraseology will be “*REQUEST ENGINE RUN ON SPOT (location).*”

1.20.1. During published airfield closure hours, maintenance engine runs are normally not permitted unless mission-essential. 403d MOC will notify Keesler Command Post of all after-hours engine runs to include termination time.

1.20.2. Terminate all ground engine run operations immediately when lightning is within five nautical miles of the airfield. Do not resume operations until the warning is terminated.

1.20.3. Wind conditions permitting, position C-130 and larger aircraft for pre-takeoff engine run-up so prop blast is deflected by blast fences to prevent damage to property or injury to personnel. Do not position aircraft where prop blast will cross the runway without prior approval from the Tower.

1.20.4. The Tower will consider any engine start or taxi that has not been pre-coordinated as a potential hi-jacking situation and implement stop alert procedures IAW 81 TRW Plan 502, *Anti-hijacking and Prevention of Unauthorized Aircraft Movement.*

1.20.5. The primary locations for maintenance full engine runs are spots 1-3, 17-19, 28 and 29.

1.20.6. Spots 4 - 5 - 16, 20 - 23 and 30 may be used for ground idle runs only.

1.20.7. 403d C-130s aircraft engine operation while the aircraft is parked at the wash rack. “Motoring” the engines entails that the aircraft’s auxiliary power unit is started and the engine blades are allowed to gently turn without actually starting the engines. All “motor” operations shall be coordinated by the 403d MOC with the Tower before commencing and when the operation is complete. Additionally, MOC may require an engine run on Spot 30 after an aircraft has utilized the wash rack. MOC will coordinate with Tower via two requests: (1) tow from the wash rack to Spot 30 and (2) engine run on Spot 30.

1.21. Noise Abatement. Pilots will avoid over-flying the USAF Medical Center (located on the Back Bay approximately 1 mile east of the runway) and the VA Hospital (located 1 mile west of the runway) also on the Back Bay. All complaints of aircraft noise or activity will be referred to 81TRW/PA at 228-377-2783.

1.22. Protecting Precision Approach Critical Areas. Instrument hold lines are established to protect the ILS Critical Area glideslope signal during inclement weather. When the reported ceiling is less than 800 feet and/or visibility is less than two (2) miles, all aircraft and vehicles must hold at the instrument hold line on Foxtrot for Runway 21 when instructed by the Tower. When weather dictates, the Tower will broadcast on the ATIS, “INSTRUMENT HOLD PROCEDURES IN EFFECT.” The Tower will activate the Ploesti Drive traffic lights when aircraft are five (5) miles to fly to protect the glideslope Critical Area. The Tower will also comply with procedures in FAAO JO 7110.65, Para 3-7-6 regarding protection of the Precision Obstacle Free Zone (POFZ). Reference KAFBI 13-204, para 1.6.4.2. for activation of the traffic light on Ploesti Drive.

1.22.1. The Tower will not permit aircraft and vehicles past the instrument hold line area or in the Localizer Critical Area when an aircraft is 5-miles to fly on an ILS approach to Runway 21 whenever conditions are less than reported ceiling 800 feet and/or visibility less than 2 miles. See Keesler Instruction 13-213, *Airfield Driving Instruction* for vehicle traffic procedures, markings and signage on the airfield.

1.22.2. Glideslope Critical Area. The ILS (glideslope) Critical Area may not be protected due to vehicles near the marina. Figure 1.2. is a diagram of the glideslope critical area, Figure 1.3. is a depiction of the Localizer Critical Area and Figure 1.4. is a depiction of the POFZ. The Tower will restrict all vehicles and aircraft on the ground outside of the glideslope critical area and POFZ IAW Para 1.22.1. Tower will also reference A7.2.2.8. Below in attachment 7.

Figure 1.2. Glideslope Critical Area.

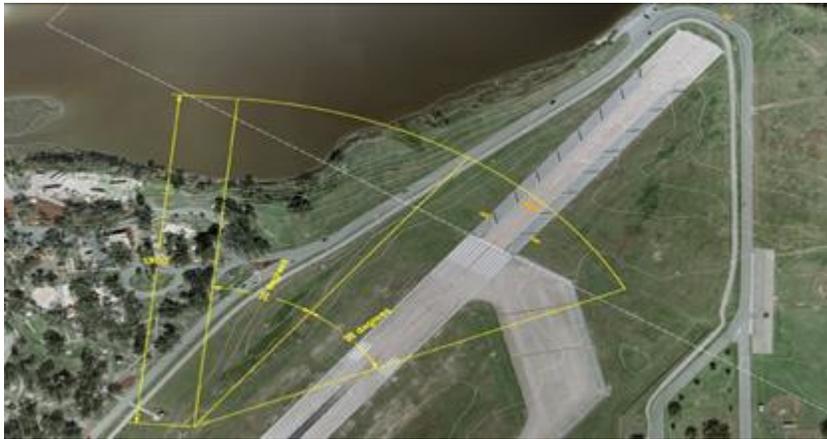


Figure 1.3. Localizer Critical Area.



Figure 1.4. Precision Obstacle Free Zone.



1.23. Restricted/Classified Areas on the Airfield. When there is a Protection Level 3 aircraft parked on Spots 1 - 14, 17 - 23, 28 - 29, Fuel-Cell Hangar, Wash Rack or anywhere on the airfield, personnel must have a restricted area badge or be escorted by an individual with a restricted area badge to enter restricted areas. There is no classified safe inside Airfield Management Operations. Keesler Command Post can store classified materials. Contact for Keesler Command Post is 228-377-4330.

1.23.1. Protection Level 3 or higher level aircraft parked in other than marked restricted areas shall have a cordon established around the aircraft (coordinate with BDOC). Aircraft that are not capable of flying within 72 hours do not require a cordon. Personnel entering/exiting the restricted areas must use the designated Entry Control Points (ECP).

1.24. Procedures for Suspending Runway Operations. The AFM or designated representative is the lead authority to suspend runway operations. The Tower WS/SC/CIC may also suspend runway operations for safety reasons (i.e., FOD on the runway) IAW 13-204v3 Chapter 21.

1.24.1. Runway operations are suspended when a heavy type aircraft (C-17) departs or lands at Keesler or after the arrival of an aircraft with an in-flight emergency (IFE). AMOPS must conduct a FOD check of the runway after the aircraft has landed or departed. Runway operations may also be suspended for other aircraft frames such as a Boeing 757 to ensure the area is free of foreign object. Runway operations can only be resumed when directed by the AFM or designated AMOPS representative.

1.24.2. Temporarily suspend or close runway operations when any unsafe condition affects runway operations (e.g., FOD, airfield construction, pavement repair, etc.).

1.25. Procedures for Opening and Closing the Runway. AMOPS will conduct an airfield check before opening/closing the runway IAW AFI 13-204v3 for airfield inspections and checks.

1.25.1. Opening: AMOPS will inform Keesler Command Post and 81SFS of opening, review NOTAMs with the Tower, perform opening airfield inspection checklist, obtain firefighting capability from the Fire Department, declare Bird Watch Condition with the Tower and notify the Tower, and Weather of Runway Surface Condition. AMOPS will also call Keesler Command Post to obtain control of the CMA and vehicle/engine run information. AMOPS will in turn pass vehicle/engine run information to Tower when AMOPS give control of the CMA to the Tower after completion of the CMA check. AMOPS will complete an airfield inspection prior to the start of wing flying activities. **Note:** For after-hours operations, see para 1.2. The Tower will withhold the aircraft's clearance and engine start until they have control of the CMA and the flight plan from AMOPS.

1.25.1.1. The Tower will obtain control of the CMA and information regarding vehicle operations and engine runs from AMOPS. The Tower will make a broadcast on all Local, and Ground control frequencies, and the Ramp Net that the Tower is open and vehicles must contact the Tower for CMA access. The Tower will utilize checklists as posted in Flight Operating Instruction FOI 13-1, *Control Tower Management*.

1.25.1.2. Temporary closures of the airfield in the event of unsafe conditions will only be reopened after AM has visually inspected the area and ensured that the area is safe to operate in. Long term temporary closures will be NOTAMed if the area cannot be returned to a safe operating condition in a short period of time.

1.25.2. Closing: AMOPS will inform Keesler Command Post, Weather, 81 SFS and the Tower of airfield/runway closure. For runway closures due to conditions outside of normal closing, AMOPS will execute the appropriate QRC and coordinate/publish the appropriate NOTAM.

1.25.2.1. The Tower will give control of the CMA to Keesler Command Post and make a broadcast over all Local and Ground control frequencies and Ramp Net that the Control Tower is closed IAW FOI 13-1.

1.25.3. The 81 TRW/CC is the approval authority for airfield closures not exceeding 96 hours. Airfield closures longer than 96 hours shall be forwarded to HQ AETC/A3OF NLT 30 days prior to the requested closure date for HQ AETC/A3 approval.

1.26. Local Flying Area/Designation of Airspace. Keesler's Airspace: The airspace extending upwards from the surface to and including 2,500 MSL within a 4.2 mile radius of Keesler AFB, excluding the portion west of longitude 89 degrees 00'00"W (see Attachment 3). This Class D airspace may be effective during the specific dates and times established in advance by a NOTAM IAW JO 7400.9, *Airspace Designations and Reporting Points*. The effective date and time will thereafter be continuously published in the Airport/Facility Directory IAW FAAO JO 7400.9. When the Tower is closed, the airspace reverts to Class Echo. Keesler Tower delegates 2,000 feet MSL and above and airspace on and south of Gulfport 115 radial within Keesler's airspace to Gulfport Approach. Gulfport Tower has Class Delta airspace. Gulfport's

Airspace is adjacent to Keesler's, it has a 4.5 mile radius and extends from surface up to and including 2,500 feet MSL.

1.27. Visual Flight Rules (VFR) Local Training Areas. All local VFR training areas should be coordinated with ATC. Functional check flights are referenced in the 403d Wing Instruction 21-101, *Functional Check Flights/Local Procedures*.

Chapter 2

VFR PROCEDURES

2.1. VFR Weather Minimums. The ceiling must be at or above 1,000 feet above ground level (AGL) and visibility must be equal to or more than 3 miles IAW AIM, para 3-1-5, Ref CFR 91.155.

2.2. VFR Traffic Patterns. The conventional rectangular traffic pattern is 500 feet MSL for rotary-wing and 1,000 feet MSL for fixed wing aircraft (see Attachment 3). Right turns are standard for Runway 21 and left turns for Runway 03. Tower controllers may adjust the traffic pattern to accommodate different aircraft traffic scenarios (i.e., left turns/left break for Runway 21 and right turns/right break for Runway 03). **Note:** Safety of flight takes precedence over noise abatement procedures.

2.2.1. Overhead Pattern. The overhead pattern is 1,500 feet MSL. The weather minimums are: ceiling must be 500 feet above the requested initial altitude and three (3) miles visibility.

2.2.2. Protection of the 360 Degree Overhead Pattern. If the overhead pattern is active, Tower will issue the phraseology “MAINTAIN AT OR BELOW 1,000 FEET UNTIL DEPARTURE END” in order to maintain at least 500 feet separation from overhead traffic patterns.

2.3. Special Procedures. Unmanned Aircraft Systems Operations are not utilized at Keesler. Refer to AFI 13-204v3, para 3.10. for the development of procedures should the requirement arise.

2.3.1. Helicopters. Helicopter traffic patterns will be as coordinated with the Tower. Requests to arrive/depart to/from other surfaces on the airfield will be handled on an individual basis IAW FAAO JO 7110.65. The established traffic pattern for helicopters is 500 feet MSL.

2.3.1.1. Traffic permitting, Tower controllers may allow helicopters to take off and land on the MA.

2.3.1.2. Helicopter landings on Taxiway Alpha are more convenient for the aircrew in many scenarios. The Tower shall ensure helicopter operations on the MA are de-conflicted with vehicular traffic.

2.3.1.3. When possible all helicopters with wheeled landing gear will ground taxi to/from parking. Helicopter hover operations are not normally authorized at Keesler due to FOD concerns. If necessary, hover operations will be conducted over paved surfaces. The preferred method is air taxi.

2.3.2. Flight Check. Observed or reported traffic considered in conflict with the flight check aircraft will be instructed by the Tower to hold or instructed to circle as appropriate until no conflict is assured. An advisory that a Flight Inspection is in progress shall be broadcast on the ATIS. Example: “FLIGHT CHECK IN PROGRESS, EXPECT DELAYS.

2.3.3. Paradrop Operations. The Steinhawk DZ is used for personnel or equipment drop training. AMOPS will ensure an appropriate NOTAM and airfield advisory is sent for DZ

and parachute activities affecting the Keesler runway. Personnel drops are scheduled through AMOPS.

2.3.3.1. The requesting agency will provide AMOPS with the following information no later than 24 hours prior to the proposed operations: date of jump/drop, type aircraft, call sign, aircraft organization, operational block time, altitude utilized for drop, number of passes/jumpers, and USAF/FAA agencies contacted by user.

2.3.3.2. AMOPS will notify Keesler Command Post, Tower, 81 SFS, 403d OG Current Ops, Flight Service Station (FSS), Golf Course club house, and 81 AMDS/CC (for ambulance support).

2.3.3.3. The Tower will activate the Ploesti Drive traffic lights to stop vehicular traffic only for **non-steerable** parachutes.

2.3.3.4. Airfield ops will be suspended during all drops.

2.3.3.5. Only standard airdrop training bundles will be used. The drop altitude is 400'-1,100' AGL.

2.3.3.6. The Tower will not allow vehicles/aircraft/personnel into the CMA or advise vehicles/aircraft/personnel on the MA.

2.3.3.7. No engine runs, or turning of the propellers using an APU or GPU.

2.3.3.8. No vehicles will operate on Ramp 1 when jumpers have commenced the drop.

2.4. Reduced Same Runway Separation Procedures (RSRS). Due to the short length of the runway RSRS cannot be utilized at Keesler.

2.5. Intersection Departures. Intersection departures are authorized as indicated below. Distances depict usable runway lengths from the intersection to the end of the runway. Controllers will issue feet available to departing military aircraft (see Attachment 2).

2.5.1. When a small plus/large/heavy aircraft utilizes the keyhole for departure, intersection wake turbulence separation of three (3) minutes will be applied IAW FAAO JO 7110.65 if an aircraft of a lower weight class departs from Taxiway Foxtrot/Bravo after the aircraft of a larger weight class.

2.6. VFR Reporting/Holding Points. The VFR reporting points are the Ocean Springs Bridge to the East and the Popp's Ferry Bridge to the West. Other common VFR points are listed in Table 2.1. below in relation to Keesler's Runway 03/21:

Table 2.1. VFR Reporting/Holding Points.

| VFR Reporting Points | Location |
|---------------------------|-------------|
| City of Biloxi | 4 miles ESE |
| Ocean Springs Bridge | 5 miles E |
| Edgewater Mall | 5 miles WSW |
| Power Plant | 6 miles W |
| VFR Holding Points | |

| |
|----------------------------|
| Beau Rivage (TIKI) |
| Popps (POPPS) Ferry Bridge |

2.6.1. The Tower may utilize alternate holding/reporting points as deemed necessary (i.e., Imperial Palace) or distances from the field (2 miles West or East).

2.7. Tactical Arrivals (Random Steeps/Shallows). (See Attachments 4, 5 and 6 for diagrams depicting Random Steeps/Shallows).

2.7.1. These maneuvers are considered non-standard IAW FAA guidance and approval/disapproval of the maneuvers rests with the Tower WS/SC/CIC. These maneuvers shall only be approved for base-assigned 403d WG aircraft unless directed otherwise by the 81 TRW/CV. The maneuvers may be flown from any cardinal direction in VFR conditions.

2.7.2. Restrictions.

2.7.2.1. Tactical approaches are not authorized when arrivals on an instrument approach are within (five) 5 NM from the airfield.

2.7.2.2. No more than two sequenced tactical approaches will be permitted at one time.

2.7.2.3. Avoid over flight of the VA hospital and Keesler AFB hospital. If the Tower directs an aircraft to break out, the controller will expect the aircraft to exit the pattern to the South unless otherwise instructed.

2.7.2.4. For local pattern work remain within 4.2 nautical miles (NM) of Keesler to the East and 3 NM South unless previously coordinated with the Tower. Remain at or below 1,500 feet AGL unless coordinating for a random steep approach.

2.7.2.5. The flight crew will not delay the run-in after calling TIKI/POPPS inbound without notifying the Tower.

2.7.2.6. The flight crew will obtain approval from tower if breaking (commencing tear drop) prior to crossing over the runway on a TIKI/POPPS approach. The landing runway shall remain the same unless otherwise approved by tower.

2.7.3. Tactical departures are not utilized at Keesler.

2.7.4. Random Shallow Approaches: Low altitude (approximately 500 feet AGL) approaches which can be initiated from any direction. The most common types of approaches are straight-in, teardrop, abeam and downwind. The common local abeam approaches are the TIKI and Popps Bridge arrivals.

2.7.4.1. TIKI Approach, Runway 03/21 (Random Shallow Abeam).

2.7.4.1.1. Runway 03 takeoff: Use an East turnout remaining over the bay and gulf with a continuous right turn until initiating the run-in.

2.7.4.1.2. Runway 21 takeoff: Use an East turn out and then a left turn to reverse direction.

2.7.4.1.3. Arrival: Initiate the approach just west of the Beau Rivage Casino no lower than 500 feet AGL. Aircrews may coordinate with the tower to break prior to

crossing the runway for a downwind approach or after crossing the runway for a beam approach for either the active runway or opposite direction, traffic permitting.

2.7.4.2. Pops Approach, Runway 03/21 (Random Shallow Abeam):

2.7.4.2.1. Runway 03 takeoff: Use a West turnout and then a left turn to reverse direction.

2.7.4.2.2. Runway 21 takeoff: Use a West turn out and then a right turn to reverse direction.

2.7.4.2.3. Arrival: Initiate the approach from around the Pops Ferry Bridge and remaining within four (4) NM of Keesler. Remain clear of Gulfport airspace and do not overfly the VA hospital on approach. Aircrews may coordinate with the tower to break prior to crossing the runway for a downwind approach or after crossing the runway for a beam approach for either the active runway or opposite direction, traffic permitting.

2.7.5. Random Steep Approaches: Practice Random Steep Approaches: Random steep approaches will typically begin at 4,500 MSL, but may begin at higher or lower altitudes and from any direction if coordinated. The aircraft will make turns as required to roll out on short final. The aircraft will lose half its altitude on the first turn to 2,500 feet MSL. At base turn, the aircraft altitude will be between 1,000 – 1,500 feet MSL. The aircraft will roll out on final no less 150 feet AGL. The descent will require one 360 degree turn per 4,000 feet of altitude to lose. **Note:** Pilots will notify the tower once they begin their descent.

2.7.5.1. Turn reversals are authorized as long as the landing runway remains the same. **Note:** If already under the Tower's control, remain at or below 1,500 feet MSL until cleared for the approach (coordination required with Gulfport Approach). Pilots will notify the Tower once they begin their descent from 4,500 feet MSL.

2.8. Keesler Formation Recoveries. Typical formation recoveries are the overhead and downwind approaches, however, other random approaches may be coordinated. Avoid over flight of the VA hospital and Keesler AFB hospital. Do not delay any run-in without coordinating with the tower.

2.8.1. Restrictions: See Paragraph 2.7.1. Since formation recoveries are typically initiated from outside Keesler local airspace, aircrews will establish radio contact with the Tower prior to entering the Class Delta airspace.

2.8.2. Overhead Recovery: Aircrews will typically report a three- to five-mile initial with the Tower for the overhead. Direction of the break will be as directed by the Tower. The entry for the overhead is usually commenced from 1,500 feet MSL at 200 KIAS. Longer initials will place the arrival outside of tower-controlled airspace, and must be coordinated through Gulfport Approach.

