BY ORDER OF THE COMMANDER
82D TRAINING WING (AETC)

SHEPPARD AIR FORCE BASE
INSTRUCTION13-204

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Nuclear, Space, Missile, Command, and Control

AIRFIELD OPERATIONS

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This instruction implements Air Force (AF) Policy Directive (AFPD) 13-2, *Air Traffic Control, Airspace, Airfield and Range Management*, and interfaces with Department of the Air Force Manual (DAFMAN) 13- 204v1-4, *Airfield Operations*, and DAFI 13-213, *Airfield Driving*. It establishes procedures and guidelines relating to Air Traffic Control (ATC) Tower services, operations of the airfield and associated equipment and local flying. This publication applies to all civilian employees and uniformed members of the Regular Air Force, the Air Force Reserve, the Air National Guard, the United States Space Force, the Civil Air Patrol when conducting missions as the official Air Force Auxiliary, all DAF civilian employees, and those with a contractual obligation to abide by the terms of DAF issuances assigned to the 80th Flying Training Wing (80 FTW) and 82d Training Wing (82 TRW). 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. Ensure all records generated as a result of processes prescribed in this publication adhere to AFI 33-322, Records Management and Information Governance Program, and are disposed in accordance with the Air Force Records Disposition Schedule, which is located in the Air Force Records Information Management System.

SUMMARY OF CHANGES

This document has been substantially revised and must be completely reviewed. Major changes include addition of procedures for abbreviated clearances, changes to taxiing restrictions for non

80FTW aircraft, night flying hours of operation, removal of Falls 2, and standardization of go-around instructions.

Chapter 1

GENERAL INFORMATION REGARDING AIRFIELD FACILITIES

1.1. Implementation. Commanders and supervisors at designated echelons are responsible for implementing the procedures of this regulation as they pertain to their assigned function. Many procedures contained herein task a wide range of base agencies for specific actions.

1.1. 1 Deviations. The procedures and requirements contained in this instruction will not be changed or waived unless an urgent requirement exists. The 80th Operations Group Commander (80 OG/CC) is the approval authority for all waivers to this instruction.

1.1. 2 Roles and Responsibilities. As a tenant unit, the 80 OG/CC is responsible for flying operations at Sheppard Air Force Base (SAFB).

1.1.2.1. The Supervisor of Flying (SOF) is the direct representative of the 80 OG/CC. The SOF supervises flying activities from the Sheppard Control Tower during 80 FTW operations when required by AFI 11-418, *Operations Supervision*. The responsibilities of the SOF are referenced in **paragraph 7.19**, of this instruction.

1.1.2.2. The Base Fire Chief (82 CES/CEF) or the designated rep (Chief 2) is the initial Incident Commander for ground emergencies and in-flight emergencies after landing at SAFB.

1.1.2.3. The 82 CES/CEF personnel assigned to Frederick Airfield will conduct daily airfield checks using the checklist supplied by the Airfield Manager (AFM). The AFM will ensure personnel conducting the airfield checks at Frederick receive initial and annual training. The AFM or Assistant Airfield Manager (AAFM) will collect Airfield Inspection Checklists daily through email. When discrepancies are noted preventing use of runway, the AFM or AAFM will conduct an in-person inspection.

1.1.2.4. The Tower provides air traffic services to aircraft operating within the Sheppard Class Delta Airspace. Sheppard Radar Approach Control (RAPCON) provides air traffic services to aircraft operating within the lateral boundaries described in **Attachment 5**.

1.1.2.5. The 80 OG Scheduling Office (80 OG/OGS, 940-736-8982) is the scheduling authority for special use airspace.

1.2. Runways and Taxiways.

1.2.1. SAFB is located N33° 59.33', W98° 29.51' with three parallel runways and one crosswind runway. Field elevation is 1,019' Mean Sea Level (MSL). The approach end of runway 33R differs by more than 25' with a field elevation of 989'.

1.2.1.1. Runway 15L/33R is a 6,000' long by 150' wide asphalt and concrete grooved runway. The first 1,000' of the runway is concrete, and there are 1,000' long asphalt overruns on each end and no paved shoulders. This runway is primarily used for T-6 operations.

1.2.1.2. Runway 15C/33C is a 10,003' long by 150' wide primarily asphalt runway. The first 1,000' is grooved concrete, there are 1,000' long by 150' wide asphalt overruns on each end and there are no paved shoulders. This runway is primarily used for T-38 operations. Runway 15C is the primary instrument runway when Runway 15 is in use.

1.2.1.3. Runway 15R/33L is a 13,101’ long by 300’ wide concrete runway. The runway edge lines are marked at 150’ wide. There are 1,000’ long by 300’ wide asphalt overruns on each end and there are 75’ paved shoulders. This runway is primarily used for T-38 practice approaches and pattern work. Runway 33L is the primary instrument runway when Runway 33 is in use.

1.2.1.4. Runway 18/36 is a 7,021’ long by 150’ wide asphalt, Class A runway with no overruns or paved shoulders. This runway is primarily used for civilian aircraft smaller than a C-130.

1.2.2. The centerline of Runway 15R/33L is separated from the centerline of Runway 15C/33C by 1,000’ and separated from the approach end of Runway 18 by 1,800’. The centerline of Runway 15C/33C is separated from the centerline of Runway 15L/33R by 1,800’.

1.2.3. All taxiways are 75’ wide with the exception of the following which are 50’ wide: Taxiway C between Runway 18/36 and Taxiway D; Taxiway K and Taxiway L west of Runway 15C/33C. Instrument Landing System (ILS) Hold Positions are located on Taxiway Kilo on the north end, and on Taxiway Foxtrot on the south end.

1.2.3.1. The 82 CES/CEF personnel assigned to Frederick Airfield will conduct daily airfield checks using the checklist supplied by the Airfield Manager. The Airfield Management Training Manager (AMTM) will ensure personnel conducting the airfield checks at Frederick receive initial and annual airfield inspection and checks training.

1.2.3.2. Completion of this training will be documented using an MFR. This MFR will be maintained on file by the AMTM and 82 CES/CEF. The AFM, AAFM, or Airfield Management Operations Manager (AMOM) will collect Frederick Airfield Inspection Checklists monthly from 82 CES/CEF personnel assigned to Frederick Airfield. When discrepancies are noted preventing use of the runway or that pose a significant safety concern, the AFM, AAFM or AMOM will conduct an in-person inspection at the Frederick Airfield.

1.2.4. There are numerous non-standard signs placements throughout the airfield. Additionally, there are non-standard markings perpendicular to taxi lines on taxiway hammerheads C (east), F (east), G (east), H, L, and K.

1.2.5. Airfield Diagram. See **Attachment 2**.

Table1.1. Runway Intersection Distance Remaining.

Runway	Intersection	Distance Remaining
15R	G	6,600’
15R	F	3,100’
15C	G	3,100’
33L	F	10,000’
33L	G	6,500’
33C	G	6,900’
18	B	4,100’
36	B	2,900’

1.3. Runway Selection Procedures.

1.3.1. Runways 15 L/C/R are designated as the calm-wind runways.

1.3.2. During 80 FTW operations, the SOF will advise the active runway after receiving the Airfield Management Operations (AMOPS) and Weather briefing. Once decided, the SOF will inform the Tower Watch Supervisor (WS) and AMOPS. The Tower WS will determine the runway in use when the 80 FTW is not flying.

1.3.3. Runway change procedures will be in accordance with **Attachment 7**. Individual checklists will be derived from these procedures.

1.4. Control of Ground Traffic in the Controlled Movement Area (CMA).

1.4.1. The Controlled Movement Area (CMA) is defined as the runways, overruns, and all areas within 100 feet of the paved surface of the runway and overruns. The CMA is identified on each taxiway with a Visual Flight Rules (VFR) Hold Line. During inclement weather, the CMA expands to include the Instrument Landing System critical areas and Precision Obstacle Free Zones (POFZ). See **Attachment 2** and reference DAFI 13-213 and SAFBI 13-213, *Airfield Driving*, for detailed CMA dimensions and access procedures.

1.4.2. Detailed requirements for access, certification and control on the airfield and within the CMA are contained in SAFBI13-213. Procedures in this chapter are specifically focused on control of ground traffic within the CMA (Attachment 2) and are subsequent to all requirements outlined in SAFBI13-213.

1.4.2.1. All vehicles requiring access to any runway will:

1.4.2.2. Hold short of appropriate hold short line and request approval via GC to enter the applicable runway via the Tower or CRASH Net.

1.4.2.3. Activate rotating beacon lights or emergency flashers prior to entering the airfield.

1.4.2.4. If escorting, ensure positive control of personnel being escorted at all times.

1.4.2.5. In the event the Tower or a vehicle experiences a radio failure, the Tower will utilize a Light Gun and/or runway edge lights in accordance with SAFBI 13-213.

1.5. Airfield Lighting Systems.

1.5.1. Approach and Runway Lighting. Airfield lighting will be operated IAW Federal Aviation Administration Order (FAAO) JO 7110.65, *Air Traffic Control*, DAFMAN 13-204v3, and local directives. A complete list of all airfield lighting at SAFB can also be found in the Department of Defense (DoD) Flight Information Publication (FLIP) and the *Instrument Flight Rules (IFR) Supplement United States*.

1.5.1.1. Runway 15R/33L lighting consists of High Intensity Runway Edge Lights (HIRL), Precision Approach Path Indicator (PAPI), Medium Approach Light System (MALSR) with Runway Alignment Indicator Lights, and Runway Distance Markers (RDM). Runway 33L also has Runway Alignment Indicator Lights and Pilot Controlled Lighting (PCL). **Note:** Runway 33L ILS and associated approach lighting system is FAA-owned and maintained.

1.5.1.2. Runway 15C/33C lighting consists of HIRLs, PAPIs, High Intensity Approach Lighting System with Sequenced Flashers (ALSF1), and RDM.

1.5.1.3. Runway 15L/33R lighting consists of HIRLs, PAPIs, Runway End Identifier Lights (REIL), and RDM.

1.5.1.4. Runway 18 lighting consists of HIRLs and RDM. Runway 36 lighting consists of HIRLs, RDM, and REILs.

1.5.2. Airfield Lighting Operations.

1.5.2.1. During periods of Tower closure, the Tower WS will ensure the lights are set based on the lowest forecasted weather, Notice to Airmen (NOTAMs), and applicable outages/closures. The standard configuration will be as follows:

1.5.2.1.1. Runway 15R/33L edge lights and associated lighting will be on and set in accordance with FAAO JO 7110.65. The Runway 33L PCL operates only the approach lighting system. If the Runway 33L PCL (frequency 119.75) is out of service, associated lights will be set to step 2.

1.5.2.1.2. Runway 18/36 edge lights and associated lighting will be on and set in accordance with FAAO JO 7110.65.

1.5.2.1.3. Taxiway C, D, E, F, G, and H edge lights will be on and set in accordance with FAAO JO 7110.65.

1.5.2.2. Deviations from these procedures will be coordinated with the Regional Airport Manager, SAFB AFM, and the Airfield Operations Flight Commander (AOF/CC). The point of contact for these procedures is the AOF/CC at (940) 676-5605. **Note:** Runway 33L approach lights are radio controlled on frequency 119.75 when the Tower is closed. If after hours lighting adjustments are required, 82d Civil Engineer Squadron (82 CES) (primary) and Airfield Operations (secondary) points of contact can be reached through the 82 TRW Command Post (82 TRW/CP).

1.5.2.3. When the 80 FTW is flying during hours of darkness, minimum initial lighting will be: Runway 15R/33L set to Step 3, Runway 15C/33C and Runway 15L/33R set to Step 2.

1.5.2.4. The Transient Apron stadium lights will be turned to AUTO when a transient aircraft is present and due to remain overnight or as determined by AMOPS.

1.5.3. Any personnel who recognize airfield lighting malfunctions will report the malfunction immediately to AMOPS.

1.5.3.1. AMOPS will notify 82 CES Customer Service Unit (82 CES/SP) for any USAF airfield lighting malfunction. If after duty hours, AMOPS will notify 82 CES/SP Utilities Management Control Section.

1.5.3.2. AMOPS will notify FAA Maintenance of all FAA system outages.

1.5.3.3. AMOPS will issue the appropriate NOTAMs for USAF airfield lighting outages.

1.5.4. Airfield Lighting Inspections.

1.5.4.1. The 82 CES/SP Electrical Section is responsible for checking all DoD-owned airfield lighting and obstruction lights IAW AF Preventative Maintenance schedule requirements. Day and time will be adjusted when facilities are closed, or night flying is

being conducted as appropriate. Any defects will be reported to AMOPS as soon as practical.

1.5.4.2. AMOPS is responsible for checking all of the airfield lighting daily, during published hours, to include Runway 33L MALSR with Runway Alignment Indicator Lights andthe FAA -owned part of the threshold system. Lighting checks will be conducted during the darkest time of the scheduled shift or during reduced visibility.

1.5.5. Non-Standard Airfield Lighting.

1.5.5.1. Runway 33L MALSR with Runway Alignment Indicator Lights contain an Air-to- Ground Activation feature. Tower Radios are not properly aligned to conduct the operational check. This system can only be checked by an airborne aircraft in a direct line of sight to the 33L MALSR with Runway Alignment Indicator Lights system. This will prevent the system from being NOTAM'd out of service erroneously.

1.5.5.2. The PAPI Runway Reference Point and ILS Runway Point Intercept for Runway 15/33C do not coincide.

1.5.5.3. The PAPI and ILS Glideslope for Runway 15/33C do not coincide.

1.5.5.4. Some Taxiway end lights are improperly spaced.

1.6. Permanently Closed/Unusable Portions of the Airfield. The following are closed portions of pavement and shall not be used to taxi aircraft (see **Attachment 2**).

1.6.1. Taxiway A and Taxiway C between Taxiway B and the approach end of Runway 36.

1.6.2. The pavement west of the Transient apron from the intersection of Taxiway A and E, extending north.

1.6.3. The Strategic Air Command (SAC) Apron.

1.7. Aircraft Arresting Systems.

1.7.1. Runway 15R/33L has a unidirectional MA1A barrier located 145' into each overrun that are 3' high when configured for engagement. During wing flying, the MA1A will only be configured for the departure end. As soon as wing flying is complete, the Tower WS will coordinate with barrier maintenance or 82 CES/SP to reconfigure the system. The approach end MA1A will be in place but the energy absorbers will be disconnected. Following an engagement, the system requires approximately 6 hours to reconfigure after the scene has been released by 80 FTW Safety (80 FTW/SE).

1.7.2. Runway 15C/33C has a BAK-15 system located 175' into each overrun that is 15' high when activated. The BAK 15 is remote activated by the Tower and will be raised when requested. During wing flying operations, the BAK-15 will only be configured for activation on the departure end of the runway; approach end engagements are not authorized. Outside of wing flying operations, the BAK-15 will not be configured for use. The Tower WS will coordinate with barrier maintenance or 82 CES/SP to reconfigure the system. Following an engagement, the system requires approximately 5 hours to reconfigure after the scene has been released by 80 FTW/SE.

1.7.3. The 82 CES/SP Power Production will perform two daily inspections of the barriers and advise AMOPS and Tower of barrier status and estimated downtime when maintenance is required.

1.8. Parking Plan/Restrictions.

1.8.1. SAFB is a Prior Permission Required (PPR) base and Protection Level 4 airfield. All inbound aircraft aircrew must call AMOPS to receive Parking Plan/Restrictions information at least 24 hours prior to arrival. Parking Plan/Restrictions will expire 30 minutes prior to facility closure (Tower, AMOPS).

1.8.2. The AFM is authorized day-to-day control for parking aircraft on all areas of the airfield except the civil leased portions, Euro-North Atlantic Treaty Organization Joint Jet Pilot Training Program (ENJJPT) Apron, ENJJPT Maintenance Apron, and T-6 Maintenance Engine Run-up Apron.

1.8.3. There are taxi restrictions for non-80 FTW-assigned aircraft on Taxiway K, L, and G (East) while operating on runway 15. While operating on runway 33C, aircraft equivalent of C-130 or smaller may exit on taxiways K and L. Runway 15L/33R is restricted to 80 FTW T- 6 operations only. All holding apron ground markings are for local military aircraft wingtip clearances. If Protection Level (PL) 3 or higher-level security is required, AMOPS will notify 82d Security Forces Squadron (82 SFS) to establish a temporary restricted area cordoning the aircraft to accommodate appropriate PL requirements. **Note:** There are no permanent restricted areas on the airfield. Temporary restricted areas will be established based on PL 3 or higher assets.

1.8.4. The ENJJPT Apron is the primary parking location for wing assigned PL 4 aircraft. Aircraft are parked under aircraft shelters designed to provide 10’ wingtip and tail clearance for T-6 and T-38 aircraft. The apron is restricted to local aircraft only unless approved by the OG/CC. The ENJJPT Aircraft Maintenance contractor is delegated day-to-day control of the parking apron in performance of their contract. Engine runs up to 75 percent revolutions per minute are authorized for local aircraft only. **Note:** A permanent waiver is in place due to tail height violations within the shelters for wing assigned aircraft. Transient aircraft require waiver from assigned unit.

1.8.5. Transient Apron. Transient aircraft will be parked at the Transient Apron as directed by the AFM. All “Heavy” transient aircraft will be parked as directed by AMOPS. A portion of the Transient Apron is located within the Clear Zone of Runway 18/36. Aircraft and other obstructions are prohibited from parking or over-hanging beyond the east side of the Transient Apron entrance centerline. This area (approx. 38 feet) is located within the Runway 36 Clear Zone for a class “A” runway.

1.8.6. 1360 Apron. Transient aircraft may also be parked on the 1360 Apron. Aircraft with an aircraft classification number (ACN) greater than the pavement classification number (PCN) of the 1360 Apron shall not be parked here without an 80 OG/CC-approved weight restriction waiver on file with the AFM.

1.8.7. ENJJPT Maintenance Apron. The ENJJPT Aircraft Maintenance contractor is delegated day-to-day command and control of the apron in performance of their contract. T-38 aircraft shall use the two sound suppressers located by building 2410 or the Hush House for engine runs greater than 75 percent revolutions per minute.

1.8.8. T-6 Run-up Apron. The ENJJPT Aircraft maintenance contractor is delegated day-to-day command and control of the apron in performance of their contract. Transient Alert (TA) will coordinate with the AFM to approve transient aircraft use. T-6 aircraft shall use this apron for engine runs greater than 75 percent revolutions per minute.

1.8.9. Hydrazine Areas. The designated Hydrazine area is located on Taxiway G between Runway 15R/33L and Taxiway D.

1.8.10. Hazardous Cargo Areas. None designated. Under extenuating circumstances, AMOPS will coordinate IAW **paragraph 7.7**.

1.8.11. Arm/De-arm Run-up Areas. The designated arm/de-arm run-up areas are the hammerheads at Taxiway F (between Runway 15C/33C and Runway 15R/33L), Taxiway C (between Runway 15R/33L and Taxiway D), Taxiway H (between Runway 15R/33L and Taxiway D), and Taxiways G and K adjacent to Runway 15L/33R.

1.8.12. Drag Chute Jettison Areas/Hot Pit Refueling/Noise Abatement Area. There are no established procedures or locations at SAFB.

