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MOUNTAIN HOME AFB**

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AIR COMBAT COMMAND



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A. Supon, Jr.)

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AFI 84-103, 27 October 2004, and ACC Supplement, 24 October 2006 is supplemented as follows. This supplement establishes local requirements for the proper care and maintenance of static display aircraft and airparks located at Mountain Home AFB (MHAFB). The information prescribes organizational and functional responsibilities for the implementation and maintenance of an effective local program. The supplement references and implements applicable sections of AFI 84-103 and ACC Supplement, and applies to all units assigned to the 366th Fighter Wing (366 FW). Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with (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) located at <https://www.my.af.mil/gcss-af61a/afirms/afirms/>. Contact supporting records managers as required. Refer recommended changes and questions regarding this publication to the office of primary responsibility (OPR) using AF Form 847, *Recommendation for Change of Publication*, route AF Forms 847 through the base publications and forms manager.

SUMMARY OF CHANGES

Paragraph **1.5.10.12** was changed to reflect a change from Corrosion Control Manager (CCM) to Wing Corrosion Program Manager (WCPM). Also all references to the CCM were changed to WCPM. Paragraph **7.3.5.** was changed to remove reference to soap being used for washing the static aircraft. Deleted paragraph **1.5.10.4.4** to comply with AFI 84-103. Changed paragraph **7.3.6** to identify the HPC as the maintainer of the aircraft records.

1.5.10.3. 366 FW/CV (Vice Commander) is the approval authority for installation HPA.

1.5.10.4.3. (Added) The 366th Maintenance Group Commander (366 MXG/CC) will designate the installation Historical Property Custodian (HPC) in writing and provide a copy to the HPC and ACC/HO.

1.5.10.4.4. (Added) The 366 FW/HO (Wing Historian) is the alternate HPC. 366 FW/HO will perform the record keeping function for any Historical Property as outlined in paragraph **6.14** and **7.3.6**. 366 FW/HO does not possess the skill sets necessary to perform the duties of the primary HPC.

1.5.10.12. (Added) The 366th Maintenance Group Commander (366 MXG/CC) will designate the Wing Corrosion Program Manager (WCPM) in accordance with ACCI 21-105.

4.5.5. In coordination with 366 FW/CV and the 366th Comptroller Squadron, Financial Manager (366 CPTS/FM), HPC will establish a separate funding account for the conservation, preservation, and maintenance of static displays. This includes, but is not limited to: funding provided for cleaning equipment, paint, and any other required consumable materials; this funding also applies to contracted washes, if applicable. **Note:** Funds must be approved by the installation commander (refer to AFI 84-103, Chapter 4).

7.3.1. WCPM will annually inspect the structural integrity and paint condition of all static display aircraft and document all discrepancies on AF Form 3581, *USAF Museum Aerospace Vehicle Static Display Maintenance Log*. Perform this inspection no later than 1 March each year so maintenance can be accomplished during summer months. Paint or touch up aircraft as determined by WCPM. In addition, a representative from the 366th Civil Engineer Squadron (366 CES) will annually inspect and maintain aircraft display areas, which include concrete pads, display stands, lighting, descriptive plaques, and landscaping as needed. Brief safety related items immediately to 366 FW/SE (Safety Office) and HPC.

7.3.1.1. (Added) The HPC and WCPM will establish guidelines for a civilian contractor to paint aircraft as determined by the annual corrosion inspection by WCPM. In the event a contract is not in place, or an immediate need for aircraft to have small areas painted or corrosion repaired, HPC will, through the 366th Equipment Maintenance Squadron, Maintenance Supervision (366 EMS/MXM), coordinate with WCPM to schedule a date for work to be accomplished. **Note:** WCPM or designated representative will coordinate time, date, and oversee all aspects of aircraft painting to ensure safety and environmental guidelines are followed. Ideally, aircraft should be painted between 15 March–15 June, or 15 September–15 October, to maximize weather conditions. Also, the WCPM is responsible for coordinating the use of required maintenance stands, portable air compressors, etc. Aircraft Structural Maintenance (ASM) Section orders all supplies and funded from the established Airpark fund account.

7.3.5. HPC and WCPM will establish guidelines for a civilian contracted wash schedule. In the event a contract is not in place, or there is an immediate need for the aircraft to be washed (e.g., very important visitors (VIP) visits, special functions, or changes of command), HPC will, through 366 EMS/MXM, coordinate with the 366th Operations Group (366 OG), 366 MXG, the 366th Mission Support Group (366 MSG), and the 366th Medical Group (366 MDG) Group Enlisted Managers (GEM) for manpower support. A minimum of four personnel are required from each group to wash aircraft. **Note:** The WCPM or designated representative will coordinate time, date, and oversee all aspects of aircraft washing to ensure safety guidelines are being followed and a quality job is performed. All materials utilized for static display washes will be environmentally friendly products from the Quality Products List (QPL). Ideally, all aircraft should be washed during the same week to maximize utilization of maintenance stands and related equipment, and minimize damage to landscaping. WCPM will supply all wash equipment to include: scrub handles, pads, protective equipment, and portable aircraft washing unit. WCPM is also responsible for coordinating the use of required maintenance stands, portable air compressors, etc., if required. Supplies are funded from the established Airpark account.

7.3.6. A copy of the AF Form 3581 for each aircraft along with a record of true tail numbers is maintained By the HPC. Also, in addition to requirements in paragraph **6.14.1.3.**, 366 FW/HO will schedule annual photographs of all historical property and maintain them in their office.

12.13. Forms Prescribed: None.

12.14. (Added) Prescribed and Adopted Forms:

12.14.1. (Added) Prescribed Forms: No forms prescribed.

12.14.2. (Added) Adopted Forms: AF Form 3581, *USAF Museum Aerospace Vehicle Static Display Maintenance Log*

References (Added)

AFMAN 33-363, *Management of Records*

Abbreviations and Acronyms (Added)

AFMAN	Air Force Manual
ASM	Aircraft Structural Maintenance
CC	Commander
CCM	Corrosion Control Manager
CES	Civil Engineer Squadron (366 CES)
CPTS	Comptroller Squadron (366 CPTS)
CV	Vice Commander (366 FW/CV)
EMS	Equipment Maintenance Squadron (366 EMS)
FM	Financial Manager
FW	Fighter Wing (366 FW)
GEM	Group Enlisted Manager
IAW	In Accordance With
MDG	Medical Group (366 MDG)
MHAFB	Mountain Home AFB
MSG	Mission Support Group (366 MSG)
MXG	Maintenance Group (366 MXG)
MXM	Maintenance Supervisor (366 EMS/MXM)

OG	Operations Group (366 OG)
OPR	Office of Primary Responsibility
QPL	Quality Product List
RDS	Records Disposition Schedule
RIMS	Records Information Management System
SE	Safety (366 FW/SE)
VIP	Very Important Persons
WCPM	Wing Corrosion Program Manager

JOHN D. BIRD II, Colonel, USAF
Commander