2.8.3. Downwind Recovery (also called High-Speed Downwind Recovery): Aircrews will establish radio contact with the Tower prior to entering the Class Delta airspace and maneuver as approved by the Tower for the downwind. The entry for the downwind is usually commenced from 1,000 feet MSL at 200 KIAS.

2.8.4. Random Steep/Shallow Approaches: Coordinate with the Tower on the specific type of approach desired. Tower must coordinate with Gulfport Approach several minutes in advance.

2.8.5. High-Speed Straight-In, Runway 03/21:

2.8.5.1. The run-in will establish the aircraft on a 4 - 6 NM final before initiating the slowdown.

2.8.5.2. The setup for this approach may place the aircraft in airspace outside the jurisdiction of the Tower and requires coordination between the Tower and Gulfport Approach prior to approval.

Chapter 3

IFR PROCEDURES

3.1. Radar Traffic Patterns. No radar traffic patterns are published for Keesler AFB. Expect radar vectors from Gulfport Approach. Aircraft requesting multiple instrument approaches to Keesler AFB should make their request with Gulfport Approach or Keesler Tower.

3.2. Availability for Surveillance and Precision Approach Radar (PAR) Approaches. Surveillance and PAR approaches are not available at Keesler.

3.3. Local Departure Procedures. The standard climb-out procedures for Runway 03/21: ATC will issue all departing aircraft “FLY RUNWAY HEADING MAINTAIN 2,000” to aircraft conducting initial climb-out departures.

3.3.1. When the overhead pattern is in use local departure procedure will be: For Runway 03/21, after completing a low approach, missed approach, touch-and-go, and stop-and-go, all aircraft will fly runway heading maintain at or below 1,000 feet until departure end of runway, then climb and maintain 2,000 feet to protect the 360-degree overhead pattern.

3.3.2. IAW AFI 11-202V3, *General Flight Rules*, Chapter 3 and 8, an aircraft on an IFR flight plan may cancel IFR and remain VFR as long as the aircraft remains under control of Keesler Tower. If the aircraft then wants to depart Keesler Tower’s jurisdiction after this time (i.e., to depart Keesler for Stennis or be vectored for an instrument approach by Gulfport), the pilot will contact AMOPS via any means necessary to amend the flight plan (i.e., telephone, Pilot-to-Dispatch) before departing Keesler Tower’s airspace. AMOPS is required to have a current/correct flight plan on file for all aircraft departing Keesler AFB.

Chapter 4

EMERGENCY PROCEDURES

4.1. Operation of the Primary Crash Alarm System (PCAS) and Secondary Crash Net (SCN). The Tower activates the Primary Crash Alarm System (PCAS) for initial notification of emergencies, incidents, mishaps and/or exercises pertaining to aircraft on the airfield environment. Additionally, any pertinent follow-up information received by the Tower should be relayed via the PCAS. AMOPS will then activate the Secondary Crash Net (SCN) following each PCAS activation.

4.1.1. PCAS Activation. Agencies listed on the PCAS will respond immediately upon activation of the crash phone. Normally, the Tower will not transmit emergency information until the phone's monitor indicates all agencies are on the line. AMOPS is required to keep a copy of AETC Form 745, *Emergency/Accident and Hazardous Cargo Log*, for each emergency.

4.1.2. PCAS Agencies. The following agencies are included on the PCAS: Tower, AMOPS, Base Fire/Crash Station, Emergency Room and Flight Surgeon.

4.1.3. Operational Checks. The Tower will make an operational check of the PCAS between 0800L -- 0815L Mon – Fri, 1100L -- 1115L Sat – Sun and 1300L -- 1315L on UTA weekends. During the check, each individual responding for an agency will respond with clarity, their initials, and remain on the line until released by the Tower. AMOPS will make a similar check of the SCN after the PCAS daily operational check. All agencies will report crash net problems to the Telephone Trouble Section at 377-2130. Additions/deletions or changes to the SCN are to be coordinated through the AFM and approved/disapproved by the OSF/CC. Additions to the PCAS with receive-only capability, are approved by OSF/CC.

4.1.3.1. In the event the SCN is out of service AMOPS will call the individual agencies using the emergency contact numbers listed on AETC Form 745 located inside AMOPS. AMOPS will test the SCN backup procedures at least quarterly IAW AFI 13-204v3. Notify SCN agencies by telephone. Annotate the SCN backup check on AF Form 3616.

4.1.4. Crash Net Discipline. All agencies listening on both the PCAS/SCN will remain silent until all information has been passed. Hold questions until the initial message has been transmitted and a roll call of all agencies is complete. Telephone discipline is imperative on these nets. All agencies having talk capability on the PCAS/SCN will use push-to-talk handsets and should locate them at the agency control center. All parties must remain on the line until the Tower or AMOPS advises "SECURE THE NET."

4.1.5. Activation of PCAS. The Tower will activate the PCAS:

4.1.5.1. When there is an IFE inbound to Keesler.

4.1.5.2. An aircraft incident/accident occurs on the airfield or near the airfield as observed by the Tower.

4.1.5.3. An emergency is declared by a pilot or maintenance personnel in an aircraft on the ramp/parking area (i.e., hot brakes).

4.1.5.4. Unauthorized movement of aircraft is observed or suspected.

4.1.5.5. During a suspected hijack of an aircraft arriving or departing Keesler (refer to 81TRW Plan 502, *Anti-hijacking and Prevention of Unauthorized Aircraft Movement*).

4.1.5.6. A bomb threat is received or when information is received that a bomb may have been placed on aircraft or surrounding areas.

4.1.5.7. As requested by an aircraft pilot or personnel responsible for the aircraft, Duty Officer, AMOPS, Keesler Command Post, Fire Department or the Tower WS/SC/CIC.

4.1.5.8. As required to support base exercises pertaining to the airfield and aircraft emergencies.

4.1.6. SCN Activation. The SCN is activated by AMOPS to immediately relay information received from the PCAS. In addition, the SCN will be activated when a ground incident/accident occurs on or near the airfield. The SCN shall be used to relay all pertinent information such as accident location, safe route, entry control point etc. Additionally, the SCN will be activated as needed during base exercises involving aircraft or the airfield environment.

4.1.7. SCN Agencies. The following agencies are included on the SCN: Base Fire Department, Emergency Room, BOS contract personnel Readiness/Disaster Preparedness, BOS contract personnel CE, Keesler Command Post, Weather, 81 MSG/CC, 81 SFS, 81 TRW/PA, 403d MOC, 81 TRW/SEF, 53 WRS Duty Officer, and Flight Medicine.

4.1.8. SCN Activation. In the event AMOPS receives ground emergency information by landline or telephone, AMOPS will activate the SCN. All primary agencies are on the SCN with the exception of the Tower. AMOPS will subsequently notify the Tower of the emergency situation.

4.2. Emergency Response Procedures. Aircrews are primarily responsible for declaring ground or IFEs. An IFE may also be declared by ATC or officials responsible for the operation of the aircraft. When able, the aircraft commander should point the aircraft's nose into the wind. The Incident Commander (IC) will establish a cordon as situation/size up requires. Cordon normally 75 feet upwind, 200 feet downwind for aircraft with engines running. IAW NFPA Standard 1500; section 8.5.18. during aircraft incident; the initial IDLH (Immediately Dangerous to Life or Health) zone will be set at 75 feet from skin of aircraft. After size up; IDLH will be adjusted by IC as situation dictates. **Note:** For hydrazine incidents, the Tower will activate the PCAS and direct the aircraft to Taxiway Foxtrot.

4.2.1. Any individual who becomes aware of aircraft emergency situations (on or off base) will use any means available to relay the necessary information to any agency capable of initiating emergency procedures (the Tower, Duty Officer, Fire Department, Keesler Command Post, AMOPS, etc.).

4.2.2. When a landing emergency aircraft is 10 miles to fly, no aircraft will be allowed to land, taxi or be towed. The Tower will activate the Ploesti Drive traffic lights to stop vehicular traffic at the North end of the airfield. The Tower will also activate the bailout alarm to alert personnel working in the glideslope shelter located in close proximity to the runway of an inbound emergency aircraft that may present a potential hazard to personnel at the glideslope.

4.2.3. Runway operations will be suspended once the emergency aircraft passes the landing threshold. Runway closure, if necessary, is at the discretion of AMOPS. After runway operations have been suspended, the Tower releases the runway to the Senior Fire Officer (SFO) if the aircraft remains on the runway or the runway side of the VFR hold line at one of the taxiways.

4.2.4. All emergency response vehicles will stage on the taxiways as applicable and await the arrival of the landing aircraft or approach the aircraft already on the ground. The Fire Department shall obtain approval from the Control Tower prior to entering the CMA and make an assessment of the situation and take appropriate measures.

4.2.4.1. Additional vehicles (i.e., Security Forces or Ambulance) shall not enter the CMA or runway environment unless asked for by the Incident Scene Commander for support purposes and only after receiving approval from the Tower. These vehicles will hold short of the CMA. Emergency response vehicles shall ensure they have approval from the Tower prior to entering the CMA and not assume they have approval, which would lead to a CMA violation or a possible runway incursion.

4.2.4.2. Some scenarios may require Fire Department vehicles to drive over restricted area lines without using established entry control points.

4.2.5. Upon termination of any emergency by the SFO, AMOPS will make a check of the runway for FOD or pavement discrepancies/failures. After the runway check is complete, AMOPS is the final authority for resuming/reopening normal operations.

4.2.6. No aircraft will be cleared for takeoff or to land prior to AMOPS inspecting the runway and confirming runway operations may resume.

4.2.7. Persons declaring emergencies (ground or in-flight) should provide the following information: aircraft identification (call sign/tail number) and type, nature of emergency, pilot's desires/intentions, and fuel remaining in time. Any additional information will be obtained if time/situation permits.

4.2.8. Ultimately, emergency information must be passed to the Tower to activate the PCAS. If unable to contact the Tower, notify AMOPS who will activate the SCN. AMOPS will then notify the Tower by landline.

4.2.9. The Tower will silence the bailout alarm and deactivate the Ploesti Drive traffic light after the aircraft lands and no longer poses a hazard to personnel at the glideslope shelter. Personnel working at this shelter will be notified when the emergency is terminated.

4.2.10. The following are agencies that utilize emergency vehicles: AMOPS, Safety, 81 SFS, Crash/Rescue, and ambulance equipment (when their duties require deviation from normal operations). All vehicles will yield the right of way to emergency vehicles responding to an emergency.

4.3. Fuel Dump and External Stores Jettison Area Procedures. Aircraft requiring fuel dumps, fuel tank drops or jettison areas will be directed to Keesler's designated jettison area. This area is located between the 228 and 235 radial from 48 Distance Measuring Equipment (DME) to 68 DME off the Brookley VORTAC from 3,000 feet MSL up to, but not including flight level 180.

4.3.1. Aircraft operating IFR/VFR under Keesler tower's control will notify Keesler tower of an emergency requiring fuel dump or jettison as soon as possible. Keesler tower will coordinate with Gulfport Approach Control to provide emergency aircraft with appropriate instructions for departing Keesler's airspace enroute to the fuel dump/jettison area.

4.4. Emergency Arresting/Barrier Gear Procedures. Keesler does not have arresting gear or barriers on the airfield; therefore no procedures are in place (see Keesler AFB Instruction 13-204, para 1.8., regarding fighter-type aircraft).

4.5. Hot Brake Area and Procedures. The hot brake area is the Northern-most portion of the run-up area at Spot 25. Spot 24 is also utilized for hot brakes for aircraft landing Runway 21 (see Attachment 2). The Tower will activate the PCAS when an aircraft reports hot brakes.

4.5.1. Aircraft with suspected hot brakes should, if able, exit at the end of the runway. The SFO is responsible for all firefighting and brake cooling actions. **Warning:** Brakes reach their highest temperature approximately 15 minutes (20-30 minutes for C-130 aircraft) after maximum braking. A 300-foot cordon is established and maintained until the SFO has declared the area safe.

4.6. Abandonment of Aircraft. The designated bailout area is three miles or more North of the Keesler TACAN heading 360. Flight crews may also abandon aircraft on heading 180, three miles or more South of Keesler TACAN over the water.

4.6.1. After receiving the location of the abandoned aircraft from the Fire Department or other designated agency, the Tower (if able) and AMOPS will plot and broadcast aircraft coordinates over the PCAS and SCN and implement Crisis Action Team checklist E-2.

4.7. Emergency Locator Transmitter (ELT) Signals. An ELT signal may be tested during the first five minutes of each hour and limited to three audio sweeps for ground maintenance testing of equipment. Aircrews or maintenance personnel requiring a test of the ELT at other times will coordinate with the Tower or AMOPS prior to the test. The Tower WS/SC/CIC is the final approving authority for such tests. An individual accidentally activating an ELT will immediately report the incident to the Tower.

4.7.1. If the Tower hears an ELT signal that hasn't been pre-coordinated, Tower will contact Gulfport to verify if they are also receiving the signal. If still receiving the alarm, the Tower will immediately report all information to AMOPS. AMOPS will then take action IAW their applicable Quick Reaction Checklist (QRC).

4.8. Hung Ordnance/Hot Guns/Hung Flare Procedures. The only hung ordnance procedures in place at Keesler entail that aircraft are not authorized to land at Keesler unless under emergency conditions or as approved by the 81 TRW/CV. Do not allow aircraft with hot guns/munitions to face in the direction of housing or occupied areas until the weapon has been secured by the aircraft commander. After such time, the aircraft will be parked on Spot 25 heading 360. The aircraft commander is ultimately responsible for securing the weapons systems. Aircrews will conduct a flare check in the hot brake area immediately after clearing the runway following a mission in which flares were expended. If a hung flare(s) (partial ejection) is detected, the aircrew will notify Command Post that munitions/EOD support is required and shut down the aircraft in the hot brake area. The aircraft will remain in the hot brake area until EOD personnel can remove the hung flare(s). AMOPS will send a NOTAM closing that area when the hung flare aircraft has arrived and parked.

4.9. Tower/AMOPS Evacuation/Wind Limitation. The Tower/AMOPS will be evacuated when personnel are endangered by fire, electrical hazards, bomb threats, severe weather, when directed by the SFO or any other situation/condition deemed necessary by the Tower: WS/SC/CIC, AMOPS: AFM/AAFAM/AMOM/AMSL.

4.9.1. The Tower will give control of the airspace to Gulfport, and the Class Delta will revert to a Class Echo under control of Gulfport Approach.

4.9.2. High wind limitations have been set at 50 knots (steady or gust) for the Tower. The primary concern during high wind conditions is the threat of flying glass and debris.

4.9.3. AMOPS will activate the SCN and inform all agencies and contact the tower. AM will evacuate to the alternate facility.

4.10. Evacuation Tasks. Prior to evacuating the facility, Tower and AMOPS will:

4.10.1. Tower: Prior to leaving the Tower, controllers will activate the PCAS stating “KEESLER TOWER IS EVACUATING TO (location) DUE TO (condition), CONTACT AMOPS FOR UPDATES”.

4.10.2. Notify Gulfport Approach of evacuation and the reasons why.

4.10.3. Broadcast on all assigned ATC frequencies that the Tower will be evacuated and to notify aircrews to contact Gulfport Approach for clearances to land at Gulfport (if required).

4.10.4. Broadcast via the ATIS “KEESLER TOWER HAS EVACUATED DUE TO (conditions), CONTACT GULFPORT APPROACH OR KEESLER PILOT-TO-DISPATCH FOR UPDATES.”

4.10.5. Turn off all airfield lighting (if necessary).

4.10.6. Tower personnel will evacuate the entire facility and determine the safest method to evacuate.

4.10.7. AMOPS will activate the SCN and announce to base/tenant/transient flying units, CE, Safety (SE), Command Post (CP), Fire Department (FD), Security Forces (SF) and Unit Airfield Driving Program Managers (ADPM) that the Tower is evacuating and the Tower’s intentions. Also include any conditions that may impact the airfield and/or flying operations.

4.10.8. Format, transmit and circulate NOTAM/airfield advisories to: Keesler Command Post, 403d MOC, Fire Department, and Central Security Control. AMOPS will forward NOTAMs and airfield advisories to the evacuation location via landline.

4.10.9. AMOPS: In the event of an evacuation from the Base Operations building, AMOPS will activate the SCN and notify all parties on the net including the Flight Service Station and evacuate to building 0234.

4.10.10. If the tower evacuates the airfield will be closed and a NOTAM will be issued by AMOPS.

4.11. Evacuation Plan/Alternate Tower/AMOPS Facility. The Tower stairs should be the primary method for evacuation. The Tower will evacuate to AMOPS as the primary evacuation site. If AMOPS has also evacuated, the Tower will evacuate with AMOPS (if required).

4.11.1. The Fire Department ladder truck will be the secondary means of evacuation in case of fire for tower personnel.

4.11.2. AFI 13-204v3 discusses the requirements to establish an alternate ATC facility. Currently, there is no designated alternate tower facility to sustain ATC operations at Keesler. In the event of unexpected emergency conditions, 81 TRW/CV or designated representative determines if there is a need to sustain ATC services.

4.12. Facility Re-entry. Resume Tower operations as directed by the 81 OSF/CC or Tower CCTLR after it has been determined that it is safe to re-enter. The Tower pre-duty checklist will be re-accomplished.

4.12.1. Advise AMOPS to cancel published NOTAMs regarding the closed airfield. Notify appropriate agencies and/or individuals that Keesler Tower has returned to service.

4.13. Aircraft Recall Procedures. The 403d WG/53d WRS Duty Officer(s) or Keesler Command Post will advise the Tower when either a weather or operational recall of airborne aircraft is required. The Tower will transmit on all available frequencies "ATTENTION ALL KEESLER AIRCRAFT, KEESLER TOWER ON GUARD THIS IS A RECALL." The transmission will be repeated two times and again one minute after the initial call.

4.14. Stop Alert Procedures. Aircraft which land or move at Keesler without clearance will be handled IAW Stop Alert Procedures. Tower will activate the PCAS IAW 81TRW Plan 502. At no time will the aircraft be allowed to taxi onto Taxiway Alpha from the runway. Any movement of the aircraft from the runway/taxiways will be handled by MX tow crew personnel unless otherwise directed/approved by the 81TRW/CV or designated representative. Further movement of the aircraft will also be at the discretion of the 81 TRW/CV or designated representative.

4.14.1. A Stop Alert will be initiated on unauthorized aircraft taxi movements, observed engine runs without clearance/coordination and/or when a departure authorization cannot be immediately established or verified with the Tower. **Note:** A flight progress strip that arrives via the FDIO does not provide authorization for an aircraft to arrive or depart Keesler. Controllers shall pre-coordinate with AMOPS to confirm the aircraft is approved to land or depart before the aircraft is given departure or arrival instructions.

4.15. Hijack Prevention and Response Procedures. Refer to 81 TRW Plan 502, *Anti-hijacking and Prevention of Unauthorized Aircraft Movement*.

4.16. Actions Following an Aircraft Mishap. The 81 OSF/CC will coordinate on base mishap notification procedures to ensure appropriate base agencies and senior leadership is notified of a mishap in a timely manner. To ensure ATC facilities are appropriately focused on mishap response activities and control of aircraft, only notification procedures directly associated with timely relay of data and mishap response activities should be designated to controllers in ATC facilities IAW AFI 13-204v3 and 81 TRW Plan 91-204, *Mishap Response Plan*. Tower and AMOPS will implement Crisis Action Team Checklist E-1 or E-2. **Note:** Do not release the names of personnel involved in an aircraft mishap. All inquiries from non-mishap response personnel must be directed to 81 TRW/PA.