1.9. Airfield Operations Facilities.

1.9.1. Operating Hours. 0600-2000L Monday – Friday; Sunday hours are 1200-1700L. Operating hours during night flying weeks will be adjusted to meet mission requirements and published via NOTAMs. On night flying weeks 80 FTW aircraft will take off no earlier than 0900L during daylight savings times.

1.9.1.1. ATC. Sheppard RAPCON hours directly reflect facility hours. Tower hours start 30 minutes prior to RAPCON's hours.

1.9.1.2. Airfield Management Operations. AMOPS hours reflect Tower hours.

1.9.1.3. TA. TA is available 30 minutes prior to Tower opening and until Tower closure. TA services are posted in the DoD FLIP, Enroute IFR Supplement.

1.9.2. Opening Procedures. AO personnel will be in place prior to published opening times to perform required radio and equipment checks, review NOTAMs and Recent Information File (RIF), and check weather forecast and airfield lighting.

1.9.2.1. Tower will notify AMOPS, 82 TRW/CP, and Weather of opening time and the runway in use. Upon opening, Tower will announce they are open and have all vehicles respond with call sign and position on the airfield.

1.9.2.2. RAPCON will call ZFW to assume control of Sheppard's airspace and then notify the Tower, Fort Sill, and Altus when open.

1.9.2.3. AMOPS will perform opening inspections and notify Tower of any hazards or discrepancies.

1.9.2.4. When the AO facilities (ATC and AMOPS) are closed, the airfield becomes uncontrolled. Civil aircraft operations are authorized based upon the HQ AF/XOO-CA and AETC/DO approved waiver. DoD and DoD-contracted aircraft requesting to conduct uncontrolled operations must contact the AOF/CC (**80OSS.OSA.AirfieldOperations@us.af.mil** or 940-676-5605) or 82 TRW/CP (940-676-6266) at least 72 hours prior notice to coordinate for installation commander approval.

1.10. Local Frequencies/Channelization. ATC will use the phrase "LOCAL CHANNEL (number)" when issuing local channelization (**Table 1.2**) to wing aircraft.

1.10.1. The following ATC Radio Blind Spots have been identified:

1.10.1.1. Very-High Frequency (VHF) Clearance Delivery. Regional Apron.

1.10.1.2. Ultra-High Frequency (UHF) Local Control Frequency. Taxiway F west of the Runway 15C/33C, and Taxiway C between West Entrance of Regional Ramp and Runway 18/36.

1.10.2. Visual Blind Spots. The ENJJPT Apron.

Table 1.2. Local Aircraft Channelization.

Note: Introduction to Fighter Fundamentals (IFF), Common Traffic Advisory Frequency (CTAF), Lawton/Ft Sill (LAW/FSI), Duncan/Ft Sill (DUC/FSI)					
Sheppard Radar Approach Control					
Position	Very-High Frequency	Ultra- High Frequency	T-6	T-38	T-38 (IFF)
Approach	118.2	269.025	-	6	6
Arrival	120.4	349.0	7	7	7
Arrival Discrete	-	353.775	-	12	12
Arrival Discrete	-	370.9	-	13	13
Arrival Discrete	-	346.275	-	14	14
Arrival Discrete	124.025	-	-	-	-
Single Frequency Approach	-	360.625	18	18	18
Clearance	121.2	282.225	2	2	2
Blue One Approach	124.85	236.825	8	-	-
Blue One Approach Discrete	-	264.8	9	-	-
Blue Two Approach	134.85	290.5	10	-	8
Blue Two Approach Discrete	-	385.45	11	-	-
Blue Departure/Arrival	127.55	338.275	6	20	20
Air Traffic Control Tower					
Position	Very-High Frequency	Ultra- High Frequency	T-6	T-38	T-38
Local Control	119.75	279.525	20	5	5
Ground Control	125.5	289.4	3	3	3
Automatic Terminal Information Service	132.05	269.9	-	-	-
CTAF	119.75	-	-	-	-
Other Frequencies					
Pilot to Meteorological Services	-	339.65	-	-	-
Pilot to Dispatch	-	372.2	-	-	-
Supervisor of Flying	138.75	228.0	19	19	19
Fort Worth Center					
Falls Low	133.5	350.35	-	8	25
Oklahoma City Low	128.4	269.375	-	-	10
Frisco	124.75	323.0	-	-	-
Bowie	127.95	322.325	-	-	-
Adjacent Facilities					
LAW/FSI (Instrument Flight Rules)	120.55	322.4	13	25	16
DUC/FSI (Visual Flight Rules)	118.6	290.375	12	-	-

1.11. ATCALS and PMI Schedule.

1.11.1. The following are components of the National Airspace System (NAS): Digital Airport Surveillance Radar (DASR), Very-High Frequency Omnidirectional Range, Tactical Air Navigation (VORTAC), ILS 33L, Automated Surface Observing System (ASOS), Runway 33L approach lights and VHF approach/Tower frequencies. **Note:** 33L ILS and ASOS are maintained by the FAA and National Weather Service (NWS).

1.11.2. RAPCON is the primary Navigational Aid (NAVAID) monitor facility.

1.11.3. Preventive Maintenance and Inspections (PMIs) for Radar, Airfield and Weather Systems (RAWS) equipment will occur Monday – Friday, 0500-1100Z. Any maintenance outside of these hours will be published via NOTAM.

1.11.4. For multiple outages, restoral priorities are outlined in the ATCALS Restoral Priorities Operations Letter.

Table1.3. Local Navigational Aid Details.

TYPE	NAME	IDENT	BEARING/ DIST	FREQ/CH	Aux Power
VORTAC	WICHITA FALLS	SPS	266/5.1	112.7/74	Generator
TACAN	SHEPPARD	SHP	ON THE FIELD	45	Generator
Runway 15C ILS		I-SHP		110.5	Generator
Runway 33L ILS		I-SPS		109.7	Battery
DASR			West of ENJJPT Apron		Generator

1.12. Automatic Terminal Information Service Procedures. The Automatic Terminal Information Service (ATIS) will be formatted in accordance with FAAO JO 7110.65 and DAFMAN 13-204v3. Flight Data (FD) shall formulate and disseminate the ATIS when the facility is open. Ground Control (GC) and Local Control (LC) shall broadcast the updated ATIS code on assigned frequencies along with the significant changes.

1.12.1. The ATIS will broadcast continuously.

1.12.2. The closing Tower WS will ensure an ATIS message is recorded stating, “SHEPPARD TOWER IS CLOSED, FOR INFORMATION CONTACT FORT WORTH CENTER ON 350.35/133.5; FOR WEATHER INFORMATION CONTACT FORT WORTH RADIO ON 255.4/122.65.”

1.13. Aircraft Towing Procedures.

1.13.1. All aircraft towing will be at the discretion of TA and the aircraft maintenance contractor. Radio contact/coordination with the Tower is required if towing in the CMA or on taxiways.

1.13.2. The maintenance Apron and T-6 Run-up Apron are tow-only areas.

1.14. Aircraft Taxi Requirements/Routes.

1.14.1. Aircrew will monitor the ATIS broadcast prior to request for taxi and report having received ATIS information to GC when requesting taxi clearance.

1.14.2. Heavy Aircraft Jet Thrust Avoidance Procedures. Heavy aircraft must utilize inboard engines only to the maximum extent possible.

1.14.3. Tower controllers shall use "FLIGHT" after the call sign when instructing all the aircraft in a flight to cross a runway: ex. "WILD FLIGHT CROSS Runway 15C AT GOLF HOLD SHORT Runway 15R." A flight will normally be considered a single entity to the max extent possible. If necessary, Tower controllers shall treat flights separately when only one aircraft of a flight is allowed to cross: ex. "WILD 1 CROSS Runway 15C AT GOLF HOLD SHORT Runway 15R, WILD 2 HOLD SHORT Runway 15C AT GOLF." Emphasis should be placed on the subsequent aircraft when issuing instructions contrary to the instructions issued to the previous aircraft in flight.

1.15. Airfield Construction and Maintenance.

1.15.1. Airfield Construction

1.15.1.1. Coordination of AF Work Orders. Utilize NextGen for all coordination of work orders.

1.15.1.2. Project Design. The 82 CES/SP will provide the AOF/CC and the AFM a draft copy of project specifications to include any maps outlining the construction phasing plan for coordination with local-flying agencies no less than 72 hours prior to start.

1.15.1.3. Project Planning and Execution. The AFM, or designated representative, must be present at all preconstruction meetings to ensure the contractors are briefed on safe vehicle routes to and from airfield construction areas, site maintenance, daily cleanup, waste control and material/equipment storage.

1.15.2. Sweeper Operations.

1.15.2.1. Morning shift airfield sweeper operating hours are from 0530L until 1430L Monday through Friday. Night shift sweeper operating hours vary based on the weekly flying schedule. Weekend sweeping operations will be conducted by 82 CES/SP standby personnel. Sweeping of the airfield at Frederick is accomplished once per month.

1.15.2.2. Outside of any further guidance from AMOPS, Airfield Sweeper will conduct operations in accordance with **Table 1.4**, as a minimum to ensure coverage for safe flying operations.

1.15.2.3. In the event of an IFE /Ground Emergency where sweeping the runways/taxiways is needed, airfield sweeper will be contacted to respond to the site.

Table 1.4. Airfield Sweeper Schedule.

MORNING SHIFT MONDAY – FRIDAY:
• 15R/33L – Inspect and sweep first 1000’ of approach/departure ends of runway; sweep and inspect centerline of entire runway.
• 15C/33C – Inspect and sweep first 1000’ of approach/departure ends of runway; sweep and inspect centerline of entire runway.
• 15L/33R – Inspect and sweep first 1000’ of approach/departure ends of runway; sweep and inspect centerline of entire runway.
• All runways will be inspected and swept before flying operations begin
MONDAY:
• Taxiways K/G/L (100%) to include warm-up aprons
• Inspect and sweep the ENJJPT ramp
• Sweep all of the RSU roads
TUESDAY:
• Taxiways H/F/C (100%) to include warm-up aprons
• Inspect and sweep the ENJJPT ramp
• Inspect and sweep as needed the RSU roads
• Sweep all of the RSU roads on both sides of all taxiways.
WEDNESDAY:
• Taxiways K/G/L (100%) to include warm-up aprons
• Inspect and sweep the ENJJPT ramp
• Inspect and sweep as needed the RSU roads
THURSDAY:
• Taxiways H/F/C (100%) to include warm-up aprons
• Inspect and sweep the ENJJPT ramp
FRIDAY:
• Inspect and sweep the ENJJPT ramp
• Inspect and sweep as needed the RSU roads
• Base Operations Ramp
NIGHT SHIFT MONDAY-FRIDAY:
• Inspect and sweep TWY D/E as needed
• Inspect and sweep the ENJJPT ramp
• Inspect and sweep TWY H/F west and C
FRIDAY:
• Complete areas that were not completed during the week if time permits.

1.15.3. Grass Mowing.

1.15.3.1. The mowing of grass on the SAFB airfield will be in accordance with the base mowing contract. Coordination issues should be directed to the Grounds Contracting Officer Representative (82 CES/CEQ).

1.15.4. Contractors Working on the Airfield.

1.15.4.1. AMOPS will track and monitor contractors working on the airfield. Contractors will receive airfield drivers training IAW the procedures annotated in the SAFBI 13-213. Contractors are required to report onto and off the airfield with Airfield Management either via radio or in person.

1.16. Runway Surface Condition/Runway Condition Reading Values.

1.16.1. AMOPS personnel on duty will monitor weather conditions which can affect the Runway Surface Condition (RSC) and determine the RSC as required. For wet runway(s), AMOPS will determine the RSC to include depth of water for each runway. AMOPS personnel will check all runways for RSC once every hour during rapidly changing environmental conditions such as wet runway or as requested by the SOF or Tower personnel. Procedures will be in accordance with T.O 33-1-23, *Equipment and Procedures for Obtaining Runway Condition Readings*.

1.16.2. A physical check of each runway is required before calling the runway(s) wet or dry. A separate NOTAM will be submitted for each runway reporting the RSC/Runway Condition Reading (RCR) and include the location and depth of any standing water. When runways become coated with ice or snow, AMOPS personnel will conduct RCR every 2 hours using the Bowmonk Airfield Manager 2 Decelerometer. The AMOPS personnel will report RCR findings as required on Air Force Technical Order Form 277, *Results of Runway Braking Tests*, in accordance with T.O. 33-1-23.

1.16.3. AMOPS, regardless of a wet or dry RSC, will report the existence, location, and depth of any standing water (ponding, water patches, puddles, etc.). AMOPS will report the RSC as "wet runway", with depth to the nearest 1/10 inch.

1.16.4. AMOPS will relay RSC and RCR to: 82 CES/SP, Tower, RAPCON, Wichita Falls Regional, Weather, and 82 TRW/CP.

1.16.5. AMOPS will submit a NOTAM when chemicals are applied to runway(s) and work with Snow Control to determine when the chemical agent has dissolved enough to cancel the NOTAM.

1.17. Procedures/Requirements for Conducting Runway Inspections/Checks.

1.17.1. Airfield inspections and checks will be accomplished by the AMOPS Contract Service Provider in accordance with DAFMAN 13- 204v2 and. All identified discrepancies or hazards on the airfield will be documented and tracked on an electronic Airfield Discrepancies Log, on an AF Form 3616, *Daily Record of Facility Operations*, and on an inspection/check form.

1.17.2. AMOPS must conduct a Foreign Object Damage (FOD) check of all surfaces used by C-5, B747, A380, and B-52 aircraft. This FOD check cannot be waived.

1.18. Procedures for Opening and Closing the Runways.

1.18.1. Runways may be opened/closed by 80 FTW/CC, 80 OG/CC, or AMOPS.

1.18.2. IAW AFMAN 13-204v1, AETCSUP, the OG/CC is the approval authority for scheduled runway closures up to 96 hours. Since Sheppard airfield consists of two or more runways, the OG/CC may also approve runway closures exceeding 96 hours. In these cases, the AOF/CC will notify HQ AETC Airfield Operations at **AETC.Airfield.OperationsWorkflow@us.af.mil** within 24 hours of closure.

1.18.3. When a closure is related to severe weather, natural disaster, airfield accidents or incidents, AOF/CC will notify AETC Airfield Operations directly at **AETC.Airfield.OperationsWorkflow@us.af.mil**.

1.18.4. AMOPS will publish all applicable NOTAMs IAW DAFMAN 13-204V3.

1.19. Procedures for Suspending Runway Operations.

1.19.1. The AFM has the authority to suspend and resume runway, taxiway, and apron operations (i.e. runway or barrier inspections, runway sweeping, vehicle on runway, IFE arrival, etc.). This authority has been delegated to AMOPS.

1.19.1.1. IAW DAFMAN 13-204v3, AMOPS may temporarily suspend or close runway operations when any unsafe condition affects runway operations (e.g., FOD, severe bird/wildlife activity, snow and ice removal checks, arresting systems maintenance/configuration changes, airfield construction, pavement repair, etc.). Additionally, runway operations will be suspended for any aircraft touching down in the overrun until a FOD check can be conducted by AMOPS. The SOF may waive this requirement for 80 FTW assigned aircraft.

1.19.2. AMOPS will complete an airfield check and report the airfield status/runway condition prior to resuming operations. **Note:** Suspension of runway operations vary in duration depending upon the condition(s) affecting the runway. 80 FTW/CC, 80 OG/CC, or AMOPS may resume runway operations.

1.20. Engine Test/Run-Up Procedures. Not applicable to T-38s.

1.20.1. T-6 run-up procedures are outlined in AFI 11-2T-6v3 OG supplement **paragraph 5.4.1.5**.

1.21. Noise Abatement/Quiet Hour Procedures.

1.21.1. Approval. The implementation of airfield quiet hours affects many organizations. Event coordinators must carefully consider the appropriateness and impact of requesting airfield quiet hours. Sheppard AFB implements three types of quiet hours: modified, limited, and full/wing no-fly periods. The 80 OG/CC is the approval authority for quiet hour requests and may approve deviations or impose further restrictions. AMOPS will disseminate a local NOTAM upon 80 OG/CC approval.

1.21.2. During modified quiet hours:

1.21.2.1. Quiet hour restrictions will be customized from the limited/full quiet hours list below and included in the request.

1.21.3. During limited quiet hours:

1.21.3.1. Full stop, straight-in landings only on Runway 15C/33C and 15R/33L.

1.21.3.2. No departures from Runways 15R/33L and 18/36 except for civilian aircraft.

1.21.3.3. T-6 operations on 15L/33R will continue without impact; no patterns will be flown west of Runway 15L/33R.

1.21.3.4. No engine starts and taxiing within 1,000 ft of the event location.

1.21.4. During full quiet hours and wing no-fly periods:

1.21.4.1. No engine starts, taxiing, takeoffs and/or landings of wing aircraft.

1.21.4.2. Civilian/air carriers directed to Runway 15C/33C, to the maximum extent possible.

1.21.5. Emergencies, active Search and Rescue (SAR) aircraft, Arriving Air Evacuation Aircraft, Logistics Support Aircraft and Special Airlift Missions (SAM) are exempt from Quiet Hour and No-Fly period restrictions.

1.21.6. Pilots should make every reasonable effort to avoid over-flight of the housing area located 1 NM north of RWY 15L/33R.

1.22. Procedures for Protecting Precision Approach Critical Areas.

1.22.1. ILS Critical Areas (see **Attachment 2**).

1.22.1.1. Glideslope 15C and 33L. Fan-shaped area extending 1,300’ from the antenna toward the approach end of the runway. It covers an area 30 degrees either side of a line drawn through the glideslope antenna and parallel to the runway centerline.

1.22.1.2. Runway 33L Localizer. Area with 250’ radius around localizer extending 2,000’ toward the approach end of Runway 15R.

1.22.1.3. Runway 15C Localizer. Rectangular area extending 2,000’ from the localizer toward the approach end of the runway, 50’ behind the localizer and 150’ on each side of the runway centerline.

1.22.2. Protecting Precision Approach Critical Areas. Aircraft and vehicle access to ILS critical areas must be controlled to ensure the integrity of ILS course signals whenever conditions are less than reported ceiling 800’ or visibility less than 2 miles. All vehicular/aircraft traffic will hold short of all hold lines they encounter until gaining approval to cross from the Tower.

1.22.2.1. When the weather reaches a point that requires protection of critical areas and/or precision obstacle-free zones, GC will broadcast “PROTECTION OF ILS CRITICAL AREAS ARE IN EFFECT” Vehicles will be advised by GC to hold short of ILS critical areas in accordance with FAAO JO 7110.65 and DAFMAN 13-204v3.

1.22.2.1.1. Phraseology/Examples.

1.22.2.1.1.1. “HOLD SHORT OF (RUNWAY 33L) Instrument Landing System CRITICAL AREA/PRECISION OBSTACLE FREE ZONES”.

1.22.2.2. Tower will inform AMOPS when the ILS critical area is in effect. AMOPS, in turn, will notify drivers of the information. **Note:** See DAFI 13-213 and SAFBI13-213 for further information on protection of Critical Areas/Precision Obstacle Free Zone.

1.23. Restricted/Classified Areas on the Airfield. Sheppard has no permanent restricted/ classified areas on the airfield. Temporary restricted areas are established on a case-by-case basis by 82 SFS in coordination with the AFM and will be off limits to all unauthorized individuals.

1.24. Auxiliary Power for ATCALS Facilities.

1.24.1. The 80 OG/CC has determined the facilities outlined in **Table 1.3** will have an auxiliary power source as described. RAWS maintenance will place RAWS facilities on back-up emergency generator power when they deem necessary and will coordinate with Sheppard RAPCON and Tower WS when such actions are taken. RAWS maintenance will notify CE Customer Service (Daytime: 676-5667 or 676-5728) (After 1600: 676-4502 or 676-2124) anytime facilities are placed on back-up power. **Note:** For additional information on specific procedures and requirements for auxiliary power systems, reference ATCALS Restoral Priorities Operations Letter.

1.24.2. The Tower, RAPCON, Runway Control Structures 1-6, AMOPS, and Base Weather facilities are equipped with reliable back-up emergency generator power with “auto start” capability. These facilities are placed on back-up power at the discretion of the facility supervisors.

1.25. Storing Transient Aircrew Materials.

1.25.1. AMOPS shall notify 82 TRW/CP if transient aircrew needs to store materials and coordinate transportation to 82 TRW/CP.

1.25.2. 82 TRW/CP will store transient aircrew COMSEC materials IAW applicable AFIs.

Chapter 2

FLYING AREAS

2.1. Local Flying Area/Designation of Airspace.

2.1. 1 The SAFB local flying area is an extensive area that encompasses ATC Class D airspace, outlying airfields (Frederick) as well as training routes and Military Operations Areas (MOA), which locally assigned aircraft routinely use. Sheppard RAPCON and Tower airspace is depicted in Attachments **5** and **6**, respectively. The 80 FTW Commander (80 FTW/CC) designates the local flying area for wing-assigned aircraft.

2.1.2. Alert/Restricted Areas. Applicable Alert/Restricted Areas to SAFB are A-561, A-636 and R-5601. Alert/Restricted Areas are defined in Area Planning AP/1A, *Special Use Airspace North and South America*.

2.1.3. Military Training Routes. A description of VFR Military Training Route and IFR Military Training Routes near Sheppard's airspace can be found in Area Planning AP/1B, *Military Training Routes North and South America*.

2.1.4. Class D Airspace. Sheppard's Class D is the airspace within a 4.9 Nautical Miles (NM) radius of the geographical center of SAFB airfield, from the surface up to and including 3,500' MSL (2,500' Above Ground Level (AGL)) and within 1 NM each side of the Wichita Falls localizer northwest course, extending from 4.9 NM to 5.7 NM northwest of the airport. When the Tower is closed, the Class D airspace is designated as Class E.

2.1.5. RAPCON's area of jurisdiction is depicted in **Attachment 5**.

2.1.6. Emergency Jettison of External Stores. This area is defined as the Red River; flying northwesterly, one-half mile either side of the SPS 295 radial, 17-24 Distance Measuring Equipment (DME) at 2,500' MSL. This is a VFR procedure and aircraft shall self-navigate to the area to avoid any obstacles. Sheppard RAPCON may monitor/advise the aircraft when entering or leaving the area.

2.1.7. Fuel Dumping. SAFB does not have a designated fuel dumping area.

2.1.8. Parachute Jump Operations. SAFB does not have any drop zones nor are there any organizations that practice parachute jump operations.

2.1.9. Definition of Wing Flying. Defined as anytime 80 FTW aircraft are airborne, unless waived by 80 OG/CC.

2.2. Local Training Areas.

2.2. 1 Sheppard 1 Military Operations Area and Air Traffic Control Assigned Airspace. The airspace northwest of SAFB that begins at 8,000' MSL through Flight Level (FL) 220 (Attachment 5).

2.2.2. Sheppard 2 Military Operations Area and Air Traffic Control Assigned Airspace. The airspace northeast of SAFB that begins at 8,000' MSL through FL 220, except for Area 13 which begins at 8,000' MSL through FL 200 (Attachment 5). Frederick Area/A-561. The airspace northwest of SAFB that begins at the surface through 7,000' MSL (Attachment 5, Figure A5.3).

Chapter 3

VISUAL FLIGHT RULES PROCEDURES

3.1. Visual Flight Rules Weather Minimums. For Tower controlled VFR patterns: Ceiling must be a minimum of 500' above published VFR pattern altitude (**Table 3.1**) and at least 3 Statute Miles (SM) visibility from the Tower. The patterns may be open or closed at WS discretion based on reported Tower visibility lower/greater than SAFB weather reported values.

3.2. Visual Flight Rules Traffic Patterns. See Attachments **3** and **4**.

Table 3.1. Visual Flight Rules Pattern Altitudes.

Pattern Activity	Pattern Altitude (Mean Sea Level)	Direction of Turns
15R Overhead*	2,800'	Right
33L Overhead*	2,800'	Left
15L Overhead**	2,000'	Left
33R Overhead**	2,000'	Right
15L Straight-in	1,500'	
33R Straight-in	1,500'	
33C Straight-in	2,300'	
15C Straight-in	2,300'	
15R Straight-in	2,300'	
33L Straight-in	2,300'	
33C Overhead	2,800'	Left/Right
15C Overhead	2,800'	Left/Right
18 Rectangular Pattern	1,800' – light aircraft 2,300' – conventional jet aircraft	Right
36 Rectangular Pattern	Same as 18	Left
15L Emergency Landing Pattern**	High Key-3,500' - 4,000' Low Key-2,500' Base Key-1,600' - 1,800'	Left
33R Emergency Landing Pattern**	High Key-3,500' - 4,000' Low Key-2,500' Base Key-1,600' - 1,800'	Right

*15R/33L Overhead pattern altitude of 2,800' and direction may also be flown to 15C/33C due to Runway 15R/33L closure.
**15L/33R overhead pattern altitude of 2,000' and direction may be flown to 15C/33C or 15R/33L due to Runway 15L/33R closure.

Note: 80 FTW aircraft under Tower control will fly the Runway Supervisory Unit (RSU) ground track traffic pattern and continue to make all RSU pattern position reports. Tower controllers will at a minimum respond to initial check-in and any requests. **Note:** Maneuvering for safety of flight (i.e. breakout) always takes precedence.

3.2.1. The normal break zone for initial traffic is between the approach end threshold and 3,000' down the runway. ATC may issue adjustments to break for spacing and sequencing. If no break point is specified, 80 FTW aircraft will break in the normal break zone. If a break point is specified along with a sequence/traffic call, it is the 80 FTW aircraft's obligation to accept the sequence, or to request re-sequencing.

3.2.2. Tower controller will approve closed traffic requests based on traffic. Aircraft requesting closed traffic may be directed to "EXTEND" for sequencing. If told to extend, await Tower instruction to turn closed or crosswind.

3.2.3. Low Closed Pattern. T-6 aircraft are authorized to conduct low closed traffic pattern at 500' AGL while under RSU control.

3.2.4. On initial takeoff or touch-and-go, when remaining in the pattern, aircrew will have three choices of pattern requests.

3.2.4.1. "Call Sign, request closed" - normal closed pattern; initiate at present position unless otherwise directed.

3.2.4.2. **(T-38 only)** "Call Sign, request straight-in" – aircraft will turn crosswind at the departure end and will fly outside downwind and then request a straight-in for RWY15 only. If approved, aircrew will follow the straight-in ground track.

3.2.4.3. **(T-6 only)** "Call Sign, request direct high-key/low-key" – aircraft turn direct to high/low-key; initiate at present position unless otherwise directed.

3.2.4.4. If Tower controller denies the request (closed/straight-in/high key/low key), then aircraft will follow the normal pattern ground track and report initial unless directed otherwise by Tower.

Table 3.2. Visual Flight Rules 18/36 Runway Departure Instructions.

Runway 18 Departures	
SW – W	AFTER DEPARTURE TURN RIGHT, MAINTAIN AT OR BELOW 2000' UNTIL FIVE MILES WEST OF THE AIRPORT."
E – SE – E	MAKE STRAIGHT OUT DEPARTURE, MAINTAIN AT OR BELOW 2000' UNTIL FIVE MILES SOUTH OF THE AIRPORT."
NW – N – NE	AFTER DEPARTURE TURN RIGHT, REMAIN WEST OF THE EXPRESSWAY, MAINTAIN AT OR BELOW 2000' UNTIL SEVEN MILES NORTHWEST OF THE AIRPORT."
Runway 36 Departures	
SW – W	AFTER DEPARTURE, TURN LEFT, MAINTAIN AT OR BELOW 2000' UNTIL FIVE MILES WEST OF THE AIRPORT
E – SE – S	AFTER DEPARTURE, TURN LEFT, MAKE LEFT DOWNWIND DEPARTURE, MAINTAIN AT OR BELOW 2000' UNTIL FIVE MILES SOUTH OF THE AIRPORT
NW – N – NE	AFTER DEPARTURE, TURN LEFT, REMAIN WEST OF THE EXPRESSWAY, MAINTAIN AT OR BELOW 2000' UNTIL SEVEN MILES NORTHWEST OF THE AIRPORT

3.3. T-6 High-Altitude Power Loss/Emergency Landing Pattern Procedures.

3.3.1. High-Altitude Power Loss (HAPL) operations will only be conducted in Sheppard 1/Sheppard 2 MOAs to a Non-Tower Airfield (Frederick, Duncan, and Chattanooga) between sunrise and sunset.

3.3.1.1. Pilots will request HAPL on departure on initial call-up, along with the rest of their flight requirements (ex. "BLADE##, AIRBORNE PASSING 2,100', REQUEST HIGH, HAPL, HACKER.").

3.3.1.2. Once the HAPL is approved within their assigned area, the aircraft will begin a slow descent until reaching 8,000' MSL. Upon reaching/passing 8,000' MSL, the aircraft will cancel IFR and proceed VFR direct to Frederick (or requested Non-Tower Airfield) to complete an Emergency Landing Pattern (ELP).

3.3.2. ELP procedures may be conducted at the following airfields: SAFB, LAW/FSI, Duncan, Frederick, Bowie Municipal, Chattanooga Municipal, Chickasha Municipal and Paul's Valley Municipal. Aircraft will report High Key and Low Key (See **Table 3.1** for SAFB pattern altitudes).

3.3.2.1. Weather Requirements at SAFB. Ceiling 500' above approved High/Low Key altitude and flight and ground visibility must be reported to be at least 3 miles.

3.3.2.2. At SAFB, ELP flight paths will not offset west of 15L/33R and will remain within the lateral limits of the Class D surface area (**Attachment 4**).

3.3.2.3. ELP aircraft may be instructed to "HOLD AT/ORBIT HIGH KEY" or may have their request denied with "UNABLE HIGH KEY" due to traffic or other reasons. Aircraft requests for High Key will be denied if another T-6 is already holding at High Key.

3.3.2.4. In the event the Tower takes control of Cooter's Runway and an ELP is in progress, the service by the Tower does not in any way absolve the pilot from his/her responsibility from complying with 14 CFR part 91 and/or applicable military directives.

3.4. Special Procedures.

3.4.1. T-38 Afterburner Climbs. All afterburner climbs will be conducted in accordance with the ZFW/Sheppard RAPCON/80 FTW Letter of Agreement (LOA) and ZFW/Sheppard RAPCON LOA.

3.4.1.1. Before stepping for afterburner/SHRED stereo flights, the pilot shall call the RAPCON WS no earlier than 1 hour prior to proposed take off time with requested stereo and call sign. RAPCON WS will coordinate with ZFW.

3.4.2. Unusual Maneuvers. ATC shall not solicit or approve any requests for a pilot to conduct unusual maneuvers within the Class D airspace. Unusual maneuvers include: unnecessary low passes, unscheduled flybys and practice instrument approaches to altitudes below specified minima (unless a landing or touch and go is to be made).

3.4.2.1. Procedures such as "Spiral up", "Spiral down" and "Threat Avoidance Procedures" are not authorized at SAFB.

3.4.3. T-38 Tactical Initial Procedures. Tactical initial will only be available for use when the Tower is controlling 15C/33C and 15R/33L simultaneously, and the status is better than "Restricted Pattern". Tactical initial may be flown in 2-, 3- or 4-ship formation.

3.4.3.1. Pilots will request "Tac Initial" with the Tower upon initial contact, normally 10-15 miles from the airfield.

3.4.3.2. When the Tower approves tactical initial and controls all runways, the flight lead(s) will line up over Taxiway D and the wingmen will line up approximately 4,000'-5,000' line-abreast formation. If the Tower does not control Runway 15L/33R, wingmen will line up no further east than Runway 15C/33C.

3.4.3.3. Pilots will report both "7-mile and 3-mile Tac Initial." If a 3-ship formation, the pilot will report "Call Sign 2+1 Tac Initial." If a 4-ship formation, the pilot will report "Call sign 2+2 Tac Initial."

3.4.4. T-6 Tactical Initial Procedures. At Sheppard, Tac Initial may be flown only when the Runway 15L/33R VFR pattern is empty.

3.4.4.1. Pilots will request "Tac Initial" with the TWR upon initial contact.

3.4.4.2. Lead will line up offset to the East by approximately 1,000-1,500 ft and the wingman will line up with the runway.

3.4.4.3. In the break zone, the element will perform an in-place 90-degree turn towards inside downwind. The flight/element lead will continue the turn to roll out on the normal inside downwind ground track. The wingman will roll out after 90 degrees of turn and

delay their next turn to roll out on inside downwind, lagging lead to ensure required separation.

3.4.5. Wind Variable Information. The 80 OG/CC waives the requirement to issue variable wind information to 80 FTW-assigned aircraft in order to provide expeditious and efficient pattern control.

3.5. Reduced Same Runway Separation Procedures. Reduced Same Runway Separation (RSRS) will be applied in accordance with DAFMAN 13-204V3, AETCSUP, when Tower is controlling. **Note:** When cleared for the option by Tower, stop and go is not authorized as a type of landing.

3.5.1. RSRS may be applied to similar type aircraft. Similar trainer-type aircraft are defined as two or more aircraft of the same airframe; for example, T- 38/T-38 and T-6/T-6. See **Table 3.3** for RSRS distances for similar type aircraft operations.

3.5.1.1. During night operations, RSRS is 6,000’ minimum, if the controller can see the aircraft involved and determine distances by references to suitable nighttime landmarks (lighted distance markers, etc.). Otherwise, standard FAA separation will apply.

Table 3.3. Reduced Same Runway Separation Distances for Similar Type Aircraft Operations.

FULL STOP BEHIND	DAY
Full Stop	3,000’
Low Approach	3,000’
Touch & Go	3,000’ or airborne
LOW APPROACH BEHIND	DAY
Full Stop	3,000’
Low Approach	3,000’
Touch & Go	6,000’
TOUCH & GO BEHIND	DAY
Full Stop	3,000’
Low Approach	3,000’
Touch & Go	3,000’ or airborne

3.5.2. Dissimilar trainer-type aircraft are defined as a mix of different airframes; for example, T-38/T-6, T-1/T-38. For departures following arrivals, the preceding landing aircraft, regardless of category, must be clear of the runway before the departure begins takeoff roll.

3.5.2.1. RSRS for dissimilar trainer-type aircraft is 6,000’ minimum in all cases.

3.5.3. RSRS during wet runway operations is authorized and will be the same standards as listed in **Table 3.3**.

3.5.4. RSRS will not be authorized, regardless of the RSC, under the following conditions:

3.5.4.1. Between trainer-type aircraft and any other non-trainer aircraft.

3.5.4.2. When an emergency aircraft is involved.

3.5.4.3. When braking action is less than medium.

3.5.4.4. Anytime the Tower determines the safety of aircraft will be jeopardized.

3.5.4.5. When the RCR is less than 14.

Chapter 4

INSTRUMENT FLIGHT RULES PROCEDURES

4.1. T-38 Radar Traffic Patterns.

4.1.1. Falls Pattern Procedures. Vectors to a 12-mile base for a 9-mile VFR straight-in approach to the center runway. The approach can be followed by an IFR departure to the areas, an entry to the VFR pattern or a full stop. The term "Falls" is used whenever aircraft want vectors for a VFR straight-in approach to the center runway, regardless of whether it is after initial takeoff or after returning from the areas. If an aircraft needs vectors inside 10 DME, it will be cleared for a radar or instrument approach.

4.1.2. Instrument Flight Rules Last Pattern. Radar vectors to an instrument approach or radar final followed by an IFR departure. Depart runway heading and climb to 5,000'. Squawk assigned code.

4.2. Availability for Surveillance. RAPCON will maintain availability for Surveillance capability during the 80 FTW operations based upon equipment availability. All straight-in instrument approaches shall be flight followed when the ceiling is below 1500' and /or the visibility is less than 5 miles or as requested by the pilot.

4.3. Radar Vector to Initial Procedures. Upon request and availability, RAPCON will provide radar vectors to initial.

4.4. Cancellation of Basic Radar Services. When any 80 FTW aircraft receiving basic radar services is instructed to contact the appropriate RSU or Tower, radar service is automatically terminated and they need not be advised.

4.5. Local Departure Procedures/Standard Climb-Out Instructions.

4.5.1. Local Climb-out Instructions. Local climb-out is a short range IFR clearance to SAFB, defined as "FLY RUNWAY HEADING, CROSS DEPARTURE END AT OR BELOW 2,300', CLIMB AND MAINTAIN 5,000', CONTACT ARRIVAL ON (appropriate local channel)." Controllers may use the phrase, "EXECUTE LOCAL CLIMBOUT" for locally assigned aircraft only. **Note:** When 15R/33L overhead is NOT in use, controllers may issue "FLY RUNWAY HEADING, MAINTAIN 5,000'."

4.5.2. The Tower may issue the following instructions to IFR transient military and civilian aircraft departing Runway 18/36 when the T-38 pattern is not in use:

4.5.2.1. Runway 18. "AT DEPARTURE END OF RUNWAY, TURN LEFT HEADING 150, MAINTAIN 3,100."

4.5.2.2. Runway 36. "TURN LEFT HEADING 280, MAINTAIN 2,500. DO NOT OVERFLY ANY TAXIWAYS."

4.5.2.3. IFR transient aircraft shall not normally depart Runway 18/36 when the T-38 pattern is in use.

4.5.3. For transient military and civilian departures off of Runway 15R/33L, Tower will issue the following departure restriction when the overhead pattern is in use: "FLY RUNWAY HEADING, CROSS DEPARTURE END AT OR BELOW 2,300."

4.5.4. All departing 80 FTW aircraft will cross departure end of Runway 15R/33L and Runway 15C/33C at or below 2,300’ before climbing to assigned altitude. This will ensure separation from aircraft in the overhead pattern.

4.6. Locally Assigned T-38s.

4.6.1. Runway 15C/33C is the primary T-38 departure runway for dual student sorties, and the Tower controls all launches.

4.6.2. Instrument Approaches to Runway 33L. Instrument approaches are not normally mixed with Tinder’s pattern when the pattern status is Restricted Pattern or better. The SOF and Tower WS must approve instrument approaches when Tinder is controlling.

4.6.3. Formation Procedures.

4.6.3.1. Instrument Trail Departure. Aircraft will advise Tower and RAPCON on departure when using trail departure procedures.

4.6.3.2. Recovery Procedures. Formations that expect to encounter Instrument Meteorological Conditions (IMC) will normally request flight split ups. Aircraft are required to advise RAPCON as early as possible of the flight’s intentions.

4.6.4. Night Operations.

4.6.4.1. Runway 15R/33L is the primary runway.

4.6.5. Instrument Approaches. Instrument/straight-in approaches are not normally mixed with overhead patterns at night to Tinder’s runway. The SOF and Tower WS must approve instrument/straight-in approaches between sunset and sunrise.