4.17. Simulated Flameout Procedures. Simulated flame out approaches are not permitted at Keesler.

Chapter 5

AIRFIELD MOVEMENT AREA (MA) VEHICLE/PEDESTRIAN OPERATIONS

5.1. Responsibilities. Keesler's Airfield Driving *Supplement* is derived from AFI 13-213, *Airfield Driving* and AFOSHSTD 91-203 *Aircraft Flightline- Ground Operations and Activities*. This instruction provides an overview of Airfield Management, airfield agency and unit commander responsibilities for control of vehicle/pedestrian operations on the airfield.

5.2. Airfield Driving Requirements. See Keesler Supplement to AFI 13-213, *Airfield Driving Instruction* for airfield driving requirements.

5.3. Privately Owned Vehicles (POV) on the Airfield. See Keesler Supplement to AFI 13-213, *Airfield Driving Instruction*.

5.4. Airfield Driving Violations and Penalties. See Keesler Supplement to AFI 13-213, *Airfield Driving Instruction*.

5.5. Vehicle Traffic Procedures. See Keesler Supplement to AFI 13-213, *Airfield Driving Instruction*.

5.6. Vehicular Call Signs. See Keesler Supplement to AFI 13-213, *Airfield Driving Instruction*.

5.7. Emergency Vehicle Operations. See Keesler Supplement to AFI 13-213, *Airfield Driving Instruction*.

5.8. Airfield Construction/Work/Maintenance.

5.8.1. Airfield Coordination for Construction. All operations on the airfield not addressed in this instruction shall be coordinated through the 81 OSF/CC or AFM for 81 TRW/CV approval. Individuals responsible for areas/buildings on or bordering the airfield must coordinate work orders through 81 OSF/OSAM before construction is started. In addition, the AFM must approve all construction and installation work and building/digging permits in the airfield environment or that violate airfield criteria IAW UFC 3-260-01, *Airfield and Heliport Planning and Design*. All airfield construction projects shall be thoroughly coordinated with all airfield users and ATCALs maintenance prior to commencing to maximize airfield safety.

5.8.2. Before a crane is erected on base or airfield environment, organizations planning to sponsor any construction or alterations which may affect navigable airspace, must file an FAA Form 7460-1, *Notice of Proposed Construction or Alteration*, with the FAA 30 days before construction begins IAW (FAR) Part 77, *Objects Affecting Navigable Airspace*. Send to: Federal Aviation Administration, ATTN: ASO-600 P.O. Box 20636 Atlanta, GA 30320-063. The AFM and TERPS specialist must be notified five (5) days in advance of any crane operation to ensure flying operations are not impacted. Users may also submit this form online at <https://oeaaa.faa.gov>. **Note:** When a crane or equipment is located on or near the airfield, it will be removed/lowered or illuminated at night.

5.8.3. AMOPS will closely monitor all contractors and construction activity and document activity on AF Form 3616, to include times when the construction commences and ends, as applicable. A large pre-construction meeting will be held with all airfield users to

brief/discuss all phases of the project. An airfield construction project local operating procedure will be developed and disseminated to all airfield users, ATCALS maintenance, and Airfield Driving Program Managers. These procedures and briefings should highly stress compliance with established airfield driving procedures to mitigate the potential for CMA violations and runway incursions.

5.8.4. AMOPS will also notify all Airfield Driving Program Managers and the following agencies of conditions that may impact the airfield and/or flying operations: 81 TRW/SE, 53 WRS, 815 AS, 81 SFS, Fire Department, BOS contract personnel, Keesler Command Post, 403d MOC, 403d WG/SE, and Control Tower. These notifications will include alerting airfield drivers of runway closures, opening, and construction activity on the airfield.

5.8.4.1. Examples of airfield conditions include but are not limited to runway, apron or taxiway closures, parking spot closures, construction projects, and/or repair activities, temporary obstructions, wing exercises, after hour openings of the airfield, and availability of airfield lighting or navigational aid systems.

5.8.5. Prohibit low approaches, restricted low approaches and practice landings when airfield activities (construction, grass cutting, etc.) are in the vicinity of or on the runway.

5.9. Perimeter Road. The perimeter road around the airfield, Ploesti Drive, is designated as the primary route for all traffic to gain access to areas north of the runway. Taxiways and the runway will not be used as a convenient access to facilities.

5.10. Foreign Object Debris/Damage (FOD) Prevention. In order to prevent FOD the following precautions will be taken by all personnel on the airfield:

5.10.1. In accordance with AFI 13-213, all vehicles entering the airfield will perform a roll over FOD check to ensure all FOD is removed the vehicle's tires. All drivers will inspect vehicle tires and other areas encompassing the vehicle for FOD material prior to entering the airfield and upon leaving any construction areas on the airfield. All vehicles will have a FOD can or container to deposit any potential FOD materials.

5.10.2. Pick up potential FOD material on the airfield. Contact AMOPS via the Ramp Net or at 377-2120 if a sweeper is needed.

5.10.3. Vehicles should be operated on concrete surfaces only. If a vehicle leaves a paved surface, check all tires for rocks and other debris upon re-entry to the paved surface.

5.10.4. Close truck doors, tailgates and tool compartments prior to entering the airfield.

5.10.5. Units will ensure their FOD prevention program thoroughly covers airfield vehicle operations.

Chapter 6

AIRFIELD ADMINISTRATION

6.1. Airfield Operations Board (AOB) Membership. The AOB is chaired by the 81 TRW/CV and provides a forum for discussing, updating and tracking various activities in support of the Wing flying mission and the airfield IAW AFI 13-204v3. The 81 OSF/CC is designated as the recorder. The Keesler AOB will usually convene quarterly in the months of January, April, July and October.

6.1.1. The following items require an annual review, unless otherwise noted by parenthesis IAW AFI 13-204. The review will be conducted during the month and will be discussed at the specific AOB (refer to Table 6.1. below).

Table 6.1. Keesler AOB Discussion Items.

| AOB Discussion Item |
|--|
| Airspace Review |
| ATC/flying Procedures |
| Military, FAA, or Host Nation concerns |
| Airfield Operations Flight Staffing |
| ATCALs |
| Airfield Environment |
| UEI |
| Airfield Driving Program |
| Runway intrusions/Controlled Movement Area Violations |
| HATRs |
| LOP Review (January) |
| TERPS (April) |
| Air Installation Compatible Use Zone (AICUZ) Optional (July) |
| Result of annual self-inspection (October) |
| Special Interest Items (January) |
| Annual Airfield Certification/Safety Inspection/Joint Inspection (April) |
| Aircraft Parking Plan (July) |

| |
|---|
| Status of existing airfield waivers (October) |
|---|

6.1.2. The 81 TRW/CV will ensure the required attendance of members, discussion of agenda topics, tracking of open items and documentation of board meetings (minutes).

6.1.3. Board membership will include, but is not limited to, personnel from the following units/agencies: 81 OSF/OSAM, 81 TRW/CV, 81 MSG/CC, 403 MXG/CC, 403 OG/CC, 403 WG/SE, 81 TRW/SE, 81 OSF/CC, 81 OSF/OSA, 81 SFS/CC, 81CONS/LGCM, CSC/WSO, 81 TRW/SE, AFREP, BOS/PM, BOS/CE, 815 AS/DO, 53 WRS/DO, 81 ID/IDF, 81 ID/IDA, CSC/CEC, 403 MXG/MXQ, 403 OSS/OSK BOS contract Personnel, Keesler Command Post, 81 CS/CC, 81 CS/CL, and Gulfport ATC.

6.1.4. Personnel from other agencies with direct interest in airfield operations-related issues may also attend the AOB. The 81 OSF/CC will ensure the appropriateness of attendance by non-members. The required board members are annotated in the AOB minutes and forwarded to HQ AETC/A3OF. Minutes are prepared and distributed within 20 work days of the AOB IAW AFI 13-204v3. **Note:** The Keesler Airfield Working Group (AWG) is established IAW the HQ Air Education and Training Command (AETC) Airfield Planning and Waiver Policy Letter dated 27 June 2007. The AWG will be comprised of representatives from Airfield Management, CE (Community Planner, Operations, and Horizontal), Safety (Flight/Ground), Terminal Instrument Procedures Specialist (TERPS), and ATCALs. The AFM will chair the meetings. The AWG will meet quarterly to discuss issues affecting the airfield environment. These issues include, but are not limited to, pavements, markings, signage, obstructions, NAVAIDs, new/outstanding work orders, funding priorities, vegetation/tree management, environmental concerns, safety, airfield and airspace waivers (to include a comprehensive review of all permanent, temporary and construction waivers), and other pertinent topics not previously discussed. An active AWG will facilitate completion of all annual inspection/review requirements. Quarterly AWG meetings will be discussed and documented in the AOB minutes with all relevant data captured in the minutes.

6.2. Waivers to Airspace/Airfield Criteria. HQ AETC/CV is the approval authority for all airspace/airfield waivers unless delegated to MAJCOM or other authority. All waivers to airfield criteria should be coordinated through BOS contract personnel, AM, 81 TRW/SE, and endorsed by the installation commander prior to submittal to MAJCOM and approved before construction begins.

6.3. Wear of Hats on the Airfield. The only exception to wearing of hats on the airfield is for military protocol (arrivals and departures of DVs), maintenance personnel or Security Forces operating on the airfield. 81 SFS will remove and secure their headgear anytime an aircraft is running engines within 200 feet. Hats with metal snaps or fasteners will not be worn.

6.3.1. Helmets are mandatory for personnel while riding bicycles on the airfield. When not being worn, helmets must be fastened to the bicycle in such a fashion as to prevent the possibility of becoming FOD.

6.3.2. It is recommended that pin-on rank not be worn on the airfield. If personnel regularly work on the airfield, they should use sewn-on or cloth rank.

6.4. Airfield Smoking Policy. Smoking is prohibited in vehicles or on the airfield per AFI 40-102, *Tobacco Free Living*, para. 3.3.5. (Dated 4 March 2015).

6.5. Taking of Photographs. All personnel must coordinate with AMOPS before taking photographs in the airfield environment. AMOPS will then notify 81 SFS, 81 PA, and 403d PA that a certain individual or personnel will be taking photographs. Any unauthorized personnel taking photographs must be reported to 81 SFS. 81 SFS personnel have the discretion to confiscate cameras and/or film used during the event.

6.5.1. AMOPS is authorized to take photos on the airfield during the performance of official duties.

6.6. Explosive Detection K-9 Teams. Controllers shall relay military or civilian pilot requests regarding the location of the nearest explosive detection K-9 team to Keesler Command Post.

6.7. Airfield Quiet Hours/Ramp Freeze. In an effort to minimize noise during wing parades and other special events taking place on or near the airfield, the aerodrome may be designated as Official Business Only (OBO). Approval/disapproval authority for OBO airfield restrictions lasting less than 30 days rests with the 81 TRW/CV.

6.7.1. During the coordinated quiet hour timeframe, airfield operations will be limited to emergency, MEDEVAC or Lifeguard and mission essential aircraft. No engine runs or practice approaches at Keesler will be allowed. Maintenance crews will be allowed to use jet carts during established quiet hours.

6.7.2. Responsibility for coordinating airfield quiet hours rests with the unit hosting the event. The requesting unit must coordinate with AMOPS at 377-2120 no less than seven working days prior to the event. AMOPS will contact the 403d WG at least 48 hours in advance and issue the appropriate NOTAM information.

6.7.3. A ramp freeze entails that no vehicles will be permitted to operate on the airfield/MA and aircraft will not be allowed to taxi or land once the ramp freeze has been initiated. Aircraft arrivals will be coordinated with AMOPS before landing. All ramp personnel will remain inside during the ramp freeze.

6.8. Kite Flying and Remotely Controlled Recreational Aircraft. Kite flying and remotely controlled recreational aircraft flying near an airfield can present an extreme hazard to aircraft during the critical stages of flight on departure and arrival. Kite flying and remotely controlled recreational aircraft are prohibited in areas immediately encompassing the airfield, specifically the grassy areas at the North end of the runway near the baseball fields. The Tower will notify AMOPS upon observing kite flying or recreational aircraft activities. AMOPS will then dispatch a representative to inform personnel of the infraction and have them leave the premises. AMOPS may contact 81 SFS in lieu of reporting to the site.

6.9. Base Exercises. Wing officials must notify the 81 OSF/CC at least 48 hours in advance of exercises that involve any ATC facility or the airport Controlled Movement Area IAW AFI 13-204v3. The 81 OSF/CC must approve, in advance, exercises that include removing controllers to alternate facilities or shelter areas. The AFM must also be informed of exercises that affect the airfield IAW AFI 13-204v3.

6.10. Air Base Surveillance Priorities. Keesler does not utilize air base surveillance priorities.

6.11. Cooperative Quality Assurance and Safety Programs. There are established base-level programs that are designed to periodically assess the 81 OSF's integrated participation with other agencies in supporting the Wing flying mission.

6.11.1. MACA Program. The purpose of this program is to highlight the potential for midair collisions in the local flying environment and to provide aircrews advice and tips on how to avoid them. 81 TRW Flight Safety is the OPR for this program.

6.11.2. 81 TRW/SE and 403d WG/SE will:

6.11.2.1. Monitor the MACA Program and report the program's status annually at the AOB. The main purpose of the MACA program is to highlight the potential for mid-air collisions in the local flying environment and provide aircrews advice on how to avoid them.

6.11.2.2. Work with the 81 OSF to update the MACA pamphlet. A thorough review of the pamphlet should be completed annually or as required. This information will be reported at the appropriate AOB.

6.11.2.3. Attend quarterly Gulfport-Biloxi International Airport Safety and Security meetings and MACA visits to adjacent airports (as required).

Chapter 7

FLIGHT OPERATIONS

7.1. NOTAM Procedures. AMOPS is the issuing facility for NOTAMs and the Tower is the primary NOTAM monitor facility. However, internet access is the primary source for NOTAMs. Pilots may access NOTAMs at <https://www.notams.jcs.mil/> or by calling 1-800-WX-BRIEF. AMOPS will notify local flying agencies whenever there is a change to local NOTAMs.

7.2. Flight Information Publication Accounts (FLIP)/Requesting Changes, Flight Plans. The flight planning room inside Base Operations is the primary location for FLIP materials. All requests for non-procedural changes should be made through the AFM. Procedural changes should be coordinated through the 81 OSF/CC with the TERPS Specialist.

7.2.1. Flight Plans. Aircrews will present all IFR/VFR flight plans filed on DD Form 175 to AMOPS not later than 30 minutes prior to takeoff. If departure time is critical, submit flight plan 60 minutes prior to departure. All flight plans filed on DD Form 1801, *Department of Defense (DOD) International Flight Plan*, must be submitted to AMOPS a minimum of two (2) hours prior to proposed takeoff time for entry into the ATC system (General Planning).

7.3. Dangerous/Hazardous Cargo. Spot 25 is the dangerous/hazardous cargo parking location.

7.3.1. Taxiway Foxtrot and the portion of Taxiway Alpha from Taxiway Echo to Foxtrot will be closed to all taxiing aircraft when aircraft are on/off loading cargo in the designated hot cargo area.

7.3.2. Notification of inbound aircraft carrying hazardous cargo must be received by AMOPS and approved by Ground Safety. AFJI 11-204, *Operational Procedures for Aircraft Carrying Hazardous Materials*, requires aircraft carrying hazardous cargo or inert devices to indicate type cargo in the remark section of the DD Form 175, *Military Flight Plan*. A base agency receiving information on an inbound aircraft carrying hazardous cargo will relay all available information to AMOPS. AMOPS will notify 81 TRW/SEG Ground Safety.

7.4. Local Aircraft Priorities. The ATC tower controllers will provide traffic priority IAW FAAO JO 7110.65.

7.4.1. DV aircraft have priority over all other aircraft with the exception of those listed in FAAO JO 7110.65.

7.4.2. Functional Check Flight aircraft have priority over local training sorties.

7.4.3. Departing aircraft have priority over arriving aircraft at the discretion of the ATC tower WS/SC/CIC. To ensure the expeditious flow of traffic and prevent delays in the hammerhead, priority may be given to departing aircraft by directing arriving aircraft to make a restricted low approach. Priority should not be given to departing aircraft if the arriving aircraft is a check-ride (pilot must advise ATC) or full-stop landing.

7.4.4. Training of base-assigned aircraft takes priority over transient aircraft training.

7.5. Lost Communication Instructions. Aircraft in the VFR overhead traffic pattern will fly at 1,500 feet MSL to the active runway and rock wings while at initial. Aircraft will break at the approach end of the runway. The Tower will issue appropriate light gun signals as the aircraft

turns base leg to final. Aircraft in the rectangular pattern will fly at 1,000 feet MSL to the active runway and rock wings during daylight hours. At night, aircraft will flash navigation and landing lights. Aircraft may squawk 7600 based on pilot in command discretion.

7.6. Standard Climb-Out Instructions. ATC will issue all departing aircraft “FLY RUNWAY HEADING, MAINTAIN 2,000” to aircraft conducting initial climb-out departures.

7.7. Opposite Direction Operations (ODO) Opposite direction runway operations may be approved when an operational necessity exists:

7.7.1. Keesler tower must request approval for ODO departures from Gulfport approach control. Gulfport approach control must request approval of ODO arrivals with Keesler tower. Verbal approval for opposite direction arrivals/departures is required.

7.7.2. All ODO coordination must be on a recorded line. The following phraseology must be included in all landline communications concerning opposite direction traffic: “OPPOSITE DIRECTION (Call sign) (Type-if not a C130) Departure/Arrival, Runway 3/21.)

7.7.3. Traffic permitting, ODOs will be approved on an individual basis. After coordination is accomplished, and the opposite direction procedure is approved, both Gulfport approach and Keesler tower must utilize their respective “ODO” memory aid.

7.7.4. Traffic advisories must be issued to all aircraft involved in opposite direction operations.

7.7.5. Opposite direction maneuvers are prohibited when aircraft on final are within 10 miles of the airport. Visual separation is not authorized for opposite direction operations.

7.8. Breakout/Go-Around/Missed Approach Procedures.

7.8.1. Breakout/Go-Around Procedures. Breakout/Go-around instructions will be as issued by Gulfport Approach or the Tower.

7.8.2. Missed Approach Procedures. Aircrews will fly the published missed approach procedures as depicted in the FLIPs or as published in a NOTAM, unless other instructions have been received from ATC.

7.9. Civil Use of Military NAVAIDS. The Tower will authorize landings at Keesler only for civil aircraft that have been verified/approved by AMOPS.

7.9.1. With the Tower’s approval, civil aircraft without civil landing permits may use Keesler’s NAVAIDS and make practice visual and instrument approaches terminating in low or missed approaches only. Civil aircraft must not conduct touch-and-go or stop-and-go approaches.

7.10. Bird/Wildlife Aircraft Strike Hazard (BASH) Procedures. 81 TRW Flight Safety is the Office of Primary Responsibility (OPR) for the local BASH program IAW 81 TRW PLAN 212, *Bird Aircraft Strike Hazard (BASH)*. Specific responsibilities and guidelines for tasked organizations are outlined in this OPLAN.

7.11. Bird Watch Conditions (BWC). The Tower will notify the aircrew(s) when the airfield is BWC Moderate and Severe. Each military service and MAJCOM will have different BWC

operating requirements. The aircrew has the responsibility to adhere their respective units operating procedures during BWC Severe and BWC Moderate.

7.11.1. BWC SEVERE - Bird activity on or immediately above the active runway or other specific location representing high potential for strikes. Aircrews must thoroughly evaluate mission need before conducting operations in areas under condition SEVERE. During BWC Severe, AM will maintain an aggressive posture using all available tools to reduce bird activity during BWC SEVERE. Personnel will remain on the airfield until such times as it is clear that bird scare tactics do not reduce the BWC. At that time AMOPS will monitor the bird activity and conducts checks until BWC has gone to MODERATE or lower.