4.6.6. Simultaneous Instruments/Alternating Instruments.

4.6.6.1. During simultaneous instruments, the Tower controls operations to all runways. The SOF will declare an alternate and touchdown fuel IAW AFI 11-202v3 and any associated waivers. The current waiver on file is when the weather is below 1,500’ ceiling or 3 miles visibility.

4.6.6.2. During alternating instruments, all duty desks must coordinate launch and recovery windows with the SOF who will in-turn notify Tower/RAPCON WS with each airframe launch/recovery window. Out-and-back missions may depart as required and must coordinate with the Operations Superintendent for a return window. Reference AFI 11-2T38 V3.

4.6.6.3. In the event all airframes are already airborne, the SOF will coordinate with RAPCON to determine airframe priority for recoveries.

4.7. Locally Assigned T-6s.

4.7.1. Pattern work for T-6s will be conducted to Runway 15L/33R.

4.7.2. Aircraft using Sheppard 1/Sheppard 2 MOAs are cleared the Sheppard 1/Sheppard 2 stereo respectively. Upon leveling at 14,000’ MSL, aircrews are automatically cleared to proceed direct to the lateral limits of the assigned area at 14,000’ MSL. Upon reaching the lateral limits of the area at 14,000’ MSL, aircrews may climb or descend into the area unless otherwise directed. Aircraft proceeding to Lawton/Henry Post Army Airfield will normally be

cleared direct the Lawton VOR at 6,000’ MSL; otherwise, continue on the Sheppard 1 stereo at 6,000’ MSL. Aircraft proceeding to Frederick will be cleared the Ranch stereo at 6,000’.

4.7.3. Aircraft must fly the stereo departure routing as published under normal conditions until leveling at 14,000’ MSL. Aircrews desiring a continuous area will normally be assigned areas 3, 7, 8, 13 or 14 to allow full use of the published departures.

4.7.4. Under instrument status, T-6s departing for slow routes will be cleared using the following phraseology: “(A/C call sign), CLEARED TO THE WICHITA FALLS “XXX” RADIAL, “XX” MILE FIX, MAINTAIN FIVE THOUSAND, DEPARTURE FREQUENCY WILL BE LOCAL CHANNEL SIX, SQUAWK (appropriate code).” The clearance limit will be as follows:

4.7.4.1. SRs 271, 272, 278, and 279. SPS 060/26.

4.7.4.2. Reverse SR 272. SPS 077/48.

4.7.4.3. Reverse SR 278. SPS 279/28.

4.7.4.4. Reverse SR 279. IRW 202/27.

4.7.5. During Simultaneous Instruments Status, departure and recovery will normally be to Runway 15L/33R under Tower control on Channel 20 (279.525).

4.7.5.1. During Alternating Instruments.

4.7.5.1.1. Runway 15. Departures will be from Runway 15L and/or 15R, and arrivals will be to Runway 15C.

4.7.5.1.2. Runway 33. Departures will be from Runway 33R and/or 33C, and arrivals will be to Runway 33L.

4.7.6. Runway 18/36 Landing Procedures. When winds preclude use of 15L/33R, T-6 aircraft may use Runway 18/36 on a limited basis with SOF approval. T-6s landing Runway 18/36 will enter Class D over the Wichita Falls VORTAC at 2,300’ and depart heading 075 for Runway 18 or depart heading 115 for Runway 36.

4.7.6.1. Upon calling the airport/runway in sight, RAPCON will issue Visual Approach clearance with the crossing restriction over Wichita Falls VORTAC Phraseology used: “(A/C call sign), CROSS THE WICHITA FALLS VORTAC AT TWO THOUSAND THREE HUNDRED, CLEARED VISUAL APPROACH RUNWAY XX.”

4.7.6.2. RAPCON should transfer communication to the Tower when 10 miles from airport but no later than Wichita Falls VORTAC.

4.7.6.3. Tower will provide visual separation between IFR arrivals/departures to Runway 15 and Runway 18. If unable, advise RAPCON.

4.7.7. Non-standard Formations in the Military Operations Area. When a flight desires to become non-standard/maneuver for training and they are established in the MOA, the #2 aircraft will turn on transponder and squawk 4700. Once maneuvering is complete, the #2 aircraft will squawk standby.

4.8. Sheppard 1/Sheppard 2 Military Operations Area Procedures.

4.8.1. All 80 FTW-assigned aircraft are provided IFR service to and from the Sheppard 1/Sheppard 2 MOAs to the maximum extent possible.

4.8.2. All 80 FTW-assigned aircraft operating within and transiting the confines of Sheppard 1/Sheppard 2 MOAs are considered participating aircraft.

4.8.3. Aircraft established within the MOAs remain IFR and are provided merging target procedures IAW FAAO JO 7110.65.

4.8.3.1. Merging target procedures are applied only during Visual Meteorological Conditions (VMC). The application standards are “targets do not touch” or a “form of vertical separation is applied.” Acceptable vertical separation between two participating aircraft is 500’.

4.8.3.2. If a pilot informs, he/she is encountering IMC, then standard IFR separation is applied. It is the pilot’s responsibility to inform ATC when encountering IMC.

4.8.4. ATC will aid aircraft in maintaining its orientation within its assigned area. **Note:** The intent is not to make the controller responsible for ensuring the aircraft remains in their assigned area.

4.8.5. ATC will provide traffic advisories on known or observed VFR traffic transiting the MOAs on a workload permitting basis.

4.8.6. ATC will provide standard IFR separation between the 80 FTW and non-80 FTW-assigned aircraft transiting the MOA.

4.8.7. T-6/T-38 Dual-Use of the Sheppard 2 MOA is authorized.

4.9. Side-Step Procedures.

4.9.1. Side-step Procedures. Aircraft requesting side-step maneuver will only receive approval during instrument status with Tower controlling 15C/15R or 33C/33L. The Tower is the approval authority for aircraft requesting the side-step maneuver based on current airfield conditions and traffic.

4.9.1.1. Pilots will request, “(ACID) REQUEST SIDE-STEP RUNWAY (##)” with RAPCON upon initial contact or no later than 20 flying miles from the field. RAPCON will coordinate with Tower or approval by verbal or automated means.

4.10. Abbreviated Clearances. Abbreviated clearances are authorized for Stereo Routes and will include a minimum of Call sign, stereo route, assigned altitude, departure frequency and squawk. Clearance limit does not need to be stated and is as published per the applicable stereo. e.g., SPS for MIKKE3 or ELEYE for BANSHI stereo. Example Phraseology - "KENT21, CLEARED MIKKE3, MAINTAIN ONE SIX THOUSAND, DEPARTURE CHANNEL SIX, SQUAWK (XXXX)".

Chapter 5

EMERGENCY PROCEDURES

5.1. Operation of the Primary Crash Alarm System.

5.1.1. The following agencies are included on the Primary Crash Alarm System (PCAS) with 2-way communications: Tower, Flight Medicine, 82 CES/CEF, and AMOPS.

5.1.2. Tower will activate the primary crash phone in any of the following known or suspected situations:

5.1.2.1. An IFE/ground emergency or physiological incident is suspected or declared by the pilot in control (PIC), ATC, SOF or other qualified authority.

5.1.2.2. An aircraft engages a barrier (other than scheduled engagement).

5.1.2.3. An aircraft has made a forced landing or is about to do so.

5.1.2.4. An aircrew has made an emergency egress or is about to do so.

5.1.2.5. Aircraft intercept or escort services are required.

5.1.2.6. The need for ground rescue of an aircrew appears likely.

5.1.2.7. Hot brakes are suspected or declared.

5.1.2.8. Aircraft hijacking is suspected or in progress.

5.1.2.9. Any unauthorized aircraft movement (landing, taxiing, etc.) is observed or reported.

5.1.2.10. An aircraft departs a runway or taxiway surface.

5.1.2.11. Tower evacuation.

5.1.2.12. A base disaster, or disaster exercise (if directed by AOF/CC).

5.1.2.13. A Class 3 fuel spill or a fuel spill of an unknown amount.

5.1.2.14. In-flight Radio Failure aircraft (unless a wing aircraft, and it can be determined it has no additional problems and requires no assistance).

5.1.2.15. A crash on or off base by military or civilian aircraft.

5.1.2.16. Any other situation or circumstance observed by ATC that requires the immediate attention of wing authorities.

5.1.2.17. Unauthorized UAS operations are reported.

5.1.2.18. Daily Crash Phone Test. Check the PCAS daily between 0700-0800L or within 1 hour of opening (if opening later).

5.1.3. ATC will provide all available information when the PCAS is activated. If available, forward the following information as a minimum:

5.1.3.1. Call sign and type aircraft.

5.1.3.2. Nature of the emergency.

5.1.3.3. Pilot’s intentions.

5.1.3.4. Fuel status in minutes.

5.1.3.5. Number of personnel on board.

5.1.3.6. Landing runway.

5.1.3.7. Estimated Time of Arrival.

5.1.3.8. Wind data.

5.1.3.9. Any other pertinent information (ordnance, hazardous cargo [line number], suspected hydrazine leak, Emergency Power Unit activation, location of crash site, etc.).

5.1.4. Upon receipt of further information, ATC will notify agencies individually based on need of information.

5.1.5. If there is any doubt that a given situation constitutes a potential or actual emergency, the PCAS will be activated.

5.1.6. If the PCAS is malfunctioning or out of service, Tower will contact AMOPS with the appropriate information. AMOPS will in turn activate the Secondary Crash Net (SCN).

5.2. Operation of the Secondary Crash Net.

5.2.1. AMOPS is the activation authority for the SCN.

5.2.2. AMOPS will activate the SCN immediately following PCAS activation and they will relay emergency information verbatim.

5.2.3. SCN agencies are limited to agencies requiring emergency action/response to aircraft mishap.

5.2.3.1. The following agencies are included on the SCN: 80 FTW/SE, Flight Surgeon, 82 SFS, 82 TRW/CP, Aircraft Maintenance Contractor, Flight Duty Desks, TA, Emergency Management, 82 CES/CEF, and Weather.

5.2.3.1.1. Emergency Command Center (FD/SFS) is contacted individually only when not collocated.

5.2.3.2. The 80 OSS/CC is the approval authority for any additions/deletions to the SCN.

5.2.4. SCN will be tested by AMOPS following the daily PCAS test.

5.2.5. The SCN will only be used to relay information critical to aircraft, airfield operations, and emergency situations affecting the airfield in accordance with DAFMAN 13-204v2. Use other forms of communication to relay noncritical information. Emergency situations requiring activation of the SCN are as follows:

5.2.5.1. Weather Warnings.

5.2.5.2. IFE.

5.2.5.3. Ground Emergency.

5.2.5.4. Force Protection Condition (FPCON) levels.

5.2.5.5. Disaster Response Force activation/recalls.

5.2.5.6. Bomb threats or terrorist activities.

5.2.5.7. As requested by the Emergency Operations Center (EOC) Director to support the Installation Emergency Management Plan (IEMP). The IEMP 10-2 provides comprehensive guidance for emergency response to physical threats resulting from major accidents, natural disasters, conventional attacks, terrorist attack, and Chemical, Biological, Radiological, Nuclear, and High-Yield Explosives attacks.

5.2.6. The 82 TRW/CP is the backup agency for activation of the SCN. 82 TRW/CP will:

5.2.6.1. Activate the SCN in the event of a facility evacuation of AMOPS during normal operating hours.

5.2.6.2. Activate the SCN as needed when AMOPS is closed.

5.2.6.3. Record emergency information using Triad Form 745, Emergency/Accident and Hazardous Cargo Log.

5.2.6.4. Test backup procedures monthly as coordinated by AMOPS.

5.2.7. In the event of SCN failure, the backup procedure is to communicate via landline with required agencies specified in DAFMAN 13-204v2.

5.3. Emergency/Mishap/Disaster/Off-Base Airfield Response Procedures.

5.3.1. All response procedures will follow general guidance found in the Installation Emergency Management Plan (IEMP) 10-2 and Inland Search and Rescue Plan. The AOF/CC will be the AO point of contact for all information pertaining to an actual or potential aircraft mishap; with the exception to any direct coordination effort regarding emergency response. IAW AFMAN 13-204v1, all mishap data from the RAPCON, Tower, AMOPS, and ATCALS equipment will flow through the AOF/CC.

5.3.2. First Response.

5.3.2.1. First responders (82 CES/CEF/82 MDG/82 SFS) will respond directly to the incident site for preservation of life, resources and set up of initial site security. **Note:** Emergency/Mishap response does NOT supersede airfield driving standards. Responders shall obtain ATC approval prior to entering the CMA or active runways.

5.3.2.2. The Tower and RAPCON will follow their respective mishap response checklists derived from the IEMP 10-2. The Tower will coordinate the expeditious movement of first responders in accordance with Tower-RSU-RAPCON Operations Letter.

5.3.2.3. AMOPS will be given priority to access all runways to accomplish a runway check. Following an emergency, the SOF may waive an airfield check for non-mechanical related occurrences. **Note:** If a C-5, B747, A380, or B-52 aircraft used the surface, then the FOD cannot be waived (reference 1.17.2.).

5.3.2.4. “Next to land” is defined as the next aircraft in the immediate landing sequence.

5.3.2.5. The RSU or controlling agency will expedite movement of first responders. Following a mishap, the Tower will retain control of the affected runways until a suitable FOD check can be accomplished by AMOPS. **Note:** Only aircraft unable to stay in the pattern due to an emergency situation may use the runways at the discretion of the SOF and at the pilot’s own risk.

5.3.3. Secondary Emergency Response.

5.3.3.1. Following an emergency, AMOPS may suspend operations to affected runways and conduct an airfield check unless waived by the SOF. AMOPS will document all SOF-waived runway checks in the AMOPS AF Form 3616.

5.3.3.2. Following a mishap, AMOPS will suspend operations to affected runways, conduct an airfield check and report results to the Tower. AMOPS will send NOTAMs closing all affected airfield surfaces. AMOPS will not approach the emergency or mishap until all clear from the incident commander.

5.3.3.3. Flight Safety will respond to emergencies and mishaps to preserve initial evidence and information. Flight Safety will not approach the incident aircraft until the all clear from the incident commander.

5.3.3.4. Other emergency responders will meet at the emergency support staging areas. The EOC shall coordinate with AMOPS or the AOF/CC and the incident commander prior to placing items or vehicles in the CMA (Attachment 2).

5.3.4. Emergency Termination.

5.3.4.1. The Incident Commander is the termination authority for emergencies. 82 CES/CEF will visually check all emergency aircraft prior to taxi back to parking.

5.3.4.2. The 82 CES/CEF personnel will position vehicles in order to follow emergency aircraft down the runway/taxiway until the aircraft stops or exits the active runway. They will remain with the aircraft until the emergency is terminated.

5.3.4.3. When 82d Aerospace Medicine Squadron Flight Medicine (82 AMDS/SGPF) dispatches an ambulance, they will pre-position at one of the emergency staging areas (**Attachment 2**) until their assistance is required or until the emergency is terminated.

5.3.4.4. The Tower will relay emergency termination notices to AMOPS only when the incident commander has confirmed termination. AMOPS personnel will relay termination instructions over the SCN. When the Tower is closed, the incident commander will relay emergency termination to the 82 TRW/CP.

5.3.4.5. The AOF/CC will relay airfield operational status to the 80 OG/CC and the EOC to assist in the determination for further airfield closures or restrictions to local flying.

5.3.4.6. Following a mishap, the 80 FTW/CC is the airfield closure authority. If the airfield remains open, the 80 OG/CC will determine if wing flying should continue.

5.3.4.7. AO personnel shall not release the names of individuals allegedly involved in an aircraft incident or accident to agencies outside approved USAF channels; shall not discuss the accident or incident beyond what is necessary to accomplish duties; shall not post any information or make mention of an aircraft incident or accident over any form of social media; and shall not transmit information regarding the incident or accident to outside agencies via phone or SMS (text). Photography or video of the incident is strictly forbidden and limited only to approved AF agencies. All inquiries from non-mishap response personnel must be directed to 82 TRW Public Affairs (82 TRW/PA).

5.3.4.8. In the event of an aircraft crash, Tower's Ground Control will transmit on all Ground Frequencies, "ATTENTION ALL VEHICLES, ALL VEHICLES NOT

RESPONDING TO THE AIRCRAFT EMERGENCY EXIT THE AIRFIELD IMMEDIATELY."

5.4. External Stores Jettison Area Procedures. Not applicable to Sheppard AFB.

5.5. Emergency Aircraft Arresting System Procedures. AMOPS will transmit NOTAMs as required; 82 CES/82 CES/SP Power Production will be notified via the 82 CES/CEF if a barrier engagement occurs. AMOPS will check and re-open closed movement areas as required after the aircraft has been removed from the overrun.

5.6. Fuel Dumping. Not applicable to Sheppard AFB.

5.7. Hot Brake Area and Procedures.

5.7.1. The designated Hot Brakes areas are located at the hammerheads for Taxiway K and Taxiway G for Runway 15L/33R, hammerheads on Taxiway L and Taxiway F for Runway 15C/33C, hammerheads on Taxiway H and Taxiway C west of Runway 15R/33L, and Taxiway G and Taxiway F west of Runway 15R/33L (**Attachment 2**).

5.7.2. If Hot Brakes are suspected, the pilot will declare a ground emergency and taxi to a designated Hot Brake area facing the wind. Follow 82 CES/CEF instructions and contact the SOF/Incident Commander on local channel 19 or VHF 138.750.

5.8. Abandonment of Aircraft.

5.8.1. Controlled Bailout Area. The controlled egress/bailout area is the SPS 290 radial 10 DME at 10,000' MSL, at approximate latitude/longitude coordinates of N34.04.240/W098.46.040.

5.8.2. Ejection. When conditions allow, the crew or other aircraft in the area should attempt to relay the information on the location as soon as possible.

5.8.3. Plotting Aircraft Coordinates. When an incident occurs on base and ATC can approximately determine the location of the abandoned aircraft, they will plot grid map coordinates from left to right then bottom to top. Using the overlay, determine the smaller grid in question and pass the information, stating main grid followed by sub grid.

5.9. Personnel/Crash Locator Beacon Signal/Emergency Locator Transmitter Response Procedures.

5.9.1. ATC agencies will not activate the PCAS for Emergency Locator Transmitter (ELT) signals not immediately known to be associated with an emergency. Notification and response procedures are as follows:

5.9.1.1. The RAPCON will advise Tower and ZFW of all information concerning ELT signals heard or reported. If RAPCON is closed, Tower will notify ZFW.

5.9.1.2. The Tower will notify RAPCON (if closed, 82 TRW/CP) of ELT signals heard or reported, and notify AMOPS (if closed, 82 TRW/CP) via direct line of ELT of unknown source. Notify AMOPS and RAPCON when an ELT is determined not to be an emergency and when the signal ceases.

5.9.1.3. AMOPS will take the following action to determine the source of an ELT signal not immediately known to be associated with an emergency:

5.9.1.4. Notify Aircrew Flight Equipment (AFE) to check if the signal is originating on the apron or in the parachute room. (940-676-4999).