7.11.2. BWC MODERATE - Bird activity near the active runway or other specific location representing increased potential for strikes. This condition requires increased vigilance by all agencies and extreme caution by aircrews. Aircraft commanders will assess the risk of increased potential for bird strike and take appropriate precautions. During BWC Moderate, AM will maintain a constant presence on the airfield and will conduct hourly checks to disperse birds.

7.11.3. BWC LOW - Normal bird activity on or above the airfield with a low probability of hazard to aircraft.

7.11.4. The authority to declare a BWC is vested with the AFM or designated AMOPS representative. AMOPS can declare these conditions based on ground or Tower observations, pilot reports etc. Upon issuing a BWC, AMOPS personnel have the responsibility of maintaining, upgrading and downgrading the bird conditions commensurate with updated information. The Tower, aircrews or flight safety may recommend upgrading or downgrading a BWC when the observed condition changes.

7.11.5. AMOPS will notify the Tower, Keesler Command Post, 81 TRW/SEF, 815 AS, 53 WRS, when a BWC is declared. The BWC will also be posted in the flight planning room for transient aircrews.

7.11.6. The primary means of transmitting the BWC will be the ATIS. Pilots must ensure they understand the conditions and their option to delay, divert, or continue the proposed operation.

7.11.7. The methods used to scare birds on the airfield are: pyrotechnics, harassment with vehicles and depredation. Certain times of the year bird activity increases, the AAFM has the option to assemble a BASH augmentee team to assist with harassment and depredation. The AAFM will identify augmentee members using a memorandum for record and filed with the AAFM. The BASH augmentee team will be assembled and lead by the AAFM or OSF/CC. At no time will the BASH augmentee team proceed onto the flightline without the AAFM or the OSF/CC.

7.12. Duty Officer/Supervisor of Flying (SOF)/Operations Supervisor (OS) Operating from the Tower. Keesler AFB does not operate with a SOF/Duty Officer in the Tower. The OS responsibilities listed in paragraph 8.12.

7.13. Flares. The munitions involved with the explosives operation for the 403d WG will have a hazard class/division of 1.3. mass fire hazard and 1.4. moderate fire hazard. The net explosive weight to be loaded on an aircraft in support of air defense operations will not exceed 70 pounds

maximum. These munitions function via 28 volt electrical impulses provided by the aircraft. The aircraft loading spots will be 1 - 11 and 17 - 23. Refer to AFMAN 91-201, *Explosives Safety Standards*, and DoD 6055.9-STD, *DOD Ammunition and Explosives Safety Standards*, standard for separation criteria of explosive-laden aircraft parking areas and munitions storage/operating locations.

7.13.1. Aircrew Signal Flare Training Coordination. The 81 OSF/CC and Chief, Aircrew Flight Equipment (815th or 53d WRS) will ensure all personnel understand and comply with these procedures.

7.13.1.1. The NCOIC, Aircrew Life Support Shop will coordinate with AMOPS at least 24 hours prior to flare start time and ensure life support personnel have a land mobile radio (LMR), tuned on the ramp net.

7.13.1.2. Contact the Control Tower one hour prior to commencing flare operations via LMR to obtain approval to initiate flare training. Also provide notification to the U.S. Coast Guard Gulfport at 228-868-3743 or 228-865-9754.

7.13.1.3. Terminate flare operations when deemed necessary by the Tower WS/SC/CIC based on air traffic activity, which might adversely affect flight safety. Notify the Tower upon termination of flare training.

7.13.1.4. AMOPS will brief 53d WRS and 815th AS personnel on airfield safety procedures. Send a NOTAM advertising start/stop times of flare training.

7.13.1.5. The Tower will authorize the life support branch to conduct flare training when air traffic operations permit.

7.13.1.6. Advise Gulfport Approach of the flare training and include an advisory on the ATIS.

7.13.1.7. Restrictions. The types of signal flares to be used in aircrew signal flare training are limited to the A/P 25S/5A Personnel Distress Signal Kit Day/Night signal flares. Signal flares will go distances of 750' to 1,200' upon expenditure. Mark 13 and 124 flares consist of white/orange smoke. Training will take place at the North end of the airfield near the Marina.

7.14. No Light Approach Visibility Minima. Approach minima are adjusted and NOTAM actions will be accomplished by AMOPS IAW AFMAN 11-230, *Instrument Procedures*, in the event that the approach lights for Runway 21 become inoperative. The minima in the FLIPS apply.

7.14.1. The Tower will advise Gulfport Approach and arriving aircraft of the outages and the new visibility minima via the ATIS. Lighting outages will also be sent via NOTAM.

7.15. Unusual Maneuvers. Unusual maneuvers (i.e. aerobatics) other than those contained in this instruction and other local operating procedures require FAA approval. Forward all requests through appropriate FAA channels.

7.16. Night Vision Device (NVD) Procedures. The NVD procedures set out in the subparagraphs below are primarily intended for 403d WG aircraft, but may be used by other agencies with an applicable LOA. There are currently no exceptions to FAR 91.209 granted by the FAA to allow aircraft to operate without lighted position lights and obstruction lights within

any Tower surface area airspace class within the U.S. **Note:** When Tower DBRITE is out of service, NVD Operations are not authorized.

7.16.1. If NVD operational hours are published for the requested time and days in the IFR Supplement, no NOTAM is required.

7.16.2. When NVD operations are in effect, the Tower will broadcast this on the ATIS. A NOTAM will also be published by AMOPS if the date and time is not published in the IFR Supplement.

7.16.3. Weather requirements for NVD operations are VFR conditions. If the weather goes below VFR minimums (1,000 and 3 miles) the airfield lighting will be returned to normal configurations IAW FAAO JO 7110.65.

7.16.4. Normal taxi routes and traffic patterns will be used for NVD operations. Aircraft may enter the pattern at normal entry points.

7.16.5. The maximum number of NVD aircraft operating within the Class Delta surface area is two aircraft. The Tower WS/SC/CIC may reduce NVD operations to only one or discontinue NVD ops if he/she deems necessary. Nonparticipating aircraft will not be mixed with participating NVD aircraft in any traffic pattern or on any CMA. Nonparticipating aircraft will not be allowed to enter the Class Delta unless the aircraft has declared an emergency.

7.16.6. Current NVD optics capabilities are insufficient to allow controllers to ensure visual separation between aircraft at every location within the Tower's designated airspace at all times under the best of conditions. Due to this fact and that many environmental factors (i.e. nearby facility, street) remain beyond the control of the Tower and can greatly degrade NVD utility, NVDs shall not be used to provide positive air traffic control within the Tower's surface area.

7.16.7. Standard airfield lighting will be turned on for nonparticipating aircraft IAW FAAO JO 7110.65 prior to an arriving aircraft reaching the Final Approach Fix (FAF) or the Class Delta surface area whichever occurs first and prior to a departing aircraft entering the runway/taxiway.

7.16.8. Standard airfield lighting will remain on for arriving nonparticipating aircraft until the aircraft has exited the runway/taxiway and until a departing aircraft has left the Class Delta surface area.

7.16.9. Airfield lighting during NVD operations will vary depending on NVD operations requested by the aircrew. The airport beacon and all obstruction lights shall remain on during NVD operations. Taxiway/runway lights, PAPIs, approach lights, and REILs will be turned off. Ramp security lighting will remain on during NVD operations. The Tower will notify AMOPS before turning off the airfield lights. The Tower WS/SC/CIC will also notify Gulfport Approach when aircraft are conducting NVD approaches.

7.16.10. The Tower cab lighting will be utilized as directed by the WS/SC/CIC.

7.16.11. Aircraft navigation lights are required in the pattern IAW FARs. Aircraft may elect not to utilize landing lights, but will have at a minimum, a set of forward-facing white lights.

7.16.12. Emergency knock-off/termination of NVD operations may be initiated by the Tower or the aircrew at any time. The Tower shall notify participating NVD aircrews at least one minute prior to turning on standard airfield lighting by issuing the phraseology "TERMINATE NVD OPERATIONS." **Note:** Controllers should plan far enough ahead to ensure aircrews are notified that the airfield lights will be turned on prior to the NVD aircraft turning base.

7.16.13. All vehicles operating on or near the MA and taxiways shall utilize standard vehicle lighting. IAW AFI 13-213, Infrared (IR) strobes are not authorized. Vehicle operations should be kept to a minimum during NVD operations. Vehicle speed is limited to 10 MPH. Only aircraft tows will be allowed in the MA and taxiways during NVD operations. Tower will advise other vehicles to not operate on the MA during NVD operations.

7.16.14. An AMP-3 configuration, "box and 1" concept, is established with IR lighting for the LZ touchdown zones on Keesler's runway IAW AFI 13-217.

7.17. Taxiway Charlie Aircraft Rinse Facility. The Taxiway Charlie aircraft rinse facility is limited to C-130 and larger aircraft only (unless pre-coordinated in an LOA). The Tower approves the use of the aircraft rinse station and allows aircraft into the rinse station based on airport traffic conditions.

7.17.1. The Tower will ensure aircraft utilizing the rinse facility do not interfere with runway operations. **Note:** The Tower shall not clear an aircraft to depart or conduct an approach until the aircraft utilizing the rinse facility has reported clear/observed clear of the VFR hold line on Taxiway Charlie. In the event that the aircraft is still in the runway environment, an aircraft conducting an approach shall be limited to a restricted low approach until the aircraft is past the VFR hold line.

7.17.2. Aircrews will remain responsible for the aircraft during its entry into and out of the rinse station. Aircrews will also taxi as directed by the Tower through the rinse facility.

7.17.3. AMOPS will be notified of a rinse facility malfunction when noted by the Tower or aircrew. AMOPS will then notify CE for repair.

7.17.4. BOS contract personnel will expeditiously respond to the airfield for repair of the rinse station if the facility is impacting airfield operations (i.e. water remains on after aircraft has exited the rinse facility).

7.17.5. Keesler assigned C-130 aircraft will proceed through the rinse facility when approved by the Tower and call off the runway to the Tower on 120.75 or 269.075.

7.17.6. Pilots will adhere to the following procedures:

7.17.6.1. If landing Runway 21, aircrews should make their request before landing to taxi directly through the rinse facility. If landing Runway 03, aircrews shall make their request before landing and expect to back taxi after landing and then taxi directly through the rinse facility. **Note:** Pilots shall report past the VFR hold line to the Tower.

7.17.6.2. C-130 and larger aircraft shall be instructed to turn around on the concrete portion of runway by the Tower. After the Tower approves and directs the aircraft to enter Taxiway Charlie, the pilot will ensure the nose wheel of the aircraft crosses over the magnetic device located on the taxiway indicated by a white line.

7.17.6.3. The magnetic device sensor has more than a thirty-second delay before it triggers the rinsing mechanism. The total cycle should take approximately three (3) to four (4) minutes to rinse the aircraft. Aircrews should proceed through the rinse facility at their discretion.

7.17.6.4. Only one aircraft may proceed through the rinse facility at a time. Aircrews will taxi back to parking via normal taxi routes.

7.17.6.5. Transient aircraft are permitted to use the rinse facility providing the aircraft is capable of withstanding the high water pressure.

7.17.6.6. Aircraft taxiing to the runway via Charlie will not trigger a rinse cycle unless the aircraft remains within 20 feet of the magnetic device for longer than 30 seconds.

7.17.6.7. Aircraft holding short of the runway prior to the VFR hold line and normal taxi procedures will not trigger a rinse cycle.

7.18. Military Authority Assumes Responsibility for Separation of Aircraft (MARSA). ATC will not invoke or deny MARSA. Primary separation responsibility within the flight conducting MARSA belongs solely to the aircraft commanders involved in the flight. ATC's sole responsibility concerning the use of MARSA is to provide separation between military aircraft engaged in MARSA operations and other nonparticipating IFR aircraft. MARSA will not be invoked indiscriminately by individual units or pilots. It will be used only for IFR operations requiring its use. MARSA is authorized with an approved LOA between the servicing IFR facility (GPT). Application of MARSA shall be IAW guidance contained in FAAO JO 7110.65.

7.19. Combat Off-load/On-load Procedures.

7.19.1. Combat Off-load. Combat off-loads are conducted on the concrete portion of Taxiway Alpha near the back line. Combat off-loads may be conducted during day or night time operations. Current Operations will coordinate with the 41st Aerial Port Squadron (APS) to ensure 41st APS personnel are readily available with equipment to support combat offloads. Aircrews shall contact AMOPS on PTD (UHF 372.2) and request approval prior to commencing combat off-load procedures. The aircrew shall also notify the Tower and request approval before combat off-load operations are started to allow the Tower controllers to de-conflict existing and future aircraft that may utilize Taxiway Alpha. Figure 7.1. shows a diagram of the established combat offload/on-load location. **Note:** Drivers of forklifts/other maintenance vehicles associated with these procedures will not operate on the airfield with NVDs on.

Figure 7.1. Combat Offload/On-load Location.



7.19.1.1. Extreme vigilance is required when conducting combat off-load operations. The 41st APS shall be readily available to pick up any cargo off-loaded before these operations begin. The 41 APS should request access from the back line and utilize the call sign “FORKLIFT 1” when accessing the CMA; if another vehicle or person on foot accesses the CMA during operations, the call sign will be ‘FORKLIFT 1 PLUS 1’. Cargo shall not be left unattended on the taxiway for an extended period of time (longer than 5 minutes).

7.19.2. Combat On-load. The aircrew shall coordinate with AMOPS and the Tower and request approval from the Tower before conducting combat on-load procedures. The primary location for combat on-loads is on the concrete portion of Taxiway Alpha near the Back line.

Chapter 8

FLIGHT SUPPORT

8.1. Prior Permission Required (PPR) Procedures. A valid PPR is required for all transient aircraft. Aircrews should contact AMOPS at 228-377-2120 for PPRs.

8.2. Unscheduled Aircraft Arrivals. The Tower will relay information regarding unscheduled aircraft arrivals to AMOPS as soon as possible after notification of the inbound aircraft. The following information will be passed to AMOPS by the Tower:

8.2.1. The aircraft's departure station.

8.2.1.1. Aircraft call sign.

8.2.1.2. Type aircraft.

8.2.1.3. Pilot's intentions. For further information, the Tower will have the aircraft contact AMOPS via PTD on 372.2 if UHF-equipped. **Note:** A flight progress strip that arrives via the FDIO does not provide authorization for an aircraft to arrive at Keesler. Controllers shall pre-coordinate with AMOPS to confirm the aircraft is approved to land before the aircraft arrives.

8.2.2. AMOPS will use the Aeronautical Information System (AIS) computer and the Defense Switched Network (DSN) circuit to determine the reason why the aircraft is arriving unannounced and take actions to correct the situation.

8.2.3. If the Tower or AMOPS cannot confirm the inbound aircraft, the Tower will be advised to initiate the Stop Alert procedures checklist (refer to 81 TRW Plan 502).

8.3. Distinguished Visitor (DV) Arrivals/Departures. AMOPS will advise the Tower of the call sign and aircraft type of all aircraft carrying DVs to/from Keesler AFB. AMOPS will request a 15-mile inbound call and will notify Keesler Command Post and Protocol of estimated arrival times after the applicable information is received from the Tower.

8.3.1. The Tower will provide AMOPS with a 15-mile inbound notification of aircraft carrying DVs. This duty is secondary to providing ATC services and will be accomplished workload permitting.

8.3.2. In the event that the Digital Bright Radar Indicator Tower Equipment (DBRITE) radar screen is inoperative, Tower controllers will provide an inbound call to AMOPS after initial contact has been made with the Tower by the aircrew or after Gulfport Approach has initiated a handoff.

8.4. Civilian Aircraft Operations. In order for a civilian aircraft to land at a military airfield the AFM must approve a civil aircraft landing permit IAW AFI 10-1001, *Civil Aircraft Landing Permits*. AFI 10-1001 Para 3 discusses exempt aircraft. Exemptions are addressed in AFI 10-1001.

8.5. Aero Club Operations. Keesler does not have an Aero Club.

8.6. Weather Dissemination and Coordination Procedures. The primary method for disseminating weather to aircrews, the Tower, AMOPS and Keesler Command Post is the Joint

Environmental Toolkit (JET). AMOPS will ring out the SCN when severe weather is forecasted for Keesler (i.e. tornadoes).

8.6.1. When lightning is detected within 5 NM of Keesler, normal airfield activities will cease. This includes fueling/de-fueling and loading/unloading operations. Weather will issue a warning when lightning is observed within 5 NM of the runway complex IAW KAFBI 15-101, *Weather Support*. This warning will remain in effect until all lightning activity has moved outside 5 NM and the forecaster determines the immediate threat of lightning no longer exists within 5 NM. When a lightning warning is issued, all personnel should seek shelter. While aircraft and vehicles offer some protection, hard shelters are best. Aircraft operations may continue at pilot's discretion.

8.6.2. When a lightning warning is issued and terminated, the Tower will make an advisory on all Local, Ground and FM Ramp Net frequencies and place on the ATIS.

8.7. Airfield Snow Removal Operations. Keesler does not have the capability to accommodate airfield snow removal operations.

8.8. Base Rescue/Fire Fighting Capability. AMOPS will contact the Fire Department daily to determine the base fire rescue/firefighting capabilities. When base rescue or firefighting capabilities are reduced to a level that local flight operations cannot be supported, AMOPS will notify CP, Tower, 81 OSF/CC, 81 MSG/CC, 81 TRW/CV, 403d OG/CC and 403d WG MOC. AMOPS will issue the appropriate NOTAM and receive the status of firefighting capability from the Fire Department. All information will be annotated on AF Form 3616.

8.9. Airfield/Air Traffic Control and Landing Systems (ATCALs) Operational Status. The Tower is the primary Keesler NOTAM monitoring facility for all ATCALs issues. AMOPS is the secondary monitoring facility. AMOPS is the focal point for all airfield issues and is responsible for disseminating all NOTAM information. Base agencies will contact the Tower or AMOPS to coordinate scheduled ATCALs outages and for all runway and taxiway closures. AMOPS will coordinate all status changes or requests with the 81 OSF/CC. For further ATCALs operational issues, see Attachment 7 for the ATCALs Operations Procedures.

8.9.1. 81 OSF/OSM ATCALs Chief or Airfield Systems NCOIC will coordinate all scheduled ATCALs outages with the 81 OSF/CC and Tower prior to removing a system from operation. The following ATCALs procedures are not applicable at Keesler: downgrading ILS to Category (CAT) I status, bypassing interlocks on multiple ILS facilities and ATCALs in the National Airspace System (NAS).

8.10. Airfield Radio/Visual Blind Spots. There are no radio blind spots. Visual blind spots are between the Roberts Aircraft Maintenance facility and Hangar 4, near Taxiway Foxtrot and behind the ISO Dock hangar on the Backline. Visual blind spots are from the Tower's point of view.

8.11. Arriving Medical Evacuation Helicopter (MEDEVAC) Notification and Response Procedures. During hours when the airfield is open the MEDEVAC aircraft will be directed where to land by Air Traffic Control through coordination with AMOPS. **Note:** The following procedures are for MEDEVAC helicopters only. Helicopters that land without prior coordination or cannot be validated as authorized will be treated as an unauthorized landing.

8.11.1. The MEDEVAC helicopter will land at the primary or secondary location. If the primary and secondary location are both not available for any reason (i.e. construction etc.), then Airfield Management will designate an alternate location that ensures obstruction clearance.

8.11.1.1. Primary Location: Taxiway Alpha Centerline abeam Base Operations (30° 24' 31.85" N, 88° 55' 24.92" W). See figure 8.1.

8.11.1.2. Alternate Location: Taxiway Alpha Centerline abeam the Air Traffic Control Tower (30° 24' 28.62" N, 88° 55' 27.59" W). See figure 8.1.. **Note:** Example of Latitude/Longitude phraseology: "30 degrees, 24 minutes, 31 point 8, 5, seconds North, 88 degrees, 55 minutes, 24 point 9, 2, seconds West."