5.9.1.5. If the signal continues, notify the Egress shop to validate the source of the signal. (DSN 736-8590).

5.9.1.6. If the signal continues, notify the Wichita Falls Fixed-Base Operator at (940-855-3623).

5.9.1.7. If the signal continues, notify ZFW so they may coordinate with the Rescue Coordination Center (RCC).

5.10. Hot Gun/Hung Ordinance Procedures.

5.10.1. These procedures will be used any time a gun contains a round that cannot be removed in flight, any probability for inadvertent firing exists and the gun cannot be mechanically and/or electrically safed. **Note:** Sheppard AFB does not have any aircraft that utilize weapons onboard the aircraft. The below procedures are general procedures for operating at Sheppard. Any unit wanting to utilize Sheppard as an Alternate landing location for these procedures will need to coordinate on an agreement. (Reference MOUs located in AOF).

5.10.1.1. The crew will declare an In-Flight Emergency (IFE) and configure the aircraft to fly the most direct routing possible to KSPS utilizing radar vectors as required at obstacle clearance altitude, avoiding bringing the guns to bear on populated areas when possible.

5.10.1.2. Turns will be made to avoid populated areas as soon as visual contact with the runway environment is made.

5.10.1.3. Tower will follow Hot Armament checklists and activate the PCAS to pass information accordingly.

5.10.1.4. AMOPS will activate SCN.

5.10.1.5. Aircraft will stop on Taxiway F between Runway 15C/33C and Runway 15R/33L. Contact 82 TRW/SEW at 940-676-7304 to obtain an appropriate direction for the aircraft away from heavily populated areas if area has not already been identified.

5.10.1.6. If hung or “no fire” ordnance can be safed after landing (weapons crew decision) alert responding personnel.

5.10.1.7. If hung or “no fire” ordinance can’t be safed after landing, crew will coordinate with EOD/maintenance personnel on procedures for safing a weapon.

5.10.1.7.1. EOD will dispose of ordnance IAW their respective operating procedures.

5.10.1.8. Once safe, the aircraft will be taxied or towed to parking or continue as required.

5.11. Wind Limitations on Control Tower. The Tower, building 1902, is designed to withstand wind speeds of up to 90 miles per hour/78 knots. The Tower Cab shall be evacuated when the wind speed exceeds 75 miles per hour/65 knots.

5.12. Evacuation of AO Facilities.

5.12.1. Severe Weather Evacuations. Severe weather evacuations are conducted during exceeded Tower wind limitations, observed tornadoes, tornado sirens and other severe weather phenomena as determined by the WS.

5.12.1.1. Tower.

5.12.1.1.1. The WS is responsible for determining the nature and extent at which an evacuation is conducted. The 80 OG/CC has determined that there are no alternate facilities for continuation of ATC services at SAFB. In the event the Tower has to evacuate, the airfield will become an uncontrolled airfield.

5.12.1.1.2. Controllers will relocate to the second floor of the Tower. Time permitting, controllers may evacuate to the RAPCON IFR room or Weather shop for shelter.

5.12.1.1.3. In the event of an evacuation, if able, Tower will activate the PCAS and state, "THE TOWER IS EVACUATING DUE TO (Reason)." Do not waste any time explaining anything else on PCAS. In turn, AMOPS will activate the SCN with the applicable information.

5.12.1.2. RAPCON.

5.12.1.2.1. The WS/Senior Controller (SC) shall use the emergency action checklist to immediately evacuate all non-essential personnel and direct facility actions in the event of any bomb threats, fire, gas leaks, etc. There are no alternate facilities available to allow continued service and no requirement to maintain a fly-away kit for such purposes. In the event of a tornado, RAPCON personnel will remain in building 1903 and Shelter-in-Place (SIP).

5.12.1.3. AMOPS.

5.12.1.3.1. During an evacuation, temporary continuance of AMOPS services will be accomplished IAW OSAA-OSAM Alt Facility MOU. A fly-away kit is prepared and located in AMOPS in the event of an evacuation.

5.12.1.3.2. In the event of an evacuation, if able, AMOPS will activate the SCN and state, "AMOPS IS EVACUATING DUE TO (Reason)." The 82 TRW/CP will assume the responsibility of activating the SCN after AMOPS has evacuated to their alternate facility.

5.13. Other Emergency Procedures.

5.13.1. Single Frequency Approach (SFA). Upon request, IFE aircraft will be changed to RAPCON's discrete frequency 360.625 (Channel 18) and remain on that frequency until landing. In the event of simultaneous emergencies, RAPCON may assign a different discrete frequency to subsequent SFA aircraft. When RAPCON receives an SFA request, RAPCON will be responsible for ensuring the Tower is immediately notified to monitor the SFA frequency. The Tower WS will ensure the SOF and the respective RSUs are notified immediately to monitor the SFA frequency. When a pilot requests an SFA with any agency other than the RAPCON, the controlling agency will request Channel 18 from RAPCON and ensure all other facilities (Tower, SOF, and appropriate RSUs) are notified to monitor the SFA frequency.

5.13.1.1. The SOF shall not transmit on the SFA frequency without prior coordination with the Tower WS. All agencies will monitor the frequency until the IFE is terminated.

5.13.1.2. Transferring control of the aircraft and the frequency will be done through landline using the following phraseology, "(Aircraft Position), (Call sign) EMERGENCY,

CHANNEL 18 IS YOUR CONTROL." A communications check or instructions issued to the aircraft on the SFA frequency will be the indication that control of the frequency has been transferred. Controlling agencies will not broadcast simultaneously on the SFA.

5.13.1.3. The emergency aircraft pilot may request to land on any runway but will land under RAPCON or Tower control to reduce workload and frequency congestion of the RSU. To avoid the RSU pattern, emergency aircraft should fly or request vectors to a 10-mile final or final portion of an instrument approach. The SFA will not be used for aircraft holding in the RSU's pattern (i.e., High Pattern).

5.13.1.4. RAPCON will transfer communication and control of the emergency aircraft to Tower no later than 10 NM from the field, or as otherwise coordinated. After landing and once the aircraft has come to a complete stop, the controlling agency will advise the pilot to contact the Incident Commander on 228.0 (Channel 19), when necessary.

5.13.1.5. Single Frequency Approach Termination. Once the Incident Commander has terminated the emergency, the aircraft will utilize standardized Tower frequencies. Tower personnel will notify RAPCON when Channel 18 is returned to RAPCON.

5.13.2. T-6 Emergency Procedures.

5.13.2.1. T-6 IFE aircraft recovering to Sheppard should normally plan to land on Runway 15L/33R.

5.13.3. T-38 Emergency Procedures.

5.13.3.1. T-38 aircraft declaring an emergency will attempt to land on Runway 15R/33L. Pilots will request a VFR straight-in or an instrument approach. Aircraft are required to advise Arrival when leaving the frequency to contact Tinder.

5.13.3.2. After landing, emergency aircraft normally continue to the departure end of the runway.

5.13.3.3. Emergency Landing on Runway 18/36. Tinder will direct aircraft to contact Tower for clearance to land on Runway 18/36. Aircraft will fly initial to Runway 15R/33L and land from the overhead.

5.13.4. General Emergency Procedures.

5.13.4.1. Military Aircraft. After an IFE aircraft lands, if conditions allow, the emergency aircraft should exit at the end of the runway. Once the aircraft has come to a complete stop, the controlling agency will advise the pilot to contact the Incident Commander on 228.0 (Channel 19), when necessary. The IFE aircraft will initiate contact with the Incident Commander while stating the aircraft condition and intentions. Once the Incident Commander has terminated the emergency, the aircraft will automatically switch to the necessary controlling agency to continue.

5.13.4.2. Civilian Aircraft. In the event of a civilian aircraft emergency, the controlling agency will advise the pilot to contact the Incident Commander on 125.5, as directed.

5.13.4.3. During an IFE/ground emergency, GC will transmit, "ATTENTION ALL AIRCRAFT AND VEHICLES, GIVE WAY TO RESPONDING EMERGENCY VEHICLES."

5.14. Reduction of Fire Crash Response Capabilities.

5.14.1. The 82 CES/CEF notifies AMOPS and 82 TRW/CP in the event of a reduction or restoral in Aircraft Rescue and Fire Fighting capability.

5.14.1.1. The 82 TRW/CP will notify all flying units/tenants and Wichita Falls Fixed-Base Operator.

5.14.1.2. AMOPS will publish a NOTAM, and notify the AOF/CC, Tower and RAPCON.

5.14.1.3. Tower will notify the SOF (if available).

5.15. Alternate Facility Procedures. Airfield Management alternate facility procedures outlined in the OSAA-OSAM Alt Facility MOU. There are no alternate facilities for Tower or RAPCON.

Chapter 6

FLIGHT PLANNING PROCEDURES

6.1. Flight Plan Coordination.

6.1.1. All aircraft departing SAFB must have a flight plan (IFR or VFR) on file with AMOPS prior to takeoff. Civil aircraft parking/operating from the regional airport are exempt from this requirement IAW DAFMAN 13-204v2 and Joint Use Agreement.

6.1.1.1. Accepted flight plans include DD 175, DD 1801, DD 1801-C, FAA 7233- 1, FAA 7233-4 and electronic flight plan (E-FP) via FOREFLIGHT (80 FTW assigned aircrews only).

6.1.2. Original flight plans will not be accepted via radio. Locally filed flight plans can be amended via any means provided an original flight plan is on file at the departure AMOPS, Flight Service Station, or respective duty desk in accordance with the AF Records Disposition Schedule (RDS).

6.1.3. A transient aircraft commander on a stopover flight plan or diverting due to weather or maintenance may re-file or amend the flight plan with AMOPS via any means (radio, telephone, etc.).

6.2. Flight Plan Filing Procedures.

6.2.1. All base-assigned aircrews may fax flight plans to AMOPS at 940-676-3365, submit via e-mail at **80oss.osa.baseoperations@us.af.mil**, or via FOREFLIGHT.

6.2.1.1. Pilot/duty desk must contact AMOPS NLT 60 minutes prior to proposed departure time to ensure receipt and correctness. Flight plans received within 60 minutes of proposed departure time can expect delays. Flight plans not verified with AMOPS will not be filed.

6.2.1.2. All Flying Training Squadrons (FTS) will maintain the original flight plan on file in accordance with AF RDS, Table 13-07, Rule 3.00.

6.2.2. All base – assigned aircrews may file canned stereo flight plans. Training Integration Management System (TIMS) will be utilized by AMOPS to send flight plans.

6.2.2.1. Duty desk will notify AMOPS when TIMS has been updated each morning and throughout each duty day.

6.2.2.2. AMOPS personnel will regularly check TIMS for scheduled departures and send applicable flight plans NLT 30 minutes prior.

6.2.2.3. AMOPS will maintain a Stereo traffic log.

6.2.3. All base – assigned aircraft may utilize FOREFLIGHT to file an electronic flight plan (E-FP) from an official government e-mail address.

6.2.3.1. Pilot must send DD Form 1801 to **80oss.osa.baseoperations@us.af.mil** as a receiver of the flight plan and must contact AMOPS via telephone NLT 60 minutes prior to proposed departure time to ensure receipt. Failure to confirm AMOPS has received the E-FP will result in a delay in taxi authorization.

6.2.3.2. Squadrons will maintain the original flight plan on file IAW AF RDS, Table 13-07, Rule 3.00.

6.2.3.3. AMOPS will verify receipt of flight plan, update air traffic log, and notify ATC of flight plan. Flight plans will be deleted each day at the conclusion of wing flying. Flight plans for aircraft involved in an incident/accident will be maintained IAW AF RDS Table 13-07, R 04.00.

6.2.3.4. E-FP sent to AMOPS must contain: type aircraft, call sign, tail number, proposed departure date/z-time, valid route of flight and any delay's/MOA's, estimated time enroute, aircrew names, alternate airfield and estimated time enroute if required, any requested services at the destination and NOTAM/ Weather briefs IAW General Planning.

6.2.4. If ATC has not received notification from AMOPS of an E-FP, AMOPS will be queried to validate authorization for aircraft movement. ATC will not authorize aircraft movement until the status of the E-FP is determined.

6.2.5. If AMOPS fax machine is inoperable, AMOPS will notify all duty desks. Pilots will be required to file in person at AMOPS or via FOREFLIGHT.

6.2.6. Transient aircrews will file original flight plans in person at AMOPS or via FOREFLIGHT.

6.3. Visual Flight Rules Military Training Route Scheduling.

6.3.1. The T-38 Operations Desk will advise AMOPS of Victor Route (VR) reservations.

6.3.2. The T-38 Operations Desk will ensure that changes within 2 hours of the scheduled departure are held to a minimum.

6.3.3. AMOPS will transmit all VFR Military Training Route information daily via the Aeronautical Information Replacement System (AISR) to the NOTAM office.

6.4. Prior Permission Required/Official Business Only (OBO) Procedures.

6.4.1. PPR must be submitted at least 24 hours prior to arrival.

6.4.2. All transient aircraft must be chocked 30 minutes prior to TA closing. PPRs expire 30 minutes prior to airfield closing.

6.4.3. Transient aircraft are limited to one approach to a full stop landing during wing flying.

6.4.4. Transient aircraft may park at the regional airport outside of SAFB's published hours (through coordination with Wichita Falls Airport Manager). However, no ground support will be provided by SAFB (e.g. TA, fuel, security, transportation, etc.).

6.4.5. AMOPS will advise any pilot who insists on receiving a PPR or ground support outside of published hours to contact the AOF/CC.

Chapter 7

MISCELLANEOUS PROCEDURES

7.1. Airfield Operations Board (AOB).

7.1.1. The Airfield Operations Board (AOB) is chaired by the 80 FTW Vice Commander (80 FTW/CV). The 80 OSS Airfield Operations Flight (80 OSS/OSA) is responsible for organizing the agenda and recording/distributing board minutes. Members are outlined in **Table 7.1** and annual review items are outlined in **Table 7.2** by organization. If a required member is unable to attend, they must send a representative in their place. The representative must annotate on the sign-in sheet which member they are representing.

7.1.2. The AOB chairperson has delegated to the OG/CC signatory authority for AOB minutes.

7.1.3. The AOB chairperson has appointed the following AOB members outlined in **Table 7.1**.

Table 7.1. AOB Member Composition.

Required Attendees		
80 OG/CC	80 OSS/CC	80 OSS/OSOA
82 MSG/CC	90 FTS/CC	82 SFS/CC
82 TRW/CP	97 FTS/CC	82 SFS/S5
82 TRW/PA	459 FTS/CC	82 CONS/PKBA
80 FTW/SE	469 FTS/CC	82 CES/CC
80 OG/OGV	80 OSS/OSA Staff	82 CES/SP
88 FTS/CC	80 OSS/OSW	82 CES/CEN
89 FTS/CC	80 OSS/OSM	82 CS/SCX
80 FTW Mission Sustainment Cell		
Requested Attendees		
Wichita Falls/Kickapoo Airport Manager		Fort Sill Air Traffic Manager
Frederick Airport Manager		80 FTW/MAQ
AFREP		82 TRW/PA and/or 80 FTW/PA

7.1.4. Agenda item updates and additions will be sent to 80 OSS/OSA at least 2 weeks in advance of the scheduled board.

Table 7.2. Annual Review Items.

Item	OPR
Aircraft Parking Plan	80 OSS/OSAA
Letters of Procedure (LOP) **Note:** *Due to the amount of LOPs on file, LOPs are assigned a quarter in which review will be completed.*	80 OSS/OSA
Annual Airfield Certification/Safety Inspection	80 OSS/OSAA
Special Interest Items	80 OSS/OSAG
Airfield Waiver Program	82 CES/CENB

7.1.5. Airfield Project Priorities. Pertinent airfield projects will be discussed and prioritized prior to the end of each quarter for inclusion in the AOB. The 80 FTW/CV will determine the acceptability of the priorities and submission to the base Facilities Utilization Board (FUB) for funding.

7.2. Notice to Airmen Procedures.

7.2.1. NOTAM submission will be coordinated through the AOF/CC or designated representative on any NOTAM that will affect approach minimums, impose new restrictions, or degrade ATC services. RAPCON is designated as the primary NOTAM monitoring facility.

7.2.2. When there is an interruption to ATC facilities or equipment outages, the Tower/RAPCON will notify each other, and the originator will report it to AMOPS with an estimated operational time (if available). AMOPS personnel will determine what NOTAM action will be taken.

7.3. Flight Information Publication Accounts and Procedures for Requesting Changes.

7.3.1. FLIP account information and orders are handled by the 80 FTW Bookstore with the exception of AMOPS who maintains a separate account in accordance with AFMAN 13-204 v2 and contract requirements.

7.3.2. Submit requested procedural changes and updates of FLIP information to Terminal Instrument Procedures (TERPS) at 940-676-5619 and non-procedural changes and updates to AMOPS at 940-676-7119.

7.4. Air Evacuation Notification and Response Procedures.

7.4.1. AMOPS is designated as the agency responsible for coordinating support for medical emergency flights. AMOPS will utilize the SCN to disseminate arriving Air Evacuation Aircraft information after notification is received from the Tower or off-base agency coordinating on the emergency.

7.4.2. During Tower/AMOPS closure, 82 TRW/CP shall notify the AFM when notified of a medical emergency flight. 82 TRW/CP will notify the fire protection communications center as soon as in-bound medical emergency flight notification information is received and perform key personnel notification.

7.5. Unscheduled/Unauthorized Aircraft Arrivals. Any aircraft arriving without prior notification will be requested by ATC to contact Pilot to Dispatch. AMOPS and ATC will follow checklists derived from SAFBI 31-101 response procedures.

7.5.1. Civilian aircraft landing at SAFB are required to park at the Wichita Falls Regional Airport. If the aircraft attempts to gain access to the military side of the airfield, the aircraft will be treated as an unauthorized landing (reference DAFMAN 13-204v2).

7.6. Distinguished Visitor Notification Procedures.

7.6.1. The 82 TRW/CCP and 80 FTW Protocol (80 FTW/CCP) will advise AMOPS of all pending Distinguished Visitor (DV)s arrivals/departures via Military Air as soon as possible. Should AMOPS receive a PPR for a DV without prior knowledge from Protocol, AMOPS will forward the request to both 82 TRW/CCP and 80 FTW/CCP for situational awareness.

7.6.2. Workload permitting, the RAPCON WS (Tower WS when RAPCON is closed) will ensure AMOPS is notified when the DV aircraft is 40 miles from the airfield.

7.6.3. AMOPS will accomplish the DV notification per local checklists.

7.7. Dangerous/Hazardous Cargo.

7.7.1. Hazardous cargo and munitions loaded (training and live) aircraft are not normally permitted to land at or originate from SAFB; however, under extenuating circumstances, hazardous cargo may be permitted if coordinated with the AFM in advance. Additionally, munitions loaded aircraft experiencing an In-Flight Emergency (IFE) may be allowed to land if necessary. Coordination with AMOPS is mandatory as qualified weapons/munitions personnel may not be available to safe aircraft. AMOPS will inform 82 TRW/SEW (Weapons Safety Manager, 940-676-7304) who will evaluate and determine if further actions are required. AMOPS will submit all NOTAMs closing/restricting areas as needed.

7.8. Night Vision Device Operations. Not authorized at Sheppard AFB.

7.9. Local Aircraft Priorities. As much as feasible with wing flying, controllers should attempt to afford priority based on the following.

7.9.1. Arrivals.

7.9.2. Departures.

7.9.3. Practice Approaches.

7.9.4. Opposite Direction Operations.

7.10. Lost Communication Instructions. In the event of lost communication, ATC will follow guidance in accordance with FAAO JO 7110.65. 80 FTW aircraft will follow procedures in accordance with the In-Flight Guides and supplements.

7.11. Opposite Direction Takeoffs and Landings. All coordination shall be on a recorded line. Initial coordination must include “ACID, (type aircraft), Opposite Direction Departure/Arrival, Runway (number).” All coordination thereafter shall include the phrase, “Opposite Direction Departure/Arrival, Runway (number).”

7.11.1. Opposite direction operations on parallel runways 15/33 are prohibited when 80 FTW operations are in progress, except for emergencies, MEDEVAC, and flight check.

7.11.2. Opposite direction (for both IFR and VFR aircraft) may be conducted to Runway 18/36 during 80 FTW operations, provided the following conditions are met:

7.11.2.1. Pilot requests due to tailwind components for active runway.

7.11.2.2. Request must be approved by both the Tower WS and RAPCON WS.

7.11.2.3. The RSU will be advised of the opposite direction operation, and all potential conflicts with RSU traffic will be resolved.

7.11.2.4. Tinder instructs aircraft under its control to delay crosswind turn until reaching 2,800' MSL. This applies when either Runway 18 or 36 is in use.

7.11.2.5. Opposite direction cutoff points (7.11.3.) are complied with.

7.11.3. Opposite direction cutoff points.

7.11.3.1. Departure vs. Arrival. Opposite direction departures are not authorized when either aircraft is a Category III, and the arrival is within 15 flying miles of the airport; or both aircraft involved are a Category I or Category II and the arrival is within 10 flying miles of the airport.

7.11.3.2. Arrival vs. Departure. Opposite direction arrivals shall not be permitted within 15 flying miles of the airport when either aircraft is a Category III until the departure aircraft is established on a course diverging by at least 45 degrees from the reciprocal of the final approach course. This divergence will be accomplished via flight plan routing and/or departure vectors. Opposite direction arrivals shall not be permitted within 10 flying miles of the airport when both aircraft are Category I or Category II until the departure aircraft is established on a course diverging by at least 45 degrees from the reciprocal of the final approach course. This divergence will be accomplished via flight plan routing and/or departure vectors.

7.11.3.3. Arrival vs. Arrival. Opposite direction arrivals shall not be permitted within 15 flying miles of the airport when either aircraft is a Category III until the preceding arriving aircraft has landed. Opposite direction arrivals shall not be permitted within 10 flying miles of the airport when both aircraft are Category I or Category II until the preceding arriving aircraft has landed. **Note:** Runways 15/33C and 15R/33L must be considered the same/reciprocal runway for opposite direction operations due the distance between centerlines (Reference: FAAO JO 7110.65 Table **3-8-2**.).

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

7.12.1. Breakout Procedures.

7.12.1.1. If Tower cannot accept an inbound, RAPCON will initiate a breakout prior to 10 flying miles.

7.12.1.2. If an aircraft is inside 10 flying miles, Tower will provide specific control instructions and traffic information. If under RAPCON control, Tower and RAPCON will coordinate IAW the Tower-RAPCON Operations Letter.

7.12.2. Go Around Procedures. Unless otherwise directed by Tower, RAPCON will issue go-around instructions for all aircraft inbound to runway 15/33 as follows: "FLY RUNWAY HEADING, MAINTAIN 2500".

7.12.3. Missed-Approach Procedures. Missed approaches will be conducted in accordance with FLIPs or as directed by ATC.

7.13. Civilian Aircraft Operations and Civil Use of Military ATCALS.

7.13.1. During 80 FTW flying, civilian VFR aircraft will depart Runway 18/36 to the maximum extent possible.

7.13.2. During 80 FTW flying, small civilian (non-commercial) IFR aircraft can conduct visual approaches to Runway 18/36. Aircraft landing Runway 18/36 will enter Class D over the Wichita Falls VORTAC at 2,300' and depart heading 085 for Runway 18 or depart heading 115 for Runway 36.

7.13. 3 Upon calling the airport/runway in sight, RAPCON will issue Visual Approach clearance with the crossing restriction over Wichita Falls VORTAC Phraseology used: "(A/C call sign), CROSS THE WICHITA FALLS VORTAC AT TWO THOUSAND THREE HUNDRED, CLEARED VISUAL APPROACH RUNWAY XX."

7.13.4. As a joint-use airfield, commercial and civil aircraft routinely use military ATCALS.

7.14. Aero Club Operations. Not applicable to Sheppard AFB.

7.15. Weather Dissemination and Coordination Procedures.

7.15.1. Hazardous/Severe Weather Notification Procedures. See SAFBI 15-101, *Weather Operations*.

7.15.2. Lightning Response.

7.15.2.1. Lightning Watch. In effect 30 minutes prior to lightning forecasted to be within a 5 NM radius of SAFB.

7.15.2.2. Lightning Warning. In effect whenever lightning occurs within a 5 NM radius of the airfield. Tower directs aircraft to taxi to a SOF-directed holding area until the warning is terminated.

7.15.2.3. Individuals operating on the airfield when a lightning warning is issued will exit the airfield and seek shelter immediately.

7.16. Airfield Snow Removal Operations. Snow Removal Operations are outlined in SAFBI 32-1001.

7.16.1. In accordance with DAFMAN 13-204v2, snow accumulation must be removed from specific areas around the glide slope before causing the glide angle to go out of tolerance.

7.16.2. AMOPS will coordinate with 82 CES/SP and RAWS when snow removal operations are conducted around the ILS or glide slope critical areas.

7.17. Bird/Wildlife Control. Local Bird/Wildlife Aircraft Strike Hazard (BASH) program guidelines will be adhered to as outlined in the SAFB BASH Plan.

7.18. Bird-Watch Condition. In accordance with SAFB BASH Plan, the SOF determines the Bird-Watch Condition (BWC) during wing flying. During all other times, AMOPS will determine the BWC. BWCs are categorized as Low, Moderate, or Severe and are defined in the SAFB BASH plan and AP1: Area Planning, North and South America.

7.18.1. The Tower, RAPCON and RSUs will pass advisories on bird hazards to all aircraft when appropriate and include the information on the ATIS as necessary.

7.18.2. ATC will inform the SOF and AMOPS about bird activity reported to them.

7.18.3. During BWC Moderate or Severe, AMOPS will receive priority access to the runways.

7.19. SOF Operating in the Tower.

7.19.1. The SOF is responsible to the 80 OG/CC for the safe conduct of 80 FTW flying operations at SAFB. When required, the SOF will seek guidance from the 80 OG/CC, 80 OG Deputy Commander (80 OG/CD), or acting 80 OG/CC. In time critical instances when such consultation is not feasible, the SOF will make required decisions with the authority of the 80 OG/CC.

7.19.2. The SOF will receive a pre-shift weather briefing at the 80 OSS Weather (80 OSS/OSW) desk and airfield briefing at AMOPS desk.

7.19.3. SOF and WS will maintain a close working relationship based on mutual trust and respect.

7.19.4. To promote effective and efficient flight operations the SOF may suggest, based on knowledge of the flying schedule and unique circumstances of individual missions, actions that affect ATC operations.

7.19.5. The separation and sequencing of traffic are the responsibilities of the WS and controllers. Except in an emergency, the SOF will not transmit over ATC frequencies without prior coordination with ATC WS (this does not apply to dedicated SOF frequencies). All radio transmissions to a distressed aircrew, from other than the SOF or ATC, will be coordinated through the SOF. The SOF may transmit “SUPERVISOR OF FLYING’S UP” without coordinating with the WS to let the aircraft know the SOF copies all of the transmissions.

7.19.6. During an emergency, the SOF may be required to communicate critical information to a distressed aircrew recovering on the Single Frequency Approach (SFA). If this information cannot be relayed by ATC, the SOF will obtain ATC WS approval prior to transmitting information to any aircraft on an ATC frequency.

7.19.7. At no time shall the SOF perform ATC functions or transmit ATC instructions or clearances to any aircraft or direct the actions of any air traffic controller.

7.19.8. Ensure the SOF work area is neat, and all publications are current and properly stored.

7.19.9. Coordinate all SOF visitors with the Tower WS.

7.19.10. Relay all weather Pilot Report (PIREP) and pertinent weather information to the Tower WS. Relay information regarding an emergency aircraft to the Tower WS in a timely manner. Coordinate a pending runway change with the Tower WS, who will coordinate with the RAPCON WS to determine based upon existing traffic, the most efficient and feasible time for change performance.

7.20. Airfield Photography. Photography and video are not authorized on the airfield without permission from 82 TRW/PA or 80 FTW/PA Office and coordinated through the AOF/CC.

7.21. Tactical Arrival/Departure Procedures. Tactical arrival procedures are outlined in **para 3.4**. Tactical departure procedures are not authorized at SAFB.

7.22. No-Hat Area. The airfield is designated a no-hat area in accordance with AFI 36-2903, AETCSUP, SAFBSUP, *Dress and Personal Appearance of Air Force Personnel*.

7.23. Smoking. Not Authorized anywhere on the airfield.

7.24. Unmanned Aircraft Systems.

7.24.1. Authorized Unmanned Aircraft Systems (UAS) Operations. Authorized UAS operations are defined as operations with an FAA approved certificate of authorization (COA), Installation Commander approval as applicable, and two-way communication with ATC. Generally, the base UAS manager is the AOF/CC who is responsible for ensuring operations adhere to installation guidance in this AFI and the installation defense plan, HQ AETC guidance, and AFMAN 11-502, *Small Unmanned Aircraft Systems*.

7.24.1.1. Operations on Sheppard AFB. The 82 TRW/CC is the approval authority for UAS operations overflying the confines of Sheppard AFB. Generally, the 82 TRW/CC prohibits UAS operations on the installation. However, operators may make requests for UASs overflying Sheppard AFB by coordinating with the AOF/CC. If approved, operators must request a COA via the FAA.

7.24.1.1.1. Local law enforcement requests to operate UASs in support of immediate needs should make requests directly to SFS/CC to facilitate an expeditious 82 TRW/CC approval. In these cases, SFS/CC will notify the OSS/CC.

7.24.1.2. Operations within Sheppard Airspace. In concert with the FAA Air Force Representative, HQ AETC Airfield Operations has approved maximum operating altitudes for UASs, which can be found at **https://faa.maps.arcgis.com/apps/webappviewer/index.html?id=9c2e4406710048e19806ebf6a06754ad**. The AOF/CC is the approval authority for UAS operations within Sheppard's airspace except airspace above the confines of Sheppard AFB.

7.24.1.3. FAA Guidelines. Reference: **www.faa.gov/uas/getting_started**.

7.24.1.4. Operators must contact Sheppard Tower at 940-676-3824 prior to flying a UAS within 5 NM of the airfield.

7.24.1.5. The Tower WS will maintain approved COAs on the AFAS to ensure operators have proper approval and certifications to fly UASs within Sheppard's airspace.

7.24.2. Unauthorized UAS Operations. Unauthorized UAS operations are defined as operations without an approved COA, Installation Commander approval as applicable, and/or operations without two-way communication with Sheppard ATC.

7.24.2.1. All pilots should remain vigilant for unauthorized UAS. If pilots encounter a UAS while flying and time permitting relay the following info to ATC: Location in LAT/LONG, approximate size, color, shape, and any other distinctive features.

7.24.2.2. Tower will activate the PCAS and, in turn, AMOPS will active the SCN to relay the incident to SFS and CP for appropriate action.

7.25. 80 FTW Contingency Student Flying Training Periods.

7.25.1. Contingency student flying periods on Saturdays, Sundays or holidays are conducted only when it is essential to the accomplishment of the 80 FTW mission.

7.25.2. AOF/CC will coordinate airfield operations facilities support.

7.25.3. The 80 FTW/CC will:

7.25.3.1. Notify 82 TRW/CP and other affected organizations (Aircraft Maintenance Contract Manager, 82 MSG, 82d Medical Group (82 MDG), ZFW, and Army Air Force Exchange Service [Speed brake] manager) of scheduled contingency student flying periods.

7.25.3.2. Notify affected organizations if scheduled contingency flying periods are canceled.

7.25.4. The 82 MSG/CC will ensure the 82 CES Base Civil Engineer (82 CES/CC) provides firefighting services at SAFB and the affected auxiliary field during contingency flying periods.

7.25.5. The 82 MDG/CC will provide ambulance and flight surgeon services during contingency student flying periods.

PAUL G. FILCEK
Brigadier General, USAF
Commander, 82d Training Wing

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFI 11-202v3, AETCSUP, *General Flight Rules*, 10 January 2022

DAFI 13-213, *Airfield Driving*, 3 February 2020

SAFBI 13-213, *Airfield Driving*, 12 May 2021

AFI 36-2903, AETCSUP, SAFBSUP, *Dress and Personal Appearance of Air Force Personnel*, 7 February 2017

AFI 11-2T-6v3, 80 OG SUP, *T-6 Operations Procedures*, 11 June 2021

AFI 11-2T-38v3, 80 OG SUP, *T-38 Operations Procedures*, 14 May 2020

AFMAN 11-502, *Small Unmanned Aircraft Systems*, 28 July 2019

AFMAN 13-204v1, *Management of Airfield Operations*, 22 July 2020

DAFMAN 13-204v2, *Airfield Management*, 23 October 2024

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DAFMAN 13-204v4, *Radar, Airfield, and Weather Systems*, 13 May 2024

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

AFPD 13-2, *Air Traffic, Airspace, Airfield and Range Management*, 3 January 2019

Area Planning AP/1A, *Special Use Airspace North and South America*, Published every 8 weeks

Area Planning AP/1B, *Military Training Routes North and South America*, Published every 8 weeks

DAFMAN 90-161, *Publishing Processes and Procedures*, 14 April 2022

DoD Flight Information Publication, *Enroute Instrument Flight Rules Supplement*, Published every 8 weeks

DoD Flight Information Publication, *Instrument Flight Rules Supplement United States*, Published every 8 weeks

FAAO JO 6750.16, *Siting Criteria for Instrument Landing Systems*, Published quarterly

FAAO JO 7110.65, *Air Traffic Control*, Published quarterly

FAAO JO 7210.3, *Facility Operation and Administration*, Published quarterly

RSU-Tower-RAPCON Operations Letter, 15 September 2020

SAFBI 15-101, *Weather Support*, 05 Oct 2022

SAFB 31-101, *Integrated Defense (ID) Plan*, 26 April 2012

SAFBI Snow and Ice Control Plan, 4 April 2016

T.O. 33-1-23, *Equipment and Procedures for Obtaining Runway Condition Readings*, 30

November 2006

Adopted Forms

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

AF Form 847, *Recommendation for Change of Publication*

AF Form 3616, *Daily Record of Facility Operations*

AFTO Form 277, *Results of Runway Braking Tests*

Abbreviations and Acronyms

80 FTW—80th Flying Training Wing

80 FTW/CC—80th Flying Training Wing Commander

80 FTW/CCP—80th Flying Training Wing Protocol

80 FTW/CD—80th Flying Training Wing Deputy Commander

80 FTW/EP—80th Flying Training Wing Environmental Planning

80 FTW MAQ—80th Flying Training Wing Aircraft Maintenance Quality Assurance Evaluations

80 FTW/SE—80th Flying Training Wing Safety Office

80 OG—80th Operations Group

80 OG/CC—80th Operations Group Commander

80 OG/CD—80th Operations Group Deputy Commander

80 OG/OGS—80th Operations Group Scheduling

80 OG/OGV—80th Operations Group Standardization and Evaluation

80 OSS/OSA—80th Operations Support Squadron Airfield Operations

80 OSS/OSAA—80th Operations Support Squadron Airfield Management

80 OSS/OSAG—80th Operations Squadron, Non—Commissioned Officer In-Charge of Training

80 OSS/OSAP—80th Operations Squadron Terminal Instrument Procedures

80 OSS/OSW—80th Operations Squadron Weather

82 AMDS/SGPF—82d Aerospace Medicine Squadron Flight Medicine

82 CES—82d Civil Engineer Squadron

82 CES/CEF—82d Civil Engineer Squadron Fire Department

82 CES/CEQ—82d Civil Engineer Squadron Grounds Contracting Officer Representative

82 CES/CC—82d Civil Engineer Squadron Base Civil Engineer

82 CES/SP—82d Civil Engineer Squadron Service Provider

82 MDG—82d Medical Group

82 MDG/CC—82d Medical Group Commander

82 MSG—82d Mission Support Group

82 SFS—82d Security Forces Squadron

82 TRW—82d Training Wing

82 TRW/CCP—82d Training Wing Protocol

82 TRW/CP—82d Training Wing Command Post

82 TRW/PA—82d Training Wing Public Affairs

82 TRW/SEW—82d Training Wing Weapons Safety

ACID—Aircraft Identification

AETC—Air Education and Training Command

AF—Air Force

AFAS—Airfield Automation System

AFE—Aircrew Flight Equipment

AFI—Air Force Instruction

AAFM—Assistant Airfield Manager

AFM—Airfield Manager

AFMAN—Air Force Manual

AFPD—Air Force Policy Directive

AGL—Above Ground Level

AISR—Aeronautical Information Replacement System

AMOPS—Airfield Management Operations

AO—Airfield Operations

AOB—Airfield Operations Board

AOC—Airfield Operations Center

AOF/CC—Airfield Operations Flight Commander

AP—Area Planning

ARAC—Army Radar Approach Control

ARTCC—Air Route Traffic Control Center

ASOS—Automated Surface Observing System

ATC—Air Traffic Control

ATIS—Automatic Terminal Information Service BASH— Bird/Wildlife Aircraft Strike Hazard

BWC—Bird Watch Condition

CMA—Controlled Movement Area

CTAF—Common Traffic Advisory Frequency

DASR—Digital Airport Surveillance Radar

DME—Distance Measuring Equipment

DoD—Department of Defense

DUC/FSI—Duncan/Ft Sill

DSN—Defense Switched Network

DV—Distinguished Visitor

ELP—Emergency Landing Pattern

E-FP—Electronic Flight Plan

ELT—Emergency Locator Transmitter

ENJJPT—Euro-North Atlantic Treaty Organization Joint Jet Pilot Training Program

EOC—Emergency Operations Center

FAA—Federal Aviation Administration

FAAO—Federal Aviation Administration Order

FD—Flight Data

FL—Flight Level

FLIP—Flight Information Publication

FOD—Foreign Object Damage

FPCON—Force Protection Condition

FSS—Flight Service Station

GC—Ground Control

HAPL—High-Altitude Power Loss

HIRL—High Intensity Runway Lights

IEMP—Installation Emergency Management Plan

IFE—In-Flight Emergency

IFF—Introduction to Fighter Fundamentals

IFR—Instrument Flight Rules

ILS—Instrument Landing System

IMC—Instrument Meteorological Conditions

LAW/FSI—Lawton/Ft Sill

LC—Local Control

MALSR—Medium Approach Light System with Runway Alignment Indicator Lights

MOA—Military Operations Areas

MSL—Mean Sea Level

NAS—National Airspace System

NAVAID—Navigational Aid

NM—Nautical Miles

NOTAM—Notice to Air Mission

OBO—Official Business Only

ODP—Obstacle Departure Procedure

OG/CC—Operations Group Commander

PAPI—Precision Approach Path Indicator

PCAS—Primary Crash Alarm System

PCL—Pilot Controlled Lighting

PL—Protection Level

PMI—Preventive Maintenance and Inspections

POFZ—Precision Obstacle Free Zones

PPR—Prior Permission Required

RAPCON—Radar Approach Control

RAWS—Radar, Airfield and Weather Systems

RCR—Runway Condition Reading

RDS—Records Disposition Schedule

REIL—Runway End Identifier Lights

RIF—Recent Information File

RSC—Runway Surface Condition

RSRS—Reduced Same Runway Separation

RSU—Runway Supervisory Unit

RTB—Return to Base

SAF/CIO—Secretary of the Air Force, Chief Information Officer

SAFB—Sheppard Air Force Base

SAM—Special Air Missions

SAR—Search and Rescue

SCN—Secondary Crash Net

SFA—Single Frequency Approach

SIP—Shelter-in-Place

SM—Statute Mile

SMS—Short Message Service (i.e., Text Message)