8.11.2. **Uncontrolled MEDEVAC helicopter procedures:** The 81 TRW/CC, as a delegate by HQ A2/3/10 is the approving authority to allow uncontrolled MEDEVAC operations on Keesler AFB.

8.11.3. The 81 TRW/CC authorizes uncontrolled MEDEVAC helicopter operations when the airfield is closed for support of a patient facing a life threatening or loss of limb condition.

8.11.4. The hospital will:

8.11.4.1. Ensure the use of a MEDEVAC helicopter is necessary to support a patient facing a life threatening or loss of limb condition.

8.11.4.2. Obtain the helicopter's tail number prior to the aircraft's arrival. This may be accomplished by obtaining a list of all tail numbers from the primary MEDEVAC agency servicing Keesler AFB. A copy of the list shall be provided to the Command Post, Security Forces and Airfield Management.

8.11.4.3. Notify the Command Post (CP) when a MEDEVAC helicopter will be required to land on Keesler AFB and provide the following information:

8.11.4.3.1. Nature of the emergency.

8.11.4.3.2. Helicopter tail number (if different then provided on advance list).

8.11.4.3.3. Estimated time of helicopter arrival and departure.

8.11.4.4. Ensure the MEDEVAC helicopter has the required visual description and coordinates for the spot in which it will be required to land.

8.11.4.5. Be present at the landing location prior to the helicopter arrival to greet the crew.

8.11.4.5.1. Ensure the tail number of the helicopter matches what was provided during initial coordination or is on the list provided by the company.

8.11.4.5.1.1. If the tail number differs, yet it is an approved MEDEVAC helicopter, then obtains the correct tail number and provides it to the CP. A new list shall then be developed and distributed IAW para graph 6.6.4.2.

8.11.4.6. Be present at the landing location for the departure of the helicopter.

8.11.4.7. Notify the CP if the helicopter encounters maintenance issues and/or needs to remain overnight.

8.11.4.8. Ensure all hospital vehicle operators have a valid Keesler airfield driver's license.

8.11.4.9. Coordinate with the primary MEDEVAC helicopter company that will service Keesler AFB to obtain a completed DD2402, Civil Aircraft Hold Harmless Agreement and provide the signed form to AMOPS.

8.11.5. The CP will:

8.11.5.1. Ensure the hospital has the appropriate landing location the helicopter will use (i.e. Primary location unless otherwise informed to use Secondary or alternate location by Airfield Management).

8.11.5.2. Notify Security Forces (Include the aircraft tail number if provided by the hospital).

8.11.5.3. Notify Fire Department.

8.11.5.4. Notify 403d MOC.

8.11.5.5. Notify 81 OSF/CC.

8.11.5.6. Notify 81 TRW/CC through the 81 TRW/CV.

8.11.5.7. Notify 81 MDG/CC via email.

8.11.5.8. Notify 81 MSG/CC via email.

8.11.5.9. Notify 81 OSF AMOPS via email (include the aircraft tail number if provided by the hospital).

8.11.5.10. Ensure the following information is relayed to the agencies being notified:

8.11.5.10.1. Nature of the emergency.

8.11.5.10.2. Estimated time of helicopter arrival and departure.

8.11.5.10.3. Location helicopter will be landing.

8.11.5.11. Alert the 81 OSF/CC and 81 OSF AMOPS if the helicopter encounters maintenance issues and/or needs to remain overnight.

8.11.6. The Fire Department will ensure a fire truck is on standby to observe helicopter arrival and departure to ensure proper fire guard capability is in place.

8.11.7. Security Forces will:

8.11.7.1. Ensure the landing area is free of vehicle/pedestrian movement for the helicopter arrival and departure.

8.11.7.2. Ensure unauthorized personnel do not endanger military assets.

8.11.8. Airfield Management (81 OSF/AMOPS) will:

8.11.8.1. Ensure the CP is aware of the status of the primary and secondary landing locations prior to closing each night. Provide an alternate landing location when both the

primary and secondary locations are not available. Include the notification requirement in the closing checklist.

8.11.8.2. Respond to the airfield IAW the contract when notified by the CP that the helicopter encountered maintenance issues and/or needs to remain overnight. Ensure proper notifications and precautions are taken to identify the helicopters position on the airfield and to assist the aircrew with flight planning needs.

8.11.8.3. Maintain a copy of the DD2402, *Civil Aircraft Hold Harmless Agreement*, for the primary MEDEVAC helicopter company that will service Keesler AFB. AFI 10-1001, Civil Aircraft Landing Permits, paragraph 3.2., exempts civil aircraft transporting critically ill or injured individuals from civil landing permit requirements; however, it is necessary to ensure liability coverage for the primary MEDEVAC company that uses the airfield during uncontrolled operations.

8.11.9. The OSF/CC shall include a summary of approved helicopter operations in the quarterly Airfield Operations Board minutes. The summary shall include the date, arrival and departure time of the helicopter and a brief summary of the medical event supported.

8.11.10. MEDEVAC helicopters only operate under visual flight rule conditions. The MEDEVAC helicopters have operations centers that provide weather receiving capability and the aircraft have onboard equipment to provide real-time weather information. The MEDEVAC helicopters will make in-the-blind air traffic calls when approaching/departing the airfield IAW FAA requirements.

Figure 8.1. MEDEVAC HELICOPTER LANDING LOCATIONS

8.12. Uncontrolled Aircraft Operations (UAO) 403d Wing procedures: The following procedures are limited to priority 1A1, 1A3 and 1B1 403d WG C-130 aircraft missions only. The 81 TRW/CC is the approving authority to allow uncontrolled 403d WG C-130 aircraft operations on Keesler AFB. These missions shall be in direct support of programs approved by the President for top national priority or as specially directed by the Secretary of Defense.

8.12.1.1. *These procedures implement AFI 13-204V3, Airfield Operations Procedures and Programs, Uncontrolled Airfield policy.*

8.12.1.2. *These procedures outline requirements for KBIX 403d WG to operate during periods when Keesler AFB (KBIX) Air Traffic Control (ATC) Tower and Airfield Management (AM) are closed.*

8.12.1.3. *These procedures outline airfield operating procedures for the units that are authorized access to the CMA. In addition to the 403d WG above, airfield drivers include: Fire Department (FD), 81 Security Force Squadron (81 SFS), Ambulance*

Response, Crash Recovery, Airfield Maintenance, and Air Traffic Control and Landings System (ATCALS) maintenance.

8.12.1.4. The 81 OSF and 81 CP have duties in this publication. All of the above units are responsible for understanding the UAO process and their responsibilities within this publication. The intent is to ensure the safe arrival/departure of aircraft during UAO.

8.12.2. UAO Limitations. KBIX airfield hours of operation are as published in KAFBI 13-204 **Chapter 1**, Paragraph 1.2., and FLIPs. UAO will take place during periods when the airfield is closed. Due to the nature of after-hours operations, Control Tower personnel will train all Operations Supervisors (OS) on airfield lighting system operation and lighting setting IAW FAAO JO 7110.65 **Chapter 3**, Section 4.

8.12.2.1. UAOs shall be limited to a single departure or arrival for each aircraft. Pattern work is prohibited. Pilots must depart Keesler aerodrome following initial takeoff unless experiencing a situation that requires an immediate landing.

8.12.2.2. AM shall ensure operations on the airfield do not conflict with scheduled PMI of ATCALS or airfield equipment. PMI schedule is published in the FLIP. If a situation arises where UAO will impact airfield/ATCALS/lighting maintenance, AM and OS will coordinate and attempt to resolve the situation. If both the AM and OS deem safe, UAO and maintenance may occur simultaneously. If no resolution is possible, the 403d OG/CC with coordination from the 81 OSF/CC will be the final authority.

8.12.2.3. The 403d WG will provide AM, and Tower Chief Controller with an OS contact number.

8.12.3. UAO – Procedures. AM will ensure critical information for KBIX UAO are published in the FLIPs.

8.12.3.1. The OS is the focal point for operations conducted under the scope of this procedure. During UAO, the OS operates in lieu of the ATC Tower and AMOPS to ensure operations are conducted safely. At any point the OS or aircrew can terminate the UAO. **Note:** The OS shall not perform ATC functions and may not issue ATC instructions. The OS will be on duty until their last aircraft shuts down. The 403d WG will have an OS on duty one hour prior to scheduled aircraft arrival and will remain on duty until the aircraft is parked and engines are shut down. For departing aircraft, the OS will be on duty from one hour prior to departure to one hour after takeoff, unless it has been previously coordinated with and approved by 403d OG or designated representative to close prior to the one hour timeframe. The OS shall provide updated arrival/departure times to the 81 TRW/CP. The 81 TRW/CP will pass the arrival/departure times to AM no later than the next duty day via the schedule.

8.12.3.2. OS Schedule. The 53 WRS/DO shall manage the OS schedule. Pilots planning to fly when KBIX is closed shall ensure an OS has been scheduled.

8.12.3.3. Preparation. The OS accomplishes the following steps prior to commencing operations.

8.12.3.3.1. Scheduling UAO. The OS shall complete the UAO Setup Checklist (Attachment 10) as soon as practical prior to requested operations. If UAO will occur

on multiple days, coordination must be accomplished for each requested day of operation.

8.12.3.3.1.1. The OS on duty during normal operating hours shall obtain an in-person briefing from the Airfield Manager (AFM) or their designated representative prior to commencing operations. If the OS will change prior to the UAO, the OS will brief the oncoming OS of pertinent airfield information. This briefing shall be the last checklist item completed. The briefing will address airfield facilities status, construction avoidance areas, and airfield driving and planned airfield maintenance activities during the period of UAO. Once the checklist is complete, a copy will be given to AM for final approval. AM and OS will coordinate to ensure that there is no airfield maintenance or PMI scheduled outside of what is published. If an irreconcilable conflict exists, 403d OG/CC, with coordination from the 81 OSF/CC will be the final authority IAW paragraph 8.12.2.3.. **Note:** If the OS has not completed Uncontrolled Aircraft Operations Setup Checklist (Attachment 10), the unit shall not participate in UAO.

8.12.3.3.1.2. AM will retain UAO Setup Checklist for 12 months. AM Ops will notify by fax 81 TRW/CP of the upcoming UAO schedule once Attachment 10 has been accomplished and turned in.

8.12.3.3.2. The OS shall obtain a weather briefing for KBIX and the surrounding area. Any official weather source is acceptable including a self-brief from Direct User Access Terminal Service or the National Oceanic and Atmospheric Administration internet aviation weather services.

8.12.3.3.3. The OS shall contact CP to coordinate commencement of UAO prior to their unit's first aircraft engine start. CP shall in turn notify the 81st Medical Group (81 MDG) ambulance response, FD, and 81 SFS.

8.12.3.3.4. Flight Plans. IAW AFI 13-204V3, *Airfield Operations Procedures and Programs*, all aircraft departing USAF installations must have a flight plan on file with AM (or locally assigned unit with approved flight plan processing procedures in place) prior to takeoff. Use DD Form 175, *Military Flight Plan*, or other authorized forms IAW AFI 11-202 Vol 3, *General Flight Rules*. In the remarks section of the flight plan (s) the pilot will annotate—UAO. Flight plans will be retained by originating unit and pilots shall file, activate, and close flight plans with GWO Flight Service Station (FSS) or other applicable facility. **Note:** Units will maintain the original flight plan according to AFRIMS RDS available from the Air Force Portal link.

8.12.3.3.5. Step briefing. The OS shall accomplish an in-person briefing with each aircrew prior to launch. The OS shall ensure knowledge of each aircrew's intentions. Additionally, the OS shall brief aircrews on any airfield taxi, departure, and landing restrictions.

8.12.3.3.6. Taxi Routes. Pilots shall taxi in the most direct route to and from the runway consistent with safety and taxi restrictions and all taxi operations shall be overt. Pilots shall give right of way to all emergency vehicles.

8.12.3.3.7. Runways. The aircrew or OS shall determine runway in use based on existing and forecasted wind direction, proposed flight path, weather hazards, and other safety considerations.

8.12.3.3.8. Patterns. Pattern work is not authorized. 1A1, 1A3 and 1B1 403d Wing operations are limited to one-in/one-out, full-stop landings in accordance with 8.12.2.2.

8.12.3.3.9. Airfield Lighting Training. Only unit OS's that have completed OS training to include lighting procedures shall be allowed to schedule after-hours operations.

8.12.3.3.10. If aircraft are departing/arriving at night, the aircrew will activate the airfield lights using the Pilot Controlled Lighting (PCL) on VHF 120.75. In the event the PCL is out of service the OS shall turn off airfield lighting at the Tower no earlier than 30 minutes after departure or following engine shutdown after arrival. **Note:** Aircraft are not permitted to takeoff or land between official sunset and sunrise without illuminated airfield lighting.

8.12.3.3.11. Commencement/Termination of Operations. The OS shall report commencement/termination of operations to 81 TRW/CP. 81 TRW/CP will notify the 81 MDG Ambulance Response, FD, and SFS that UAO are commencing or have been terminated.

8.12.3.3.12. Communication procedures.

8.12.3.3.12.1. Radio Communications. Common Traffic Advisory Frequency (CTAF) is KBIX Tower frequency, 120.75. (120.75 is continuously recorded as an ATC frequency) Note: Use of UHF for the purpose of KBIX CTAF is not authorized. Pilots shall adhere to the recommended radio procedures for UAO as described in the AIM. Departing crews shall establish contact with the OS before taxiing to the runway for departure. Arriving pilots shall establish contact with the OS 30 minutes prior to arriving at KBIX and again upon reaching 10 NM, prior to landing. The OS shall provide airfield advisories as appropriate and turn on the airfield lighting. All communication relative to UAO will be via the CTAF. **Note:** All OS to aircraft and all aircraft movement will be over 120.75. No ATC instructions will be given by the OS.

8.12.3.3.12.2. The OS shall use call-sign – "Ops Sup one".

8.12.3.3.12.3. The primary method for the OS's to communicate with vehicular traffic will be via Land Mobile Radio (LMR) (Tower RAMP Net). CP will track vehicles that enter the CMA/MA, and pass all known vehicle information to the OS prior to commencing UAOs. Each participating unit will ensure the OS has an operable LMR (Tower RAMP Net). All vehicle operators that will be accessing the CMA/MA will have an operable LMR (Tower RAMP Net) to ensure two way communications between the OS and the vehicle operators. Also, all vehicle operators must have a current AF Form 483, Certificate of Competency to operate a vehicle on the airfield and CMA. The OS shall continuously monitor all ops on VHF and LMR radios.

8.12.3.3.12.4. At a minimum, the OS will transmit a blanket broadcast on the LMR Tower FM Net at the following times. The OS is responsible for broadcasting the arrival and departure advisories of their unit's aircraft.

8.12.3.3.12.4.1. Commencing operations (after calling 81 TRW/CP)--
"Attention on the Tower Net, Uncontrolled Airfield Operations are commencing."

8.12.3.3.12.4.2. When aircraft calls to taxi for departure--*"Attention on the Tower Net, aircraft departing Runway XX."*

8.12.3.3.12.4.3. When aircraft call inbound--*"Attention on the Tower Net, aircraft XX minutes from Keesler, will be landing Runway XX."*

8.12.3.3.12.4.4. Terminating operations (prior to calling 81 TRW/CP)--
"Attention on the Tower Net, Uncontrolled Airfield Operations are terminated."

8.12.3.4. BASH Procedures.

8.12.3.4.1. The aircrew will back taxi to complete a FOD check and scare all potential birds and animals off of the runway.

8.12.3.4.2. The aircrew shall inform OS and 403d WG/SE of all possible bird strikes.

8.12.3.5. UAO - Aircraft Mishap/Emergency.

8.12.3.5.1. Airborne aircraft declaring an emergency should not return to KBIX unless diverting creates a more serious risk. In the event of an aircraft mishap or inbound IFE, the OS shall immediately activate the Primary Crash Alert System (PCAS) notifying all emergency response agencies with pertinent information (i.e. type aircraft and location) to assist rescue efforts to the maximum extent possible. 81 TRW/CP will also notify 81 OSF/CC immediately, to ensure they are aware of potential impact to airfield operations.

8.12.3.5.2. The following information will be provided by the OS to all emergency responders/agencies involved via the Crash Net—Aircraft call sign, Type of aircraft, Nature of Emergency, Pilot's intentions, number of personnel on board, and fuel remaining in minutes/lbs.

8.12.3.5.3. Emergency response vehicles are not authorized access to the runway until the aircraft has come to a complete stop.

8.12.3.6. UAO - OS Qualifications and Selection.

8.12.3.6.1. IAW AFI 11-418 and specific Keesler OS requirements, the OS shall be knowledgeable of unit aircraft operations and have sound decision-making ability. OS's will possess a Restricted Area Badge. OS candidates will be appointed by the 403d OG/CC and copy of the appointment letter will be distributed to the 81 OSF/CC. **Note:** All OS appointments shall be via official memorandum.

8.12.3.6.2. OS Training for 81 OSF Facilities/Airfield. The 81 OSF shall develop a training program for OS's. The training shall include, but not be limited to:

- 8.12.3.6.3. Tower tour including, Airfield lighting panel training conducted by Tower.
- 8.12.3.6.4. Enhanced Terminal Voice Switch (ETVS) communications training conducted by the Tower.
- 8.12.3.6.5. Review of service applicable regulations.
- 8.12.3.6.6. Airfield orientation with qualified OS or AM personnel if no qualified OS exists.
- 8.12.3.6.7. Completed OS training for 81 OSF facilities shall be submitted to 403d OG/CC for approval prior to assuming duties as OS.
- 8.12.3.7. UAO - OS Responsibilities.
 - 8.12.3.7.1. Complete all necessary checklists.
 - 8.12.3.7.2. OS's will possess a Restricted Area Badge when acting as the OS.
 - 8.12.3.7.3. Schedule training with Tower for Airfield Lighting Panel use prior to scheduling after hour ops IAW OS Training Checklist 6.11.1.
 - 8.12.3.7.4. Ensure flight plans and any amendments are on file.
 - 8.12.3.7.5. Obtain an in-person briefing with AFM or designated representative prior to commencing operations during setup checklist completion.
 - 8.12.3.7.6. Ensure Uncontrolled Aircraft Operations Setup Checklist is accomplished (Attachment 10). If airfield is already closed the OS will review the Airfield NOTAMS prior to commencing UAO.
 - 8.12.3.7.7. Be familiar with each pilot's intentions and flight plans.
 - 8.12.3.7.8. Obtain a weather briefing for KBIX if airfield is still open or contact the 26 OWS (Barksdale AFB), or other 403d WG approved weather briefings.
 - 8.12.3.7.9. Be on duty one hour prior to any UAO. See paragraph 8.12.3.2.1.
 - 8.12.3.7.10. Determine runway in use based on current and forecasted wind direction, proposed flight path, weather hazards, and other safety considerations IAW OS Ops Checklist (Attachment 13).
 - 8.12.3.7.11. Accomplish an in-person step brief with each aircrew prior to launch IAW OS Ops Checklist. This briefing is required even when the crew is returning from a cross-country or when the departure will occur while the airfield is open. A phone briefing is adequate if circumstances don't permit an in-person briefing.
 - 8.12.3.7.12. Notify 81 TRW/CP when commencing or terminating UAO, IAW OS Ops Checklist, and make blanket broadcasts.
 - 8.12.3.7.13. All communication relative to UAO will be via the CTAF, aircraft maintenance issues can be coordinated over the Teal Ops freq.
 - 8.12.3.7.14. Monitor the weather and advise pilots as necessary to ensure safe operations.