SOF—Supervisor of Flying

SPS—Wichita Falls Regional Airport

TA—Transient Alert

TERPS—Terminal Instrument Procedures

TLMR—Telecommunications Land Mobile Radio

UAS—Unmanned Aircraft System

UHF—Ultra-High Frequency

USAF—United States Air Force

VFR—Visual Flight Rules

VHF—Very-High Frequency

VMC—Visual Meteorological Conditions

VOR—Very-High Frequency Omnidirectional Range

VORTAC—Very-High Frequency Omnidirectional Range Tactical Air Navigation

WS—Watch Supervisor

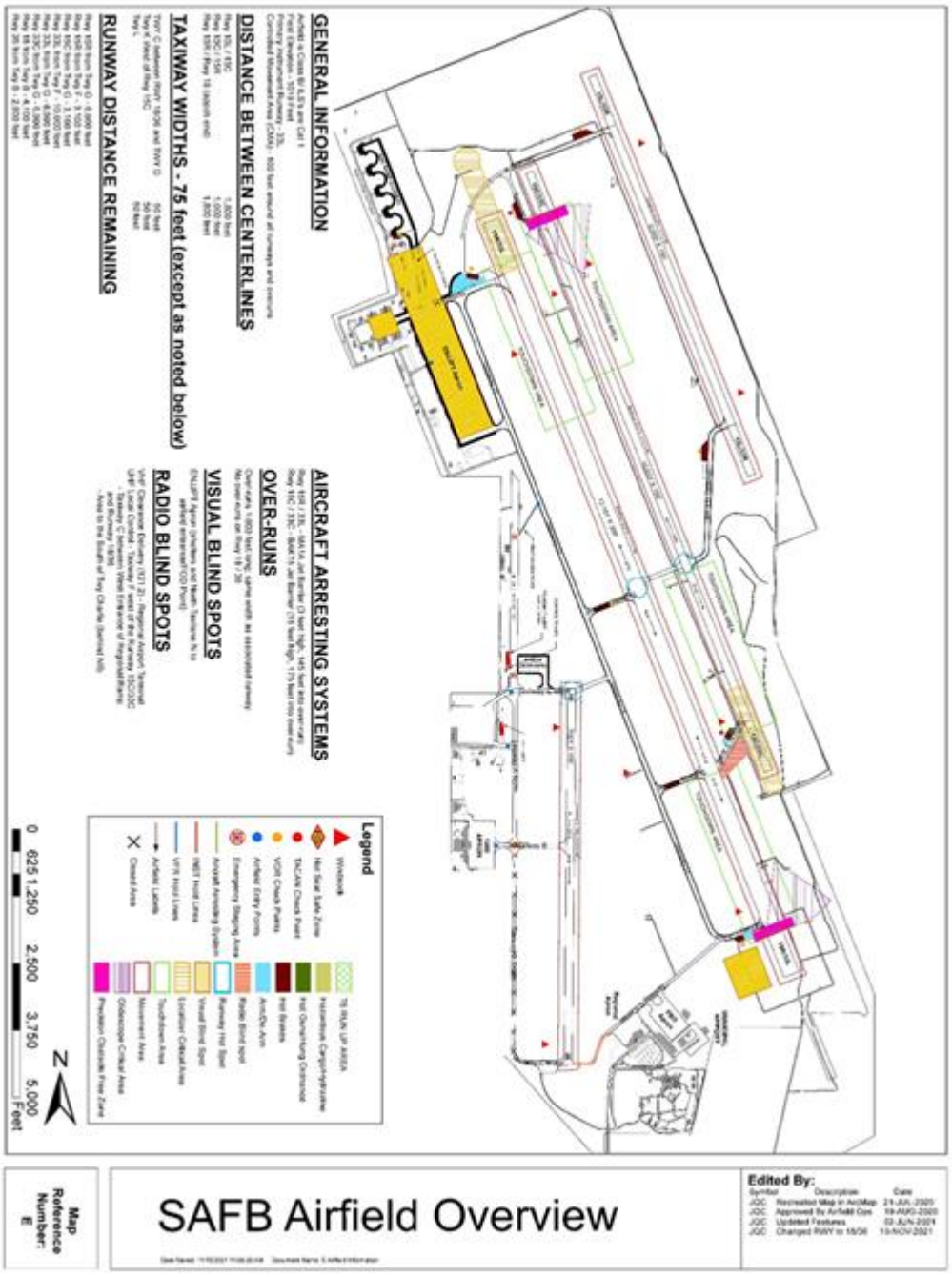
WS/SC—Watch Supervisor/Senior Controller

ZFW—Fort Worth Air Route Traffic Control Center

Attachment 2

SHEPPARD AIRFIELD DIAGRAM

Figure A2.1. SAFB Airfield Diagram.



Attachment 3

SHEPPARD VISUAL FLIGHT RULES TRAFFIC PATTERNS AND VISUAL FLIGHT RULES ENTRY POINTS

Figure A3.1. T-38 Visual Flight Rules Traffic Pattern and visual Flight Rules Entry Points.

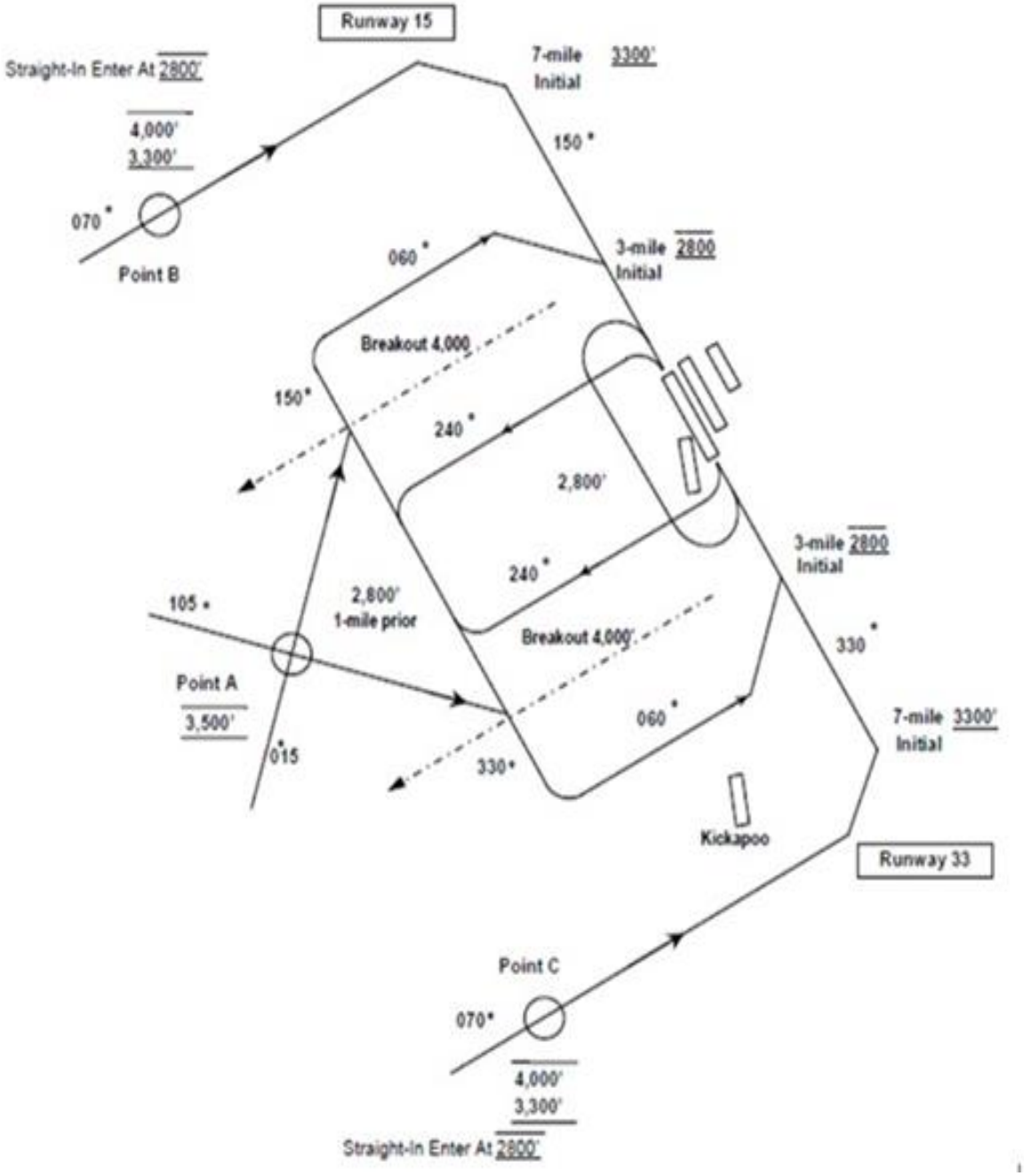


Figure A3.2. T-6 Visual Flight Rules Traffic Pattern and Visual Flight Rules Entry Points Continued.

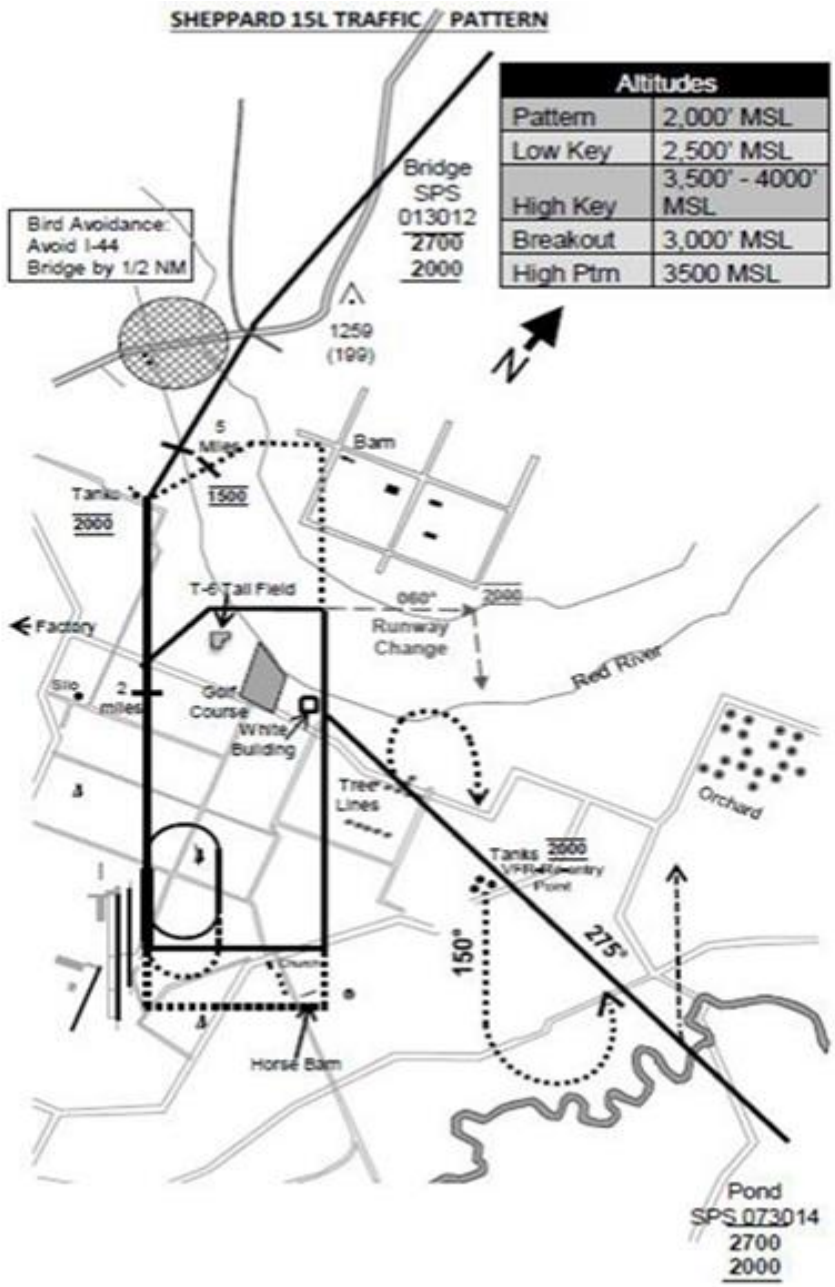


Figure A3.3. T-6 Visual Flight Rules Traffic Pattern and Visual Flight Rules Entry Points Continued.

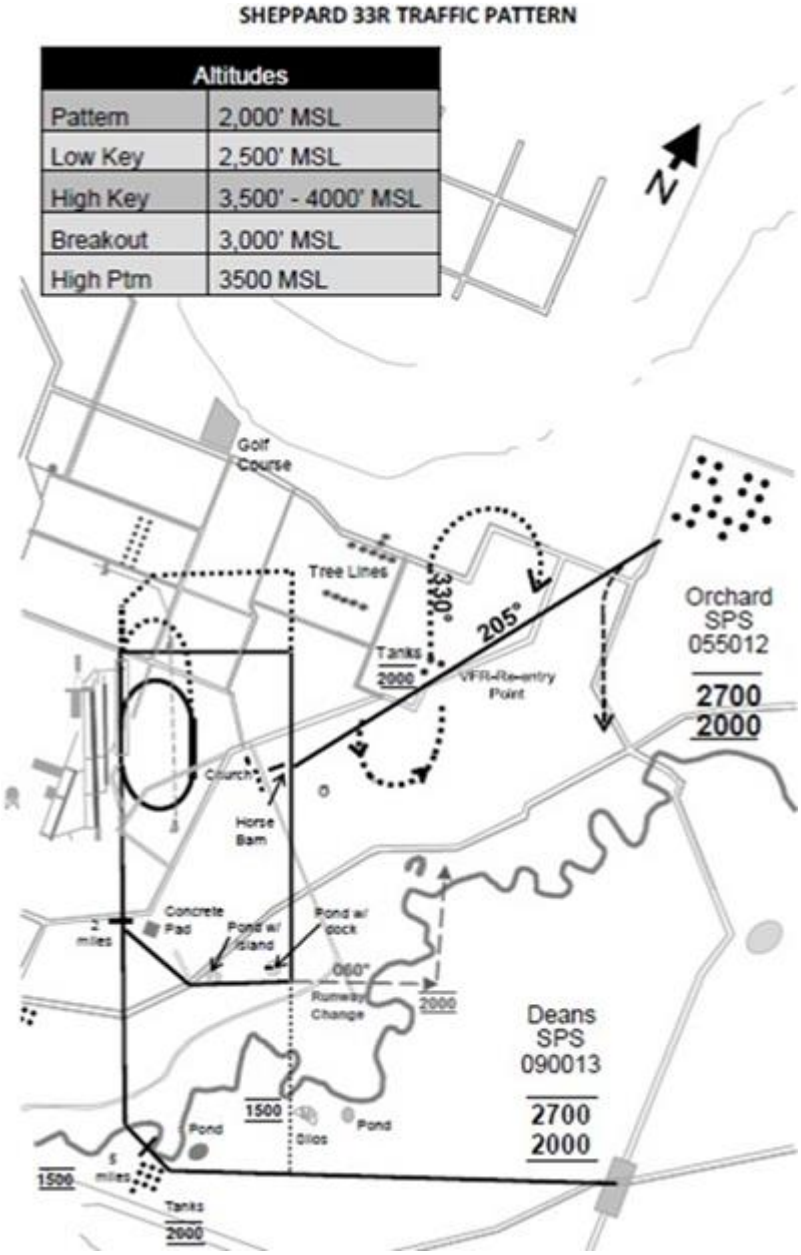
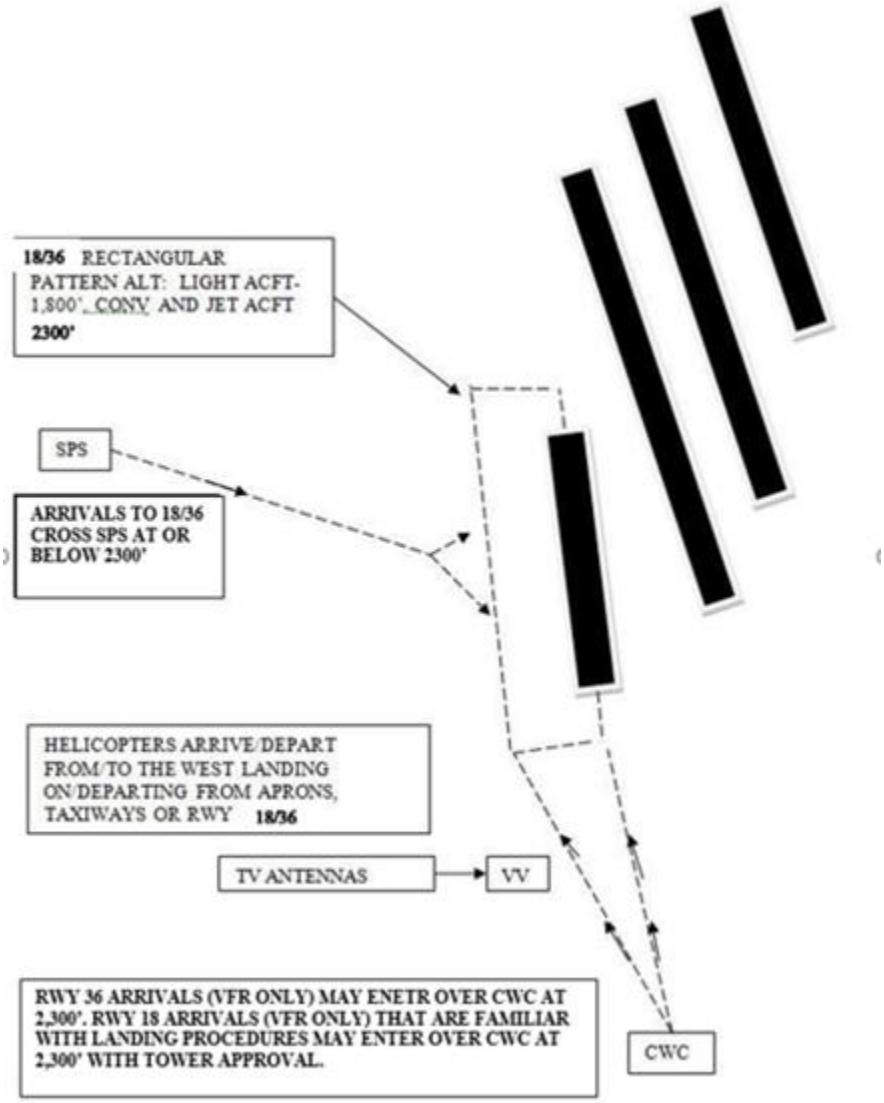


Figure A3.4. T-38 Visual Flight Rules Traffic Pattern and Visual Flight Rules Entry Points Continued.