- 8.12.3.7.15. When called by a vehicle operator, approve or disapprove runway, and/or Taxiway Alpha access based on UAO arriving/departing traffic.
- 8.12.3.7.15.1. Vehicle access to the runway will be prohibited until the landing aircraft has reported off runway or departing aircraft has left the aerodrome.
 - 8.12.3.7.15.2. Vehicle shall receive CP permission to enter the CMA at the discretion of the OS during UAO.
 - 8.12.3.7.15.3. In the event the OS requires a vehicle off the runway, an advisory shall be accomplished for vehicles to exit runway. It will be the vehicle operator's and OS and aircraft crew's responsibility to ensure the runway is clear.
- 8.12.3.7.16. Transmit a blanket broadcast, via LMR (Tower FM Net/Ramp Net) of landing or departing aircraft.
- 8.12.3.7.17. Report unauthorized aircraft/vehicles in the airfield environment to 81 SFS via the ETVS.
- 8.12.3.7.18. In the event of an aircraft mishap or emergency, immediately contact emergency agencies via PCAS. Emergency response vehicles are not authorized access to the runway until the aircraft has come to a complete stop.
- 8.12.3.7.19. Via the PCAS, notify and advise emergency response to the site of an aircraft mishap.
- 8.12.3.7.20. Act as the on-scene final authority for UAO until relieved by an appropriate authority. Higher authority may include but is not limited to 81 SFS, FD, AM, 81 OSF/CC, or designated representative.
- 8.12.3.7.21. Provide 81 TRW/CP with aircraft tail number, parking location for all aircraft prior to aircraft movement/arrival and notify 81 TRW/CP of any changes.
- 8.12.3.8. UAO – Participating Unit Responsibilities. (Unit manager shall be appointed by the 403d OG/CC. Responsibilities may be delegated to or shared with designated representatives).
- 8.12.3.8.1. Ensure respective equipment is available to the OS and is in good working order.
 - 8.12.3.8.1.1. At minimum, the following equipment shall be provided:
 - 8.12.3.8.1.1.1. LMR (Ramp Net) to include spare batteries and/or charger.
 - 8.12.3.8.1.1.2. A dedicated OS cellular phone number. The unit will provide AM with the OS cell number to be distributed to all units directed under this instruction.
 - 8.12.3.8.1.1.3. Publications/continuity binder which includes all applicable unit/base directives and OS checklists and procedures.
 - 8.12.3.8.1.1.4. Provide updates for critical phone number listing.
 - 8.12.3.8.2. Manage the OS schedule and distribute to 81 TRW/CP.
 - 8.12.3.8.3. Assign qualified unit personnel to be appointed as OS. The OS's will be appointed by 403d OG/CC and distributed to the 81 OSF/CC.

8.12.3.8.4. Oversee initial and periodic training for OS's on KBIX UAO.

8.12.3.8.5. Ensure unit specific checklists are created and maintained as necessary.

8.12.3.9. Pilot UAO Responsibilities.

8.12.3.9.1. Must depart the aerodrome following initial takeoff unless experiencing a situation that requires an immediate landing. Pilots returning to KBIX to land shall make one pattern to a full stop landing. UAO shall be limited to a single departure and/or single arrival for each aircraft.

8.12.3.9.2. Do not conduct UAO unless communication has been established with the OS prior to taxi/landing.

8.12.3.9.3. File, activate, and close flight plan with GWO FSS or other applicable facilities. Pilots shall file a flight plan before participating in UAO. In the remarks section of the flight plan, the pilot will annotate —UAO.

8.12.3.9.4. Pilots will taxi to the opposite end of the runway to back taxi prior to departure to ensure a safe runway environment. Pilots shall give right of way to all emergency vehicles.

8.12.3.9.5. Adhere to recommended pattern procedures for UAO as described in the AIM and other related FAA regulations. Observe traffic patterns identified in this regulation.

8.12.3.9.6. Adhere to the recommended radio procedures for UAO as described in the AIM. Departing crews shall establish contact with the OS before taxiing to the runway for departure. Arriving pilots shall establish contact with the OS 30 minutes prior to arriving at KBIX and again upon reaching 10 NM, prior to landing. All communication relative to UAO will be via the CTAF.

8.12.3.9.7. The PIC or the OS have the authority to declare an emergency at any time.

8.12.3.9.8. Ensure the OS is familiar with your crew's intentions and flight plans.

8.12.3.9.9. Accomplish a step brief with the OS prior to launch. This briefing is required even when returning from a cross-country or when the departure will occur while the airfield is open. A phone briefing is adequate if circumstances don't permit an in-person briefing.

8.12.3.10. OSF/CC UAO Responsibilities.

8.12.3.10.1. Attain a signed appointment letter from the 403d OG/CC prior to allowing the OS to assume duties.

8.12.3.10.2. Work closely with participating facilities to reconcile any conflicts that arise, this can be delegated as OSF/CC deems necessary.

8.12.3.10.3. Develop a training program for OS's. Refer to Attachment 10 for the minimum training criteria.

8.12.3.11. AM UAO Responsibilities.

- 8.12.3.11.1. Ensure critical information/procedures for KBIX UAO are published in the FLIP.
- 8.12.3.11.2. Maintain record of the arrival/departure times received from 81 TRW/CP on the schedule, OS training checklists, and setup checklists.
- 8.12.3.11.3. Provide in person briefing to OS on airfield status prior to OS commencing operations and sign the completed setup checklist.
- 8.12.3.11.4. Notify 81 TRW/CP of upcoming UAO schedule via fax.
- 8.12.3.11.5. Conduct airfield orientation for OS nominees if a qualified OS is not available.
- 8.12.3.11.6. Solicit arrival/departure information from 81 TRW/CP.
- 8.12.3.11.7. Publish a NOTAM for the night of UAO stating the NAVAIDS are unmonitored.
- 8.12.3.12. 81 TRW/CP Responsibilities.
 - 8.12.3.12.1. Notify 81 TRW/CC through the 81 TRW/CV of any after-hour operations.
 - 8.12.3.12.2. Notify 81 OSF/CC, Tower Chief Controller, FD, Emergency Room and SF of all scheduled after-hour arrival/departure times to include tail numbers and parking spots.
 - 8.12.3.12.3. Forward participating 403d units OS's schedule to 81 BOS/CE, CS, 81 SFS, 81 OSF/CC, Tower Chief Controller, FD, and 81 MDG Ambulance Response with the updated OS contact list.
 - 8.12.3.12.4. Upon receiving notification of UAO commencement and termination, notify FD, 81 SFS, and 81 MDG Ambulance Response.
 - 8.12.3.12.5. Will run In Flight/Ground Emergency Checklist. Additionally, the CP will activate the Keesler Alert Net (KAN).
 - 8.12.3.12.6. Record arrival and departure times and pass to AMOPS the next duty day via the schedule.
 - 8.12.3.12.7. Contact the OS of vehicles on the airfield or wanting access to the airfield during UAO. The OS will approve or deny CP request for vehicle access into the CMA.
 - 8.12.3.12.8. Maintain radio communications with all vehicles in the CMA. Vehicles enter the CMA after hours, after announcing over the ramp net of their intentions. 81 TRW/CP must request the intentions of the vehicle operators entering or within the CMA after being notified of UAO operations. The 403d WG is the only flying unit on Keesler, all associated 403d maintenance personnel and aircrews operating on Keesler will be aware of UAOs.
 - 8.12.3.12.9. Prior to granting access to vehicles on the CMA, advise vehicle/personnel operators of all pending aircraft operations.

- 8.12.3.12.10. CP is responsible to track vehicles in the CMA/MA when notified of UAOs. All vehicle/personnel must report on/off the CMA/MA. CP will notify the OS of all vehicles and personnel that announced entry into the CMA/MA when the OS calls the CP. The OS and CP will be able to contact all personnel in the CMA/MA via the Ramp Net.
- 8.12.3.13. Tower UAO Responsibilities. Tower will train OS's on airfield lighting and ETVS to include PCAS procedures. Tower will ensure OS's have access to the Tower lighting control computer for airfield lighting activation in the event the PCL is out of service.
- 8.12.3.14. Comm Focal/Job Control UAO Responsibilities. CS/Job Control will de-conflict any potential CS airfield work with AM. Contact 81 TRW/CP and then AM to coordinate any unexpected airfield work.
- 8.12.3.15. SFS UAO Responsibilities.
- 8.12.3.15.1. Maintain situational awareness of UAO through 81 TRW/CP notification of commencement/termination and related emergencies/mishaps.
 - 8.12.3.15.2. Investigate reports of suspicious activities to include unauthorized vehicle/aircraft movement.
- 8.12.3.16. Fire Department UAO Responsibilities.
- 8.12.3.16.1. Ensure they have radio communications with OS, 81 SFS, and Emergency Room during UAO missions.
 - 8.12.3.16.2. Observe all after-hour aircraft arrivals/departures.
 - 8.12.3.16.3. Notify OS of degraded services.
 - 8.12.3.16.4. In the event of an emergency, ensure the Incident Commander notifies 81 TRW/CP prior to entry of the CMA and when exiting providing emergency termination time.
 - 8.12.3.16.5. Provide an emergency termination time to OS and 81 TRW/CP.
- 8.12.3.17. Approved Airfield Vehicle Operator UAO Responsibilities:
- 8.12.3.17.1. In order to minimize the potential for incidents, only a select few agencies shall have access to the runways, and/ or Taxiway Alpha, when the airfield is closed. These agencies are FD, 81SFS, 81 MDG Ambulance Response, Crash Recovery, AMOPS, CE, Airfield Lighting, and ATCALs Maintenance. All operators must have a current AF Form 483, Certificate of Competency to operate a vehicle on the airfield, and CMA.
 - 8.12.3.17.2. Call 81 TRW/CP for approval prior to accessing the CMA during periods when KBIX airfield is closed prior or during UAOs. Abide by all requirements in this instruction to allow de-confliction of vehicle operations and UAOs.
 - 8.12.3.17.3. If there is any doubt as to whether UAO is in effect, call the 81 TRW/CP.

8.12.3.17.4. All vehicle/personnel must report on/off the CMA using the Ramp Net LMR which is monitored by the 81 TRW/CP and OS. **NOTE:** Fire Department does not have Ramp net. The Fire Department vehicles will use the primary Fire Net LMR radio or call 81 TRW/CP via fire department dispatch if OS is not on the Fire Net to report on/off the CMA.

8.12.3.18. Legal Implications. The pilot/unit will be responsible for their aircraft operating under these provisions if involved in an accident/incident. The 403d WG assumes liability for injury/damage associated with any UAO at KBIX. Under no circumstances shall aircraft be scheduled during uncontrolled airfield conditions without proper notification to the appropriate agencies listed in this instruction.

8.13. Small Unmanned Aircraft Systems (SUAS): The following procedures authorize the limited use of SUAS aircraft on Keesler AFB. Keesler AFB will only allow SUAS for governmental and commercial (civil) use. Hobbyist (recreational) use is not allowed on Keesler AFB. SUAS are defined in weight to be between .5lbs to 55lbs. Manned aircraft operations take precedence over SUAS operations. The 81 TRW/CC is the approval authority for SUAS operations on Keesler AFB (KBIX). 81 TRW-authorized governmental or commercial SUAS activities will be individually coordinated through the 81 OSF/CC (2280377-5460/2120) for operational approval using the following guidance

8.13.1.1. These procedures supplement AFI 13-204V3, *Airfield Operations Procedures and Programs*, Small Unmanned Aircraft Systems policy. SUAS procedures will be published in the KAFBI 13-204 **Chapter 6**, Paragraph 8 and FLIPs.

8.13.1.2. These procedures outline requirements for SUAS operators to follow on KBIX.

8.13.1.3. These procedures outline airfield/base operating procedures for the individuals that are authorized to operate SUAS. In addition, the 81st Security Force Squadron (81 SFS), 81st Training Wing Public Affairs (81 TRW/PA), and 81st Operations Support Flight (81 OSF) will establish notification procedures for their respective personnel and aircrews of the SUAS operations.

8.13.1.4. The 81 SFS, 81 PA, and 81 OSF have duties in this publication. All units mentioned are responsible for understanding the SUAS process and their responsibilities as defined by this publication. The intent is to ensure safe SUAS operations near and on KBIX.

8.13.2. SUAS Request procedures. SUAS operators will fill out the SUAS Request Form and attach a copy of their Section 333 Exemption and Certificate of Authorization if available, when operating on or over Keesler AFB.

8.13.2.1. SUAS operations on and or over Keesler AFB shall be limited to the request submitted for approval. Additional time and/or location changes to the SUAS operation will be coordinated through 81 OSF, and, if time permits, the operator must also notify 81 SFS and 81 PA.

8.13.2.2. SUAS requests should be submitted five business days prior to the operation on KBIX. Off base SUAS operations will broadcast with a NOTAM and ATIS once received. KBIX may object to SUAS operations outside for the base perimeter fence. If the operator persists, the OSF/CC, CCTLR, or designated representative shall contact 81

SFS to engage local law enforcement to detect and potentially investigate and, as appropriate, pursue enforcement actions to stop the use.

8.13.2.3. Authorized SUAS operations occurring outside of the base parameter, but within KBIX Delta Airspace, will be asked to voluntarily complete the locally developed SUAS Request Form to enhance ATC situational awareness and publishing of applicable SUAS NOTAMs.

8.13.2.4. The 81 OSF/CC or designated representative will contact the requestor along with the reason for denying the SUAS operation.

8.13.3. SUAS – Operations. 81 OSF will be the POC for SUAS requests.

8.13.3.1. The 81 OSF is the focal point for SUAS operations conducted on or near KBIX. During SUAS, the SUAS operator will ensure operations are conducted safely. AMOPs will issue a NOTAM alerting aircrews of the SUAS operation location, time and duration, and altitude.

8.13.3.2. Manned aircraft operations take precedence over SUAS operations. 81 OSF/CC, Air Traffic Controller Watch Supervisor, Airfield Manager may terminate SUAS operation(s). SFS will coordinate through AMOPs (228-377-2120) to stop SUAS operations. Termination requests will be passed to the operator via AMOPS.

8.13.3.3. In the event of lost link of SUAS the operator will notify AMOPS immediately and provide location of SUAS. AMOPS will contact the ATC and relay the information of the SUAS operator and location of the SUAS. AMOPS will retrieve SUAS with operator if the SUAS landed within the airfield boundaries.

8.13.3.4. AMOPS will escort the SUAS operator while operating within the airfield boundaries.

8.13.3.5. SUAS operations will be advertised via NOTAM and ATIS *IAW 13-204v3 3.10.4.4.* to all in-bound/out-bound/transitioning aircraft by ATC and passed to Gulfport Approach/Departure. ATC will advise aircraft of the location and altitude of the SUAS when operating in close proximity of the airfield.

8.13.4. Preparation. On base SUAS operations will not commence without a completed SUAS Request Form.

8.13.4.3.1. The operator will call AMOPS 30 minutes prior to approved operations in order to receive final approval from AMOPS. Final approval is predicated on the event the SUAS operation would interfere with changes to the base mission/exercise/flying operations, and allow AMOPS time to advise ATC and SFS. Preprogrammed SFS number indicates that AMOPS is calling. Having a SUAS Request Form and phone call from a preprogrammed number prevents personnel from calling in false SUAS operations. ATC will advise aircraft of the location and altitude of the SUAS by providing a traffic call to the aircraft (i.e. Traffic three o'clock half mile, small unmanned aerial system operating from the surface to 400 feet AGL).

8.13.4.3.2. The operator will notify AMOPS once their operation is complete. AMOPS will notify ATC and SFS of the completion.

8.13.5. Air Force personnel desiring to fly SUAS in an official (governmental) capacity must comply with AFI 11-502 series requirements and obtain MAJCOM approval prior to conducting operations.

8.13.6. Legal Implications. The pilot/owner operator will be responsible for aircraft operating under these provisions if it is involved in an accident/incident. The pilot/owner/operator assumes liability for injury/damage associated with any SUAS at KBIX. SUAS operators who fail to adhere to local SUAS policy requirements are subject to permanent denial of operations and/or other actions, IAW applicable DoD and/or Public Law.

DENNIS G. SCARBOROUGH, Colonel, USAF
Vice Commander, 81st Training Wing

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

- 81 TRW Plan 212, *Bird Aircraft Strike Hazard (BASH)*, 1 June 2011
- 81 TRW Plan 502, *Anti-hijacking and Prevention of Unauthorized Aircraft Movement*, 30 September 2010
- 81 TRW Plan 91-204, *Aircraft Mishap Response Plan*, 1 October 2010
- AFI 10-1001, *Civil Aircraft Landing Permits*, 1 September 1995
- AFI 11-202V3, *General Flight Rules*, 7 November 2014
- AFI 13-204V3, *Airfield Operations Procedures and Programs*, 1 September 2010
- AFI 13-213, *Airfield Driving*, 1 June 2011
- AFI 32-1042, *Standards for Marking Airfields*, 14 January 2015
- AFJI 11-204, *Operational Procedures for Aircraft Carrying Hazardous Materials*, 11 November 1994
- AFMAN 11-226, *U.S Standard for Terminal Instrument Procedures*, 1 November 1999
- AFMAN 33-363, *Management of Records*, 1 March 08
- AFMAN 91-201, *Explosives Safety Standards*, 12 January 2011
- AFOSHSTD 91-100, *Aircraft Flightline – Ground Operations and Activities*, 1 May 98
- AFPD 13-2, *Air Traffic, Airfield, Airspace and Range Management*, 7 August 2007
- DoD 6055.9-STD, *DOD Ammunition and Explosives Safety Standards*, 29 February 2008
- ETL 04-2 Change 1, *Standard Airfield Pavement Marking Schemes*, 19 July 2004
- JO 7110.65, *Air Traffic Control*, 9 February 2012
- JO 7400.9W, *Airspace Designations and Reporting Points*, 8 August 2012
- Federal Aviation Regulation 91.209, *Aircraft Lights*
- Federal Aviation Regulation Part 77, *Objects Affecting Navigable Airspace*
- FOI 13-1, *Control Tower Management*, 15 April 2013
- Keesler AFB Supplement to AFI 13-213, *Airfield Driving*, 13 June 2014
- Keesler AFB Supplement 15-101, *Weather Support*, 26 November 2014
- 403d Wing Instruction 21-101, *Functional Check Flights(FCF)Operational Check Flights (OCF)/Local Procedures*, 22 Sep 2014
- Records Disposition Schedule (RDS)
- UFC 3-260-01, *Airfield and Heliport Planning and Design*, 17 November 08
- UFC 3-535-01, *Visual Air Navigation Facilities*, 17 November 2005

Prescribed Forms

No prescribed forms.

Forms Adopted

AF Form 3616, *Daily Record of Facility Operation*

AF Form 483, *Certificate of Competency*

AF Form 847, *Recommendation for Change of Publication*

AETC Form 745, *Emergency/Accident and Hazardous Cargo Log*

DD Form 175, *Military Flight Plan*

DD Form 1801, *DOD International Flight Plan*

FAA Form 7460-1, *Notice of Proposed Construction or Alteration.*

Abbreviations and Acronyms

AFAS—Air Force Airfield Automation System

AFFSA— Air Force Flight Standards Agency

AFM—Airfield Manager

AGL—Above Ground Level

AICUZ— Air Installation Compatible Use Zone

AIS—Aeronautical Information System

AMOPS—Airfield Management Operations

AOB—Airfield Operations Board

APS—Aerial Port Squadron

ARTCC—Air Route Traffic Control Center

ATC— Air Traffic Control

ATCALS—Air Traffic Control and Landing Systems

ATIS—Automatic Terminal Information Service

BASH—Bird/Wildlife Aircraft Strike Hazard

BDOC—Base Defense Operations Center

BOS—Base Operations & Support Contract

BWC—Bird Watch Condition

CAT— Category

CCTLR— Chief Controller

CDT—Controlled Departure Time

CE—Civil Engineering

CIC—Controller in Charge

CMA—Controlled Movement Area

CWS—Compressed Work Schedule

DALR—Digital Audio Legal Recorder

DBRITE—Digital Bright Radar Indicator Tower Equipment

DOD—Department of Defense

DME—Distance Measuring Equipment

DSN—Defense Switched Network

DV—Distinguished Visitor

DZ—Drop Zone

ELT—Emergency Locator Transmitter

EMCS—Energy Management and Control System

ERCC—Engine Running Crew Change

ERO—Engine Running Offload

ETL—Engineering Technical Letter

ETVS—Enhanced Terminal Voice Switch

FAA—Federal Aviation Administration

JO—Joint Order

FAF—Final Approach Fix

FAR—Federal Aviation Regulation

FDIO—Flight Data Input/Output

FLIP—Flight Information Publication

FOD—Foreign Object Damage

FSS—Flight Service Station

HIRL—High Intensity Runway Light

IAW—In Accordance With

IC—Incident Commander

IDLH—Immediately Dangerous to Life or Health

IFE—In-Flight Emergency

IFR—Instrument Flight Rules

ILS—Instrument Landing System

IR—Infrared

JET—Joint Environmental Toolkit
KAN—Keesler Alert Net
KIAS—Knots Indicated Air Speed
LOA—Letter of Agreement
LZ—Landing Zone
MA—Movement Area
MACA—Mid-Air Collision Avoidance
MARSA—Military Authority Assumes Responsibility for Separation of Aircraft
MEDEVAC—Medical Evacuation
MOC—Maintenance Operations Center
MSL—Mean Sea Level
NAS—National Airspace System
NAVAID—Navigational Aid
NCOIC—Noncommissioned Officer In Charge
NFPA—National Fire Protection Association
NM—Nautical Mile
NOTAM—Notices to Airmen
NVD—Night Vision Device
OBO—Official Business Only
OPR—Office of Primary Responsibility
PA—Public Affairs
PAPI—Precision Approach Path Indicator
PAR—Precision Approach Radar
PCAS—Primary Crash Alarm System
POPFS—Poppo Ferry Bridge
POV—Privately Owned Vehicle
PPR—Prior Permission Required
PTD—Pilot to Dispatch
QRC—Quick Reaction Checklist
RCR—Runway Condition Reading
RDS—Records Disposition Schedule
REIL—Runway End Identifier Light

RSRS— Reduced Same Runway Separation
SC—Senior Controller
SCN—Secondary Crash Network
SFL—Sequencing Flashing Lights
SFO—Senior Fire Officer
SOF—Supervisor of Flying
TA—Transient Alert
TACAN— Tactical Air Navigation
TERPS—Terminal Instrument Procedures
TIKI—Beau Rivage
TO—Technical Order
UFC—Unified Facilities Criteria
UHF—Ultra High Frequency
UTA—Unit Training Assembly
VFR—Visual Flight Rules
VHF—Very High Frequency
VLZMP—Visual Landing Zone Marking Panels
VMC—Visual Meteorological Conditions
VORTAC—Very High Frequency Omni-Directional Radio Range Tactical Air Navigation
WS—Watch Supervisor

Terms

Aircraft Movement Areas—Includes all areas of the airfield, which allow aircraft to proceed under its own power, such as the parking ramp, taxi lanes, taxiway and runway.

Airfield—Those areas of Keesler AFB within the fenced airfield entry point/warning signs, includes all areas designed for aircraft operations.

Airfield Authorized Vehicles—Any vehicle authorized by Airfield Management to operate on the airfield by an airfield qualified driver in accordance with Keesler AFB Supplement to 13-213, *Airfield Driving*.

Airfield Management—Plans and directs airfield operations to include maintenance, construction and use of airfield facilities. Assures airfield facilities provide for safe aircraft movement. Develops aircraft parking plans and designates airfield locations required to accomplish mission functions. Airfield Management is also responsible for managing the airfield driving program.

Base Operations—The building housing the Airfield Management Operations Section, Airfield Management, Base Weather Station, DV Lounge and the Operations Support Flight

administrative offices. For the purposes of this instruction, all references to AMOPS shall mean those functions carried out by the AMOPS Coordinators.

Controlled Movement Area—This area includes the runway, the grass infield, within 100 feet of the edge of the runway, up to and including VFR/IFR hold lines. The purpose of the Controlled Movement Area is to establish control over aircraft and vehicular traffic. The Tower exercises direct radio control over the Controlled Movement Area.

Emergency Response Vehicles—Government vehicles with emergency response duties involving aircraft emergencies or airfield operation emergencies. In response to airfield duties, these vehicles may enter/exit the restricted area at other than designated entry points. When time permits, operators of these vehicles will inform 81 SFS of intentions prior to crossing restricted area lines.

Movement Area— includes Taxi lane Alpha and taxiways (B, C, D, E, & F) up to VFR/IFR hold lines and dashed yellow lines at Alpha and the Back Line denotes MA.

Attachment 2

AIRFIELD DIAGRAM FIGURE

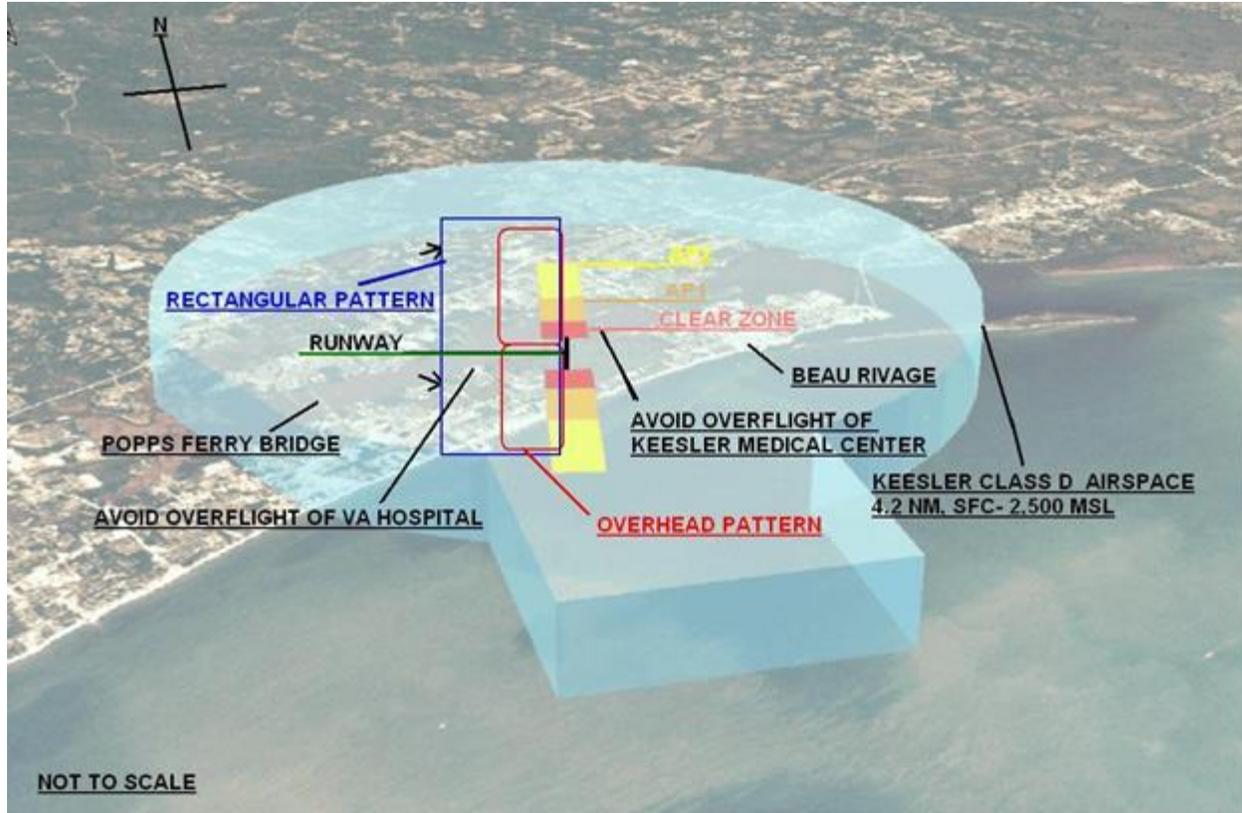
Figure A2.1. Airfield Diagram



Attachment 3

LOCAL VFR TRAFFIC PATTERNS AND AIRSPACE

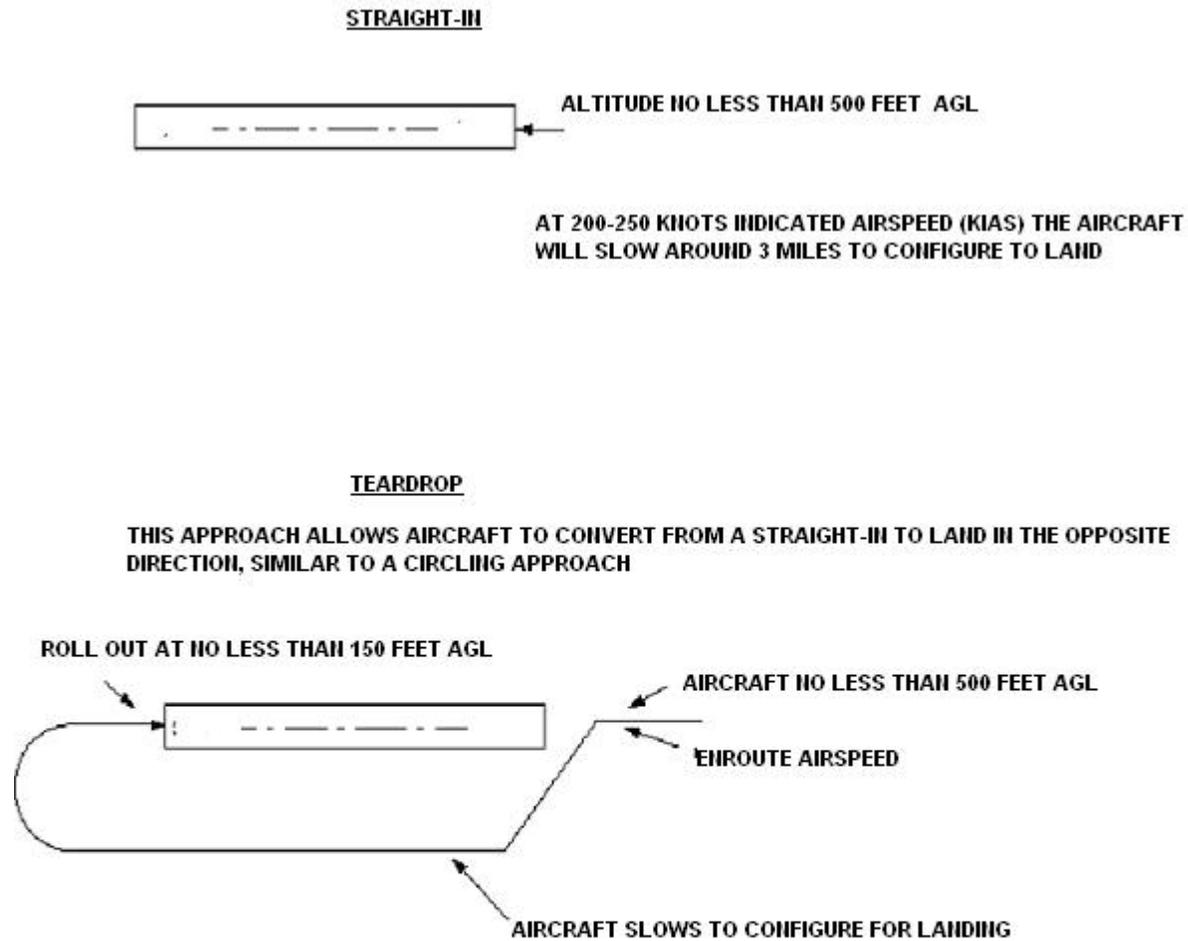
Figure A3.1. LOCAL VFR TRAFFIC PATTERNS AND AIRSPACE.



Note: The traffic pattern for rotary-wing is 500 feet MSL, 1,000 feet MSL for fixed-wing aircraft. The overhead pattern altitude is 1,500 feet MSL. Aircraft may be permitted to fly a right traffic pattern for Runway 03 and left traffic patterns for Runway 21 if traffic situations dictate.

Attachment 4

FIGURE A4.1 RANDOM SHALLOW APPROACHES: STRAIGHT-IN AND TEAR DROP.

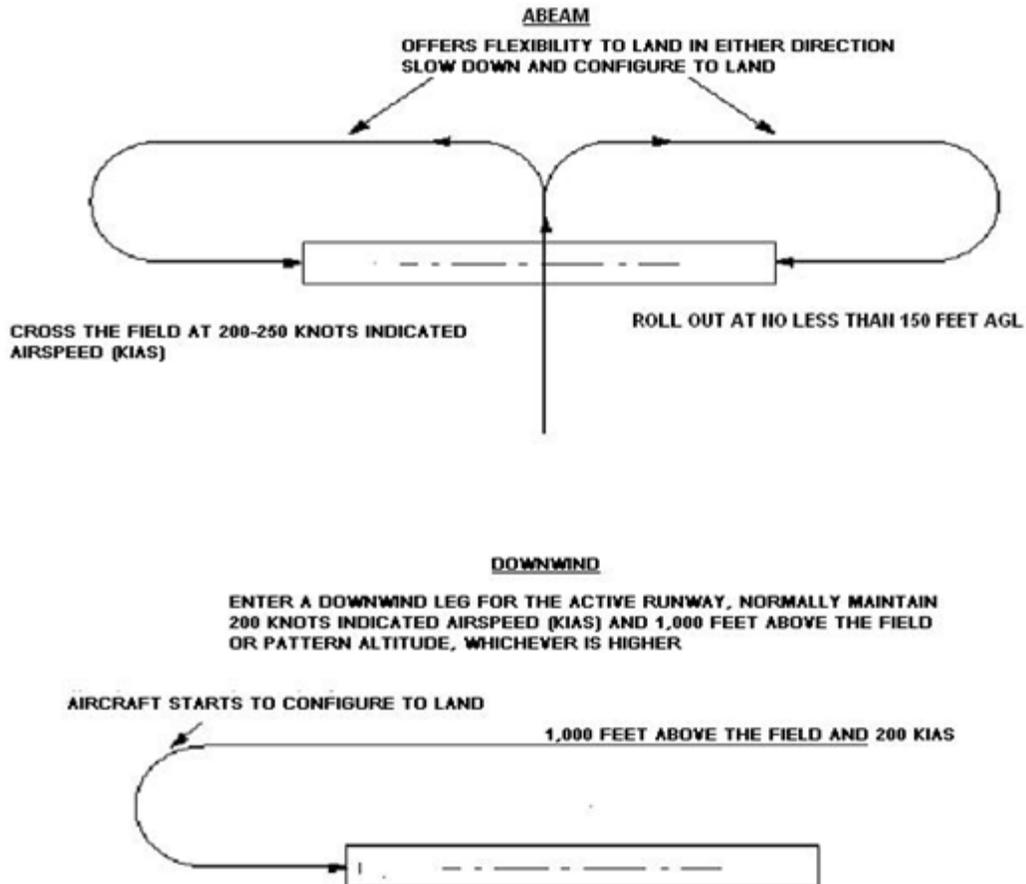


Note: This is a general diagram of the random shallow approach for reference use only. It may be flown from any cardinal direction.

Attachment 5

RANDOM SHALLOW APPROACHES: ABEAM AND DOWNWIND

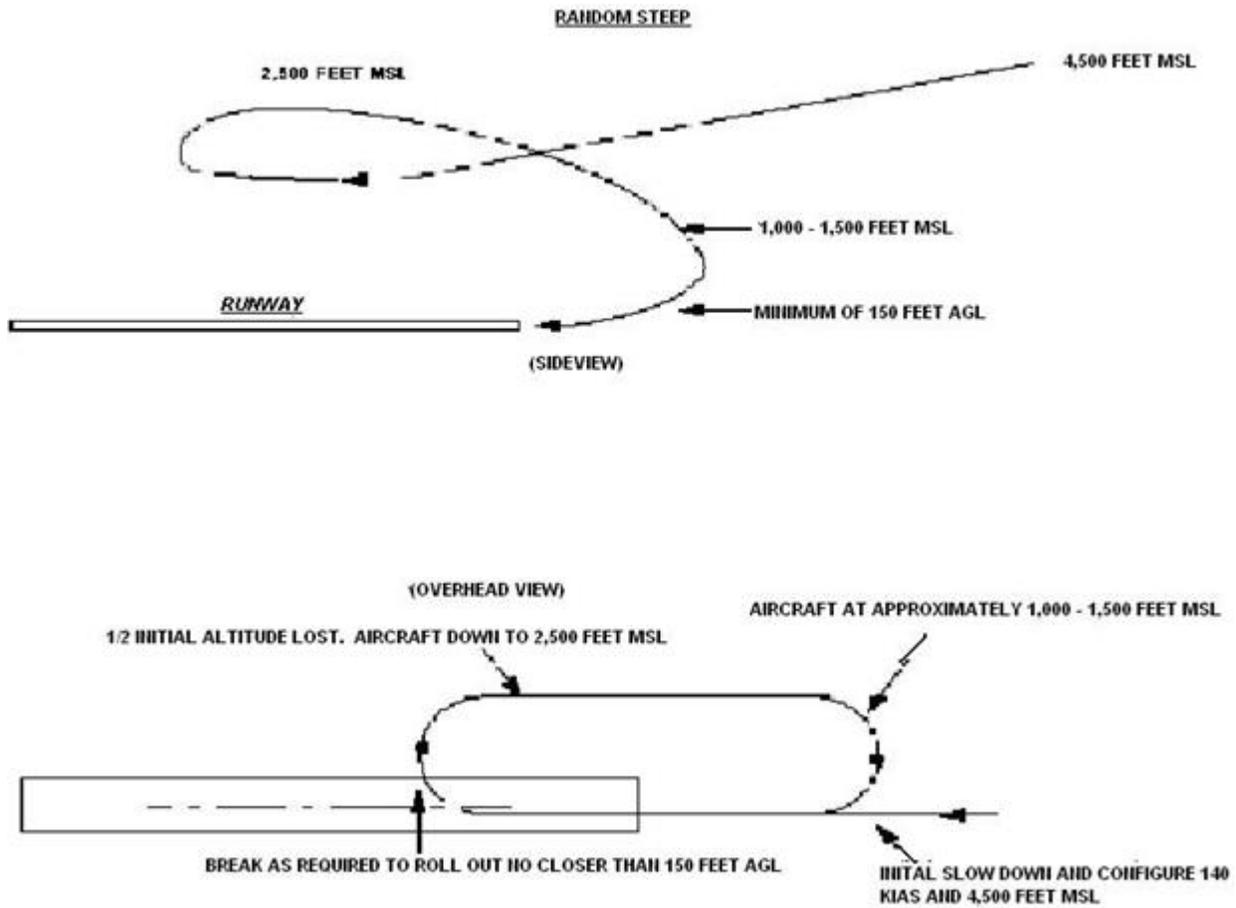
Figure A5.1. RANDOM SHALLOW APPROACHES: ABEAM AND DOWNWIND.



Note: This is a general diagram of the random shallow approach for reference use only. It may be flown from any cardinal direction

Attachment 6
RANDOM STEEP APPROACH

Figure A6.1. RANDOM STEEP APPROACH.



Note: This is a general diagram of the random steep approach for reference use only. It may be flown from any cardinal direction.

Attachment 7**ATCALs OPERATIONS PROCEDURES**

A7.1. PURPOSE: Establishes reporting, coordination and maintenance response procedures concerning ATCALs, weather and ATC communications equipment operated by the 81st Operations Support Flight (OSF) and maintained by the 81 OSF/OSM.

A7.2. RESPONSIBILITIES:

A7.2.1. 81st Operations Support Flight/Operations System Maintenance (81 OSF/OSM).

A7.2.1.1. 81 OSF/OSM ATCALs Airfield Systems will:

A7.2.1.1.1. Be the primary focal point for outages on ATCALs and meteorological equipment listed in Attachment 8.

A7.2.1.1.2. Provide job control numbers, coordinate repairs, and provide follow up status seven days a week on systems that are impacting flight operations. Verification of all open work orders will be accomplished Monday through Thursday and on Up Fridays (0800 – 0900L). For ILS outages the AFFSA's Remote Maintenance Center (RMC) will provide the job control number. To verify ILS open work orders contact the RMC at DSN 884-8651 or commercial 405-734-8651.

A7.2.1.1.3. Contact affected ATC facility, as applicable, on any malfunctions or interruptions to ATCALs equipment and determine the outage impact IAW Attachment 8. Coordinate with the Tower facility prior to closing out a job.

A7.2.1.1.4. Prioritize maintenance IAW Attachment 8 unless otherwise approved by the appropriate CCTLR or 81 OSF/CC of the equipment involved.

A7.2.1.1.5. Coordinate with the Tower WS/SC/CIC prior to removing any ATCALs or meteorological equipment for maintenance or Preventive Maintenance Inspections (PMI's) during other than established PMI times. Meteorological or ATCALs equipment shall not be released for maintenance if the WS/SC determines that it could have a potentially negative mission impact or the existing or forecasted weather is less than a 3,000 foot ceiling or 9,000 meters of visibility during the scheduled maintenance times. Coordinate with the 81 OSF/CC prior to PMIs and other maintenance outside of normal hours when the Tower is not staffed (2300L – 0800L Monday – Friday; 1700L – 1000L Saturday - Sunday).

A7.2.1.1.6. Perform ATCALs PMIs during times published in the enroute supplement of FLIPs or coordinate scheduled deviations with affected agencies.

A7.2.1.1.7. Coordinate unpublished PMI maintenance requests with 81 OSF/CC during normal duty hours and at least 24 hours in advance. After normal duty hours, coordinate unpublished PMI maintenance requests with the 81 OSF/CC.

A7.2.1.1.8. Ensure TACAN ID is removed or changed to TEST when performing maintenance.

A7.2.1.1.9. Notify the Tower via the Ramp Net or landline when entering and leaving the TACAN, Localizer, Glideslope and FMQ-19 sites. Evacuate the facility when advised by the Control Tower using hand held LMR's via Ramp Net.

A7.2.1.1.10. Ensure the work area around equipment is clean following any maintenance actions.

A7.2.1.1.11. During normal duty hours maintenance personnel will respond to the location of an outage within 30 minutes of telephone contact if maintenance is required.

A7.2.1.1.12. After normal duty hours, maintenance personnel will respond to outages and be on base within 1 hour of telephone contact if maintenance is required.

A7.2.1.1.13. Provide AMOPS with a replacement ground-to-air radio when the primary pilot-to-dispatch is unusable and Weather when pilot-to-metro radio is unusable.

A7.2.1.1.14. For restoral of communication for the control tower refer to attachment 8.

A7.2.1.1.14.1. For restoral of all telephone communication lines for the Control Tower, AMOPS and Weather Airfield System will coordinate with the 81 CS CFP for restoral actions.

A7.2.2.1. Control Tower will:

A7.2.2.1.1. Act as primary NOTAM and ATCALs monitor facility for Keesler AFB.

A7.2.2.1.2. Report malfunctions/outages of equipment listed in Attachment 8 to 81 OSF/OSM Airfield Systems and for the ILS (Glideslope and Localizer) report malfunctions/outages to the RMC.

A7.2.2.1.2.1. Provide a detailed description of the problem, unless Electromagnetic Interference (EMI) is suspected. Use AFI 10-707 paragraphs 2 and 3 as a guide.

A7.2.2.1.2.2. Report EMI incidents as an equipment outage/problem and requiring immediate response. **Note:** Do not use the term "EMI" or any of its components when reporting problems. Reporting will be accomplished using AFI 10-707 paragraphs 2 and 3.

A7.2.2.1.2.3. Report malfunctions/outages of the ILS to AFFSA RMC at DSN 884-8651 or commercial 405-734-8651. Notify 81 OSF/OSM Airfield Systems that the RMC was contacted to report malfunctions/outages of the ILS within 5 min of notifying the RMC.

A7.2.2.1.2.4. In the event that the RMC cannot be contacted notify 81 OSF/OSM Airfield Systems to conduct a first look and for them to continue to attempt contacting the RMC. 81 OSF/OSM Airfield systems can be reached at DSN 591-6330 or on the standby phone 228-239-7358.

A7.2.2.1.3. Defer maintenance if releasing the equipment will further degrade safety or operations. Notify RMC or 81 OSF/OSM Airfield Systems, as appropriate, when equipment is available for release.

A7.2.2.1.4. Notify 81 OSF/OSM Airfield Systems if weather or any other operational need requires return of previously released equipment during scheduled or

unscheduled maintenance. Notify the RMC if the ILS facilities needed returned to service due to weather or operational needs.

A7.2.2.1.5. Tower shall use the Ramp Net radio or landline to advise maintenance to evacuate in the event of an emergency at the following numbers, 377-4473 (Glideslope), 377-3054 (Localizer) and 377-2529 (TACAN).

A7.2.2.1.6. Initiate verification of outages with 81 OSF/OSM Airfield Systems on a Monday through Thursday and on Up Fridays basis between 0800 - 0900L.

A7.2.2.1.7. Notify 81 OSF/OSM Airfield Systems if any agency, other than 81 OSF/OSM, is performing scheduled or unscheduled maintenance that affects equipment/systems for which 81 OSF/OSM has maintenance or equipment responsibility as listed in Attachment 8.

A7.2.2.1.8. Notify 81 OSF/OSM Airfield Systems when maintenance is performed in facilities that house equipment which 81 OSF/OSM has maintenance or equipment responsibility as listed in Attachment 8.

A7.2.2.1.9. Notify Airfield Systems when work is occurring on the airfield or vehicles/equipment operations that may compromise the ILS critical areas (see para 1.22. of this instruction) or the integrity of the ILS signal (i.e. vehicles parked in the glideslope critical area at the marina).

A7.2.2.1.10. Notify Airfield Systems Maintenance if ANY personnel needing access to the 5th floor radio equipment maintenance room in the Control Tower. Only Airfield Systems Maintenance personnel can escort personnel in the 5th floor maintenance room for any reason.

A7.2.2.1.11. Notify Airfield Systems Maintenance upon notification of an inbound FAA Flight Inspection aircraft.

A7.2.2.1.11.1. Upon completion of the flight inspection or evaluation, the Tower WS/SC shall forward results and pertinent data to 81 OSF/OSM ATCALs Maintenance Chief.

A7.2.2.1.11.2. Forward a copy of FAA flight check report to ATCALs Maintenance Chief. If a report has not been received within a months of flight inspections, contact the 81 OSF/CC.

A7.2.2.1.12. Ensure that the 5th floor radio equipment maintenance room in the Control Tower is kept free of obstructions/clutter; it is not a storage area, it is for equipment only.

A7.2.2.2. AMOPS will:

A7.2.2.2.1. Report malfunctions/outages of equipment listed in Attachment 8 to 81 OSF/OSM Airfield Systems.

A7.2.2.2.2. Provide a detailed description of the problem and mission impact.

A7.2.2.2.3. Act as the NOTAM issuing facility and secondary NOTAM monitoring facility.

A7.2.2.3. Weather will:

A7.2.2.3.1. Report malfunctions/outages of equipment listed in Attachment 8 to 81 OSF/OSM Airfield Systems.

A7.2.2.3.2. Provide a detailed description of the problem and mission impact.

A7.2.3. 81 OSF/CC will:

A7.2.3.1. Brief the status of this LOP at the applicable AOB and ensure any changes to this LOP are reviewed and approved by HQ AETC/A3OF prior to implementation IAW AFI 13-204v3.

A7.2.3.2. The 81 OSF/CC or designated representative coordinates the downtime of a facility and notifies maintenance of approval/disapproval. Before approving downtime, obtain approval from the 81 TRW/CV and notify the AFM for appropriate NOTAM/airfield advisory action. The 81 OSF/CC will ensure that no more than one ATCALs facility is taken down for maintenance at a time. For the ILS (localizer or Glideslope) downtimes once coordination is complete and approved notify the RMC.

A7.2.3.3. Notify ATCALs Section Chief in advance of scheduled flight checks as coordinated with the FAA.

Attachment 8

81 COMMUNICATIONS SQUADRON RESTORAL PRIORITY PROCEDURES.

Table A8.1. Restoral Priority #1: ATC Primary operating frequencies, Enhanced Terminal Voice Switch (ETVS), the Digital Audio Legal Recorder (DALR), Local Designations and Alternate Communications.

| Order | Designation | Location | Alternates/Notes |
|-------|--------------------------------------|-----------------------|-------------------------------|
| 1 | Freq. 269.075 UHF Local Control (LC) | Tower (bldg 4209) | TRC-176, UHF TX/RX, GRC-171 |
| 2 | Freq. 120.75 VHF LC | Tower (bldg 4209) | TRC-176, VHF TX/RX, GRC-211 |
| 3 | Freq. 121.8 VHF Ground Control (GC) | Tower (bldg 4209) | TRC-176, VHF TX/RX, GRC-211 |
| 4 | Freq. 275.8 UHF GC | Tower (bldg 4209) | TRC-176, UHF TX/RX, GRC-171 |
| 5 | Ramp Net LMR | Tower (bldg 4209) | FM Net, AMOPS relay, landline |
| 6 | ETVS | Tower (bldg 4209) | |
| 7 | DALR | Tower (bldg 4209) | |
| 8 | Freq. 243 UHF Guard | GATR Site (bldg 6653) | UHF TX/RX, GRC-171 |
| 9 | Freq. 121.5 VHF Guard | GATR Site (bldg 6653) | VHF TX/RX, GRC-211 |
| 10 | Crash Net LMR | Tower (bldg 4209) | FM Net, AMOPS relay, landline |

Table A8.2. Restoral Priority #2: NAVAIDS, Digital Bright Radar Indicating Tower Equipment (DBRITE) and Flight Data Input/Output (FDIO). For restoral of ILS (Glideslope or Localizer) the 81 OSF/OSM Airfield Systems will work with the RMC for equipment restoral.

| Order | Designation | Facility |
|-------|-----------------|---------------------|
| 1 | ILS: Localizer | 7605 |
| 2 | ILS: Glideslope | 6750 |
| 3 | TACAN | 6655 |
| 4 | FMQ-19 | 6656, 6753 and 4261 |
| 5 | FDIO | 4209 |
| 6 | STARS | 4209 |

Table A8.3. Restoral Priority #3 Landlines, Circuit Listing and Alternate Communications.

| Order | Name | Circuit | 1st Alternate | 2d Alternate | 3d Alternate |
|-------|------------------|----------|---------------|--------------|--------------|
| 1 | Gulfport (voice) | SC574 | Gp-7701 (06) | Tel864-3760 | Freq 354.1 |
| 2 | AMOPS | 056-1010 | 377-2120/2126 | Ramp Net | Freq 372.2 |
| 3 | Weather | 056-0118 | 377-3305/4397 | AMOPS | Freq 267.4 |

| | | | | | |
|---|--------------------|----------|---------------|-----------|-------------|
| 4 | Fire/Crash Station | 056-0191 | 377-3333/3330 | Crash Net | Crash Phone |
| 5 | Command Post | 056-0791 | 377-4330/2321 | AMOPS | N/A |
| 6 | Maint. Control | 056-0024 | 377-4220/4224 | AMOPS | N/A |
| 7 | Security Forces | 056-9991 | 377-3040/3044 | AMOPS | N/A |

A8.1. PURPOSE: Establishes reporting, coordination and maintenance response procedures concerning ATCALs, weather and ATC communications circuits operated by the 81st Operations Support Flight (OSF) and maintained by the 81 CS.

A8.2. RESPONSIBILITIES:

A8.2.1. 81st Communications Squadron (81 CS).

A8.2.1.1. 81 CS/SCOI will:

A8.2.1.1.2. Respond within 30 minutes of notification during normal duty hours to support outages and restore critical communications circuits listed in Table A8.4.

A8.2.1.1.3. Respond within 1 hour of notification after duty hours to support outages and restore critical communications circuits listed in Table A8.4.

A8.2.1.1.4. Utilize the established restoral priorities in Tables A8.1., A8.2. and A8.3. if multiple communications circuits are affected or base restoral procedures are needed for emergencies and/or restoring airfield operations.

A8.2.1.2. 81 CS/SCOT will:

A8.2.1.2.2. Respond within 30 minutes of notification during normal duty hours to support outages and restore critical ATC Land Mobile Radio (LMR) communications listed in Table A8.1. numbers (5) and (10).

A8.2.1.2.3. Respond within 1 hour of notification after duty hours to support outages and restore critical ATC LMR communications listed in Table A8.1. numbers (5) and (10).

A8.2.1.2.4. Utilize the established restoral priorities in Tables A8.1. if multiple ATC LMR's are affected or base restoral procedures are needed for emergencies and/or restoring airfield operations.

Table A8.4. ATCALs Communications Circuit List

| Order | Equipment/Use | CIRCUIT | BUILDING |
|-------|-----------------------------|--------------|--------------------------------|
| 1 | Primary ATC Radios | FO 6653-4209 | 6653 to 4209 |
| 2 | Localizer RCSU in Tower | 377-7606 | 2801 to 4209 5th Floor |
| 3 | Localizer Remote Maint Line | 377-7607 | 2801 to 4209 5th Floor to 7605 |
| 4 | Localizer Remote Maint Line | 377-7605 | 2801 to 4209 |
| 5 | Localizer Status | FO 4209-7605 | 7605 to 4209 5th Floor |
| 6 | Glideslope Remote Line | 377-6750 | 2801 to 4209 5th floor to 6750 |
| 7 | Glideslope Remote Line | 377-6751 | 2801 to 4209 5th floor to 6750 |
| 8 | Glideslope Remote Line | 377-6752 | 2801 to 4209 5th floor to 6750 |
| 9 | Glideslope Status | FO 4209-6750 | 6750 to 4209 5th Floor (Twr) |

| | | | |
|----|---------------------------------------|-------------------|---------------------------------------|
| 10 | TACAN Status | FO 6655-6653-4209 | 6655 to 6653 to 4209 |
| 11 | FMQ-Primary | FO 233-6656 | 6753 to 0233 |
| 12 | FMQ-Discontinuity | FO 233-6753 | 6656 to 0233 |
| 13 | RLIM | FO 233-4261 | 4261 to 0233 |
| 14 | STARS FAA/FTI Harris extended circuit | FO 2801 - 4209 | 4209 (Twr) to GPT 265-6050 |
| 15 | FDIO / GPT Shout / HOU Dial | 575 | 4209 (Twr) to Houston Center |
| 16 | Base OPS UHF Radio 372.2 TX | 346-F | 0233 to 2801 to 6653 Airfield Systems |
| 17 | Base OPS UHF Radio 372.2 RX | 346-F | 0233 to 2801 to 6653 Airfield Systems |
| 18 | Base Weather UHF Radio 267.4 TX | 319-F | 0233 to 2801 to 6653 Airfield Systems |
| 19 | Base Weather UHF Radio 267.4 RX | 319-F | 0233 to 2801 to 6653 Airfield Systems |
| 20 | Telephone Tower Cab | 377-3820 | 2801 to 4209 |
| 21 | Telephone Base OPS | 056-1010 | 0233 to 2801 to 4209 |
| 22 | Telephone Base Weather | 056-0118 | 0233 to 2801 to 4209 |
| 23 | Telephone Fire Dept | 056-0191 | 2801 to 4209 |
| 24 | Telephone Command Post | 056-0791 | 2801 to 4209 |
| 25 | Telephone Transient Alert | 056-0056 | 2801 to 4209 |
| 26 | Telephone Security Forces | 056-9991 | 2801 to 4209 |
| 27 | Telephone MX Main | 056-0024 | 2801 to 4209 |
| 28 | Telephone Tower | 377-4373 | 2801 to 4209 |
| 29 | Fire Station - Primary Crash | 160-2 | 4209 |
| 30 | Base OPS - Primary Crash | 160-3 | 4209 |
| 31 | Base OPS - Primary Crash | 160-4 | 4209 |
| 32 | Emerg. Room - Primary Crash | 160-5 | 4209 |
| 33 | Flight Medicine - Primary Crash | 160-6 | 4209 |
| 34 | Glideslope Spare | 377-6753 | 2801 to 4209 5th floor to 6750 |
| 35 | FMQ-19 Remote Display | FMQ19-6 | 0233 to 2801 to 6653 Airfield Systems |

Attachment 10

TABLE A10.1 UNCONTROLLED AIRCRAFT OPERATIONS SUPERVISOR TRAINING REQUIREMENTS.

| Uncontrolled Aircraft Operations Operations Supervisor Training Requirements | | |
|--|-------|--|
| OS Name: | Unit: | Training Start Date: |
| 1. ETVS, PCAS, and Airfield Lighting Training by Control Tower. Control Tower coordinates OS access to the lighting control computer. (Required for night ops) | | Date Completed: Control Tower Initials: |
| 2. Training from the AFM or designated representative: - Parking plan (weight restrictions) | | Date Completed: AFM Initials: |
| 3. Training from the OS or AFM, includes: - Airfield Orientation with AM personnel or qualified OS | | Date Completed: AM/OS Initials: |
| 4. Briefing from the FD Chief or assistant. | | Date Completed: FD Initials: |
| 5. Briefing from the SFS Operations NCOIC | | Date Completed: SFS Initials: |
| 6. Review of service applicable regulations. | | OS Initials: |
| 7. Possess a Restricted Area Badge. | | AM Initials: |
| 8. 81 OSF/CC Interview I have interviewed _____. | | |
| Commander, 81st Operations Support Flight/Date | | |
| 9. Complete Checklist turned into AM. | | AM Initials: OS initials: |

Attachment 11

TABLE A11.1 UNCONTROLLED AIRCRAFT OPERATIONS SUPERVISOR RESPONSIBILITIES.

| Uncontrolled Aircraft Operations Operations Supervisor Responsibilities | |
|--|--|
| Initials | Actions / Responsibilities |
| | 1. Be on duty at respective duty location one hour prior to any UAO. |
| | 2. Obtain a weather brief and review NOTAMs. |
| | 3. Be familiar with each pilot's intentions/flight plans. |
| | 4. Contact 81 TRW/CP (377-4330) to coordinate commencement of UAO prior to their unit's first aircraft engine start. |
| | 5. Accomplish an in-person briefing with each aircrew prior to launch and brief any airfield changes and NOTAMs. |
| | 6. Select runway in use based on current and forecasted winds, proposed flight path, weather hazards, and other safety considerations. |
| | 7. Visually observe all takeoffs and landings. |
| | 8. Monitor the weather and advise pilots as necessary to ensure safe operations. |
| | 9. Turn on/off airfield lighting as necessary per INSTRUCTION. |
| | 10. In the event of an aircraft mishap or emergency, immediately notify FD then notify 81 TRW/CP. |
| | 11. Be accessible via LMR throughout all UAOs. |
| | 12. Inform vehicle operators of arriving or departing aircraft. Inform any arriving/departing aircraft, on initial contact, of any known ground traffic. |
| | 13. Make LMR broadcast for UAO commencement, arriving/departing aircraft and UAO termination of ops |
| | 14. Report unauthorized aircraft/vehicles in the airfield environment to SFS. |
| | 15. Report termination of operations to 81 TRW/CP. |
| Note: This checklist does not preclude reading, understanding, and applying the entire instruction. | |