Attachment 4

EMERGENCY LANDING PATTERN

Figure A4.1. Emergency Landing Pattern

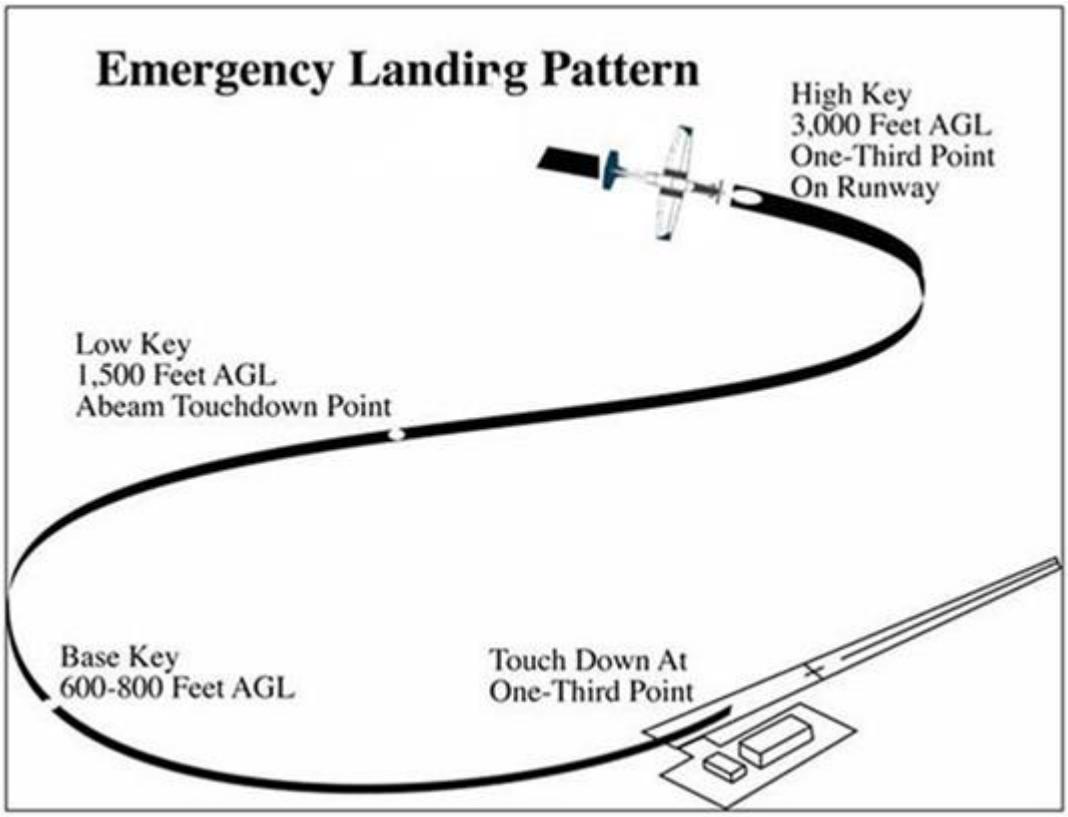
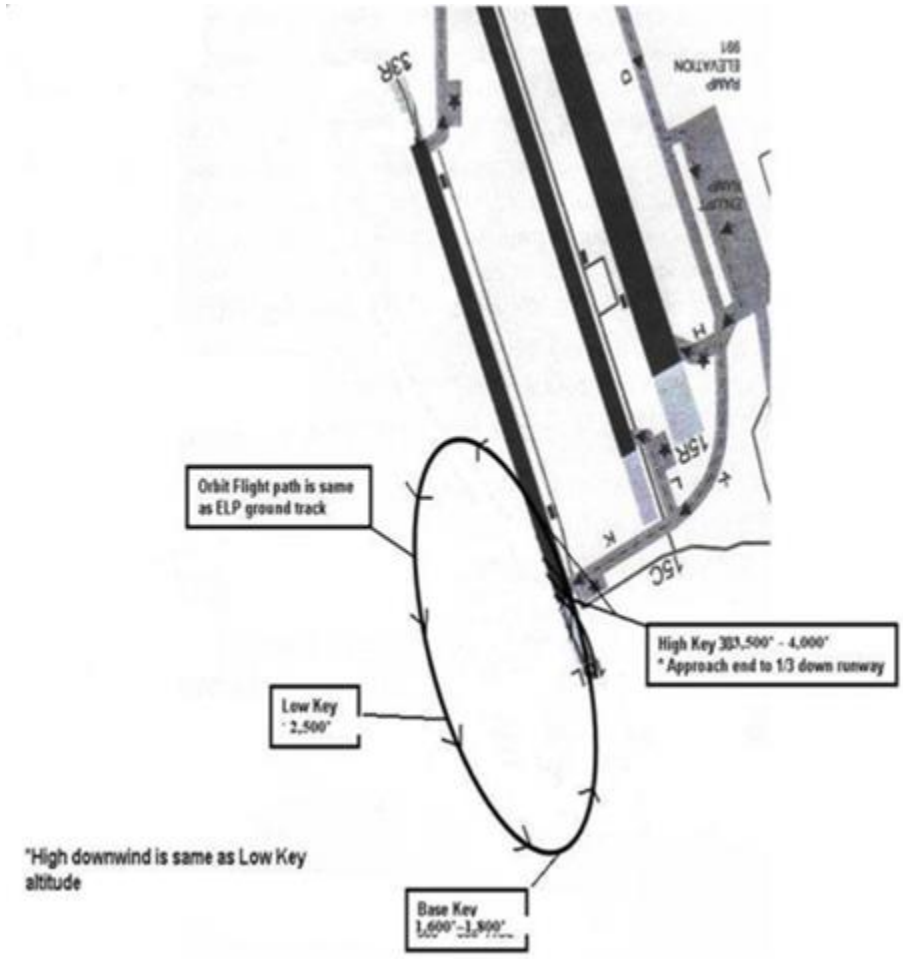


Figure A4.2. T-6 Emergency Landing Pattern Flight Path at SAFB (Runway 15L)

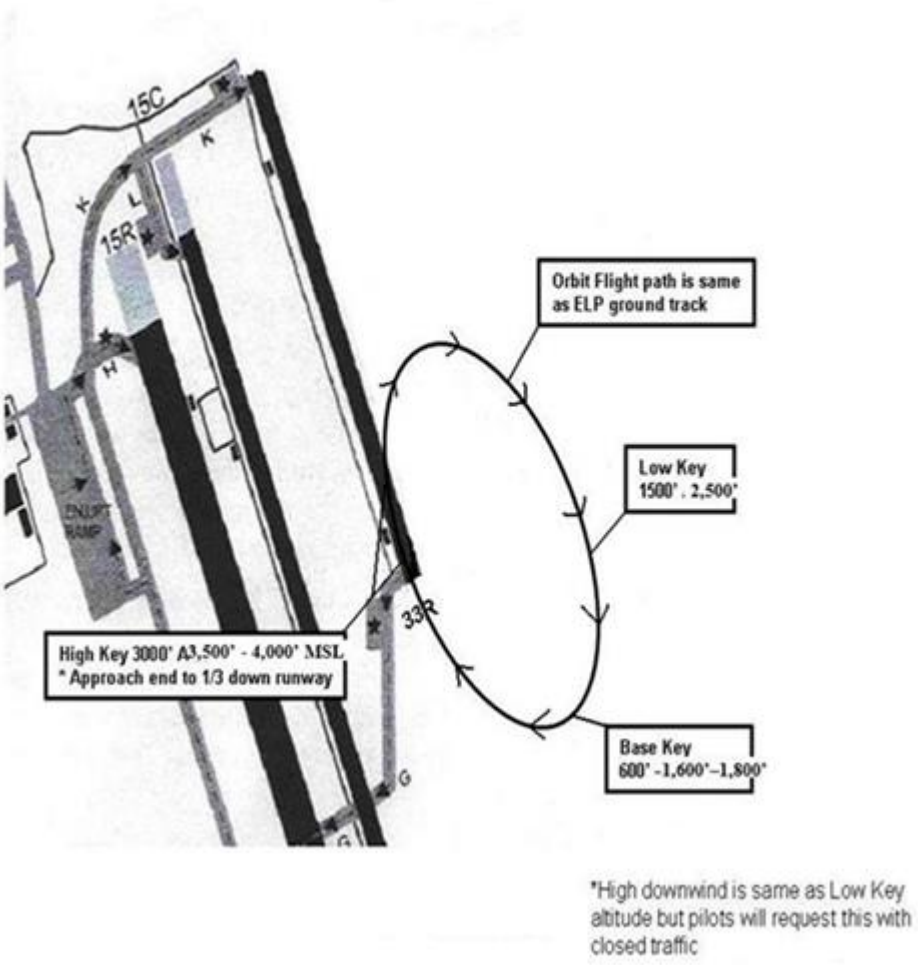


A4.2. 1. Aircraft will maintain 125 knots (minimum) to High key.

A4.2.2. Aircraft will slow to 120 knots from High key to Base key.

A4.2.3. Aircraft will maintain a speed no slower than 110 knots on Emergency Landing Pattern Final.

Figure A4.3. T-6 Emergency Landing Pattern Flight Path at SAFB (Runway 33R)



A4.3.1. Aircraft will maintain 125 knots (minimum) to High key.

A4.3.2. Aircraft will slow to 120 knots from High key to Base key.

A4.3.3. Aircraft will maintain a speed no slower than 110 knots on Emergency Landing Pattern Final.

Attachment 5

SHEPPARD RADAR APPROACH CONTROL SECTORIZATION

Figure A5.1. Sheppard Radar Approach Control Sectorization.

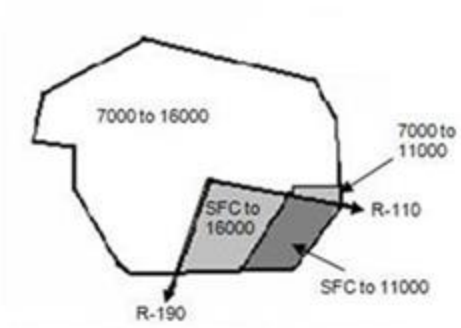


Figure 1. Approach Control 15/18 MOAs Inactive.

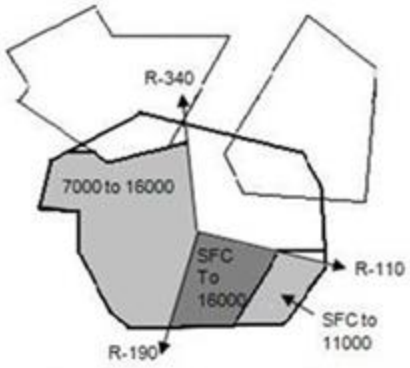


Figure 2. Approach Control 15/18 MOAs Active.

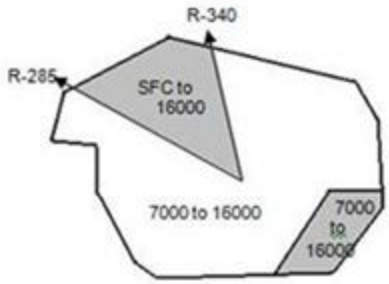


Figure 3. Approach Control 33/35 MOAs Inactive.

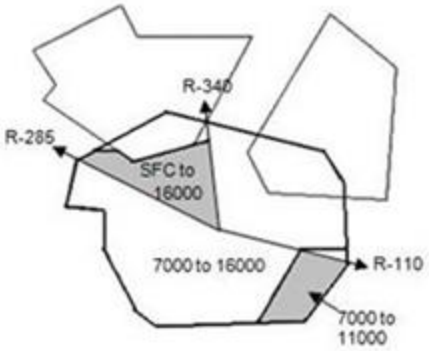


Figure 4. Approach Control 33/35 MOAs Active.

Figure A5.2. Sheppard Radar Approach Control Sectorization Continued.

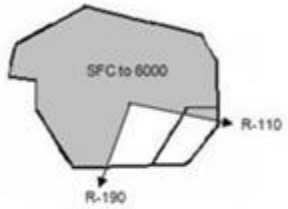


Figure 5. Arrival Control 15/18 MOAs Inactive

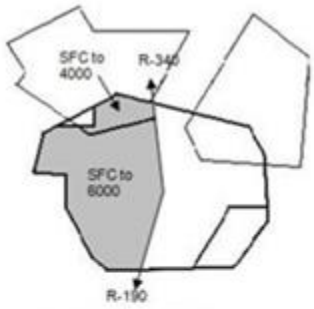


Figure 6. Arrival Control 15/18 MOAs Active

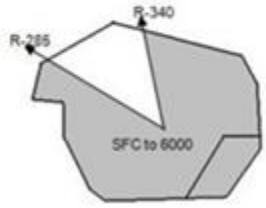


Figure 7. Arrival Control 33/35 MOAs Inactive

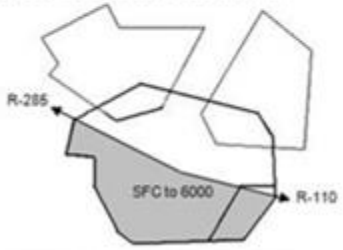


Figure 8. Arrival Control 33/35 MOAs Active

Figure A5.3. Sheppard Radar Approach Control Sectorization Continued.

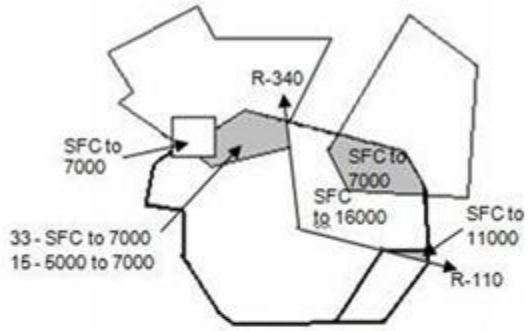


Figure 9. T-6 Arrival Control MOAs Active

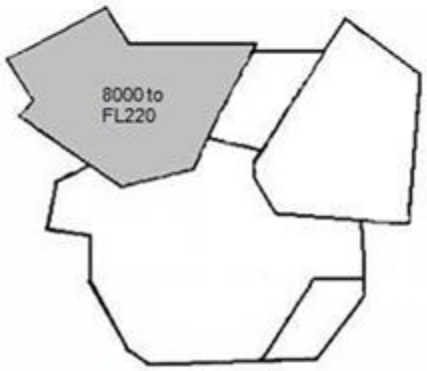


Figure 10. Sheppard 1 Approach Control

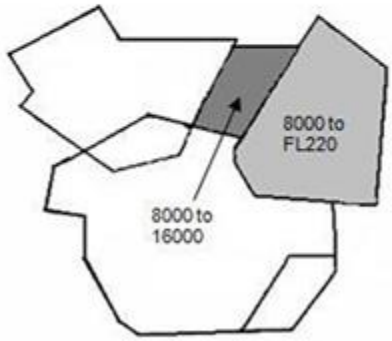


Figure 11. Sheppard 2 Approach Control

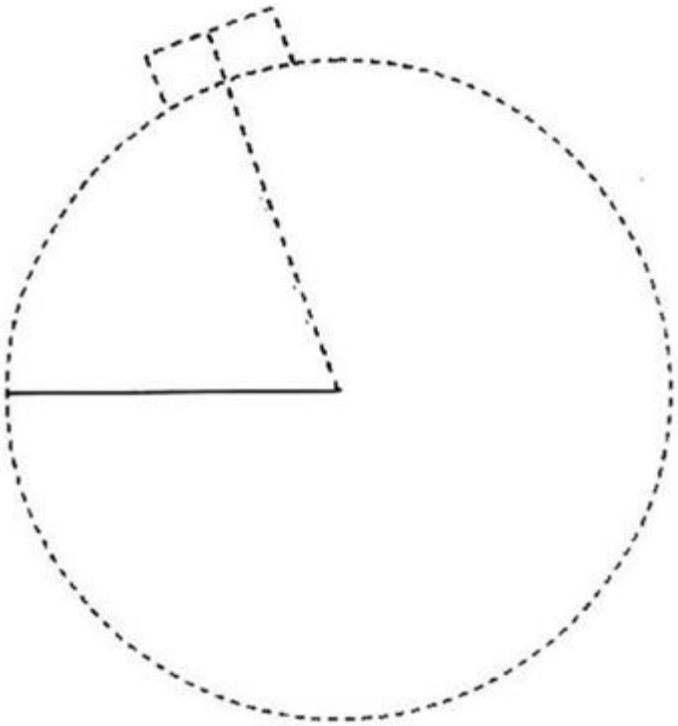
Attachment 6

SAFB/WICHITA FALLS CLASS "DELTA" AIRSPACE

A6.1. "DELTA" Airspace.

A6.1.1. The Airspace within a 4.9 NM radius of the geographical center of SAFB/ Wichita Falls Municipal Airport (SPS), from the surface up to and including 3,500' MSL (2,500' AGL) and within 1 NM each side of the Wichita Falls Localizer Northwest Course, extending from 4.9 NM to 5.7 NM northwest of the airport.

Figure A6.1. SAFB/Wichita Falls Class "Delta" Airspace.



Attachment 7

RUNWAY CHANGE PROCEDURES

A7.1. General. Runway change procedures are event driven and organized around "four main events." The intent is to always have a runway available to land on and to minimize training delays. Before the center runway closes, student solos airborne longer than 20 minutes will recover to applicable pattern (SOF directed). Additionally, the Operations Superintendent will stop stepping pilots approximately 10 minutes prior to the center runway closing. Individual section checklists/procedures will be derived from this section and **Table A7.1**.

A7.2. Center Runway Closed.

A7.2.1. The Tower will make the Guard call, "Sheppard Tower on Guard, Sheppard runway change in progress center runway operations suspended."

A7.2.2. The barrier on the center runway will be re-configured to the new direction.

A7.2.3. Ground will stop taxiing aircraft to the "old" runway; expect a 10-15 minute delay.

A7.2.4. Aircraft will continue to recover via the current radar drop off. Normally, the VFR entry points should not be used during a runway change procedure.

A7.2.5. RSU personnel will inform pilots of imminent RSU closure in approximately 10 minutes.

A7.2.6. RSU Unit personnel will direct student solos to land. T-6 and T-38 with less than 400/1,200 lbs. of fuel respectively will make a full stop.

A7.3. Center Runway Opens.

A7.3.1. Operations Supervisor will start stepping pilots.

A7.3.2. Aircraft will be vectored to the new radar drop-off point. Pilots may expect to hold for a minimum amount of time while the RSU pattern direction is being changed.

A7.3.3. RSU personnel will direct aircraft in the pattern to perform the runway change break-out procedure.

A7.3.4. After RSU Unit personnel initiate the runway change break-out procedure, the Tower will take control of the pattern/runway. The RSU will direct all aircraft to switch to Tower frequency.

A7.4. Runway Supervisory Unit Closed/ Air Traffic Control Tower Controls Visual Flight Rules Pattern in New Direction.

A7.4.1. The Tower will make the Guard call, "Sheppard Tower on Guard, runway ## in use, limited operations."

A7.4.2. Ground will start taxiing aircraft to new runway.

A7.4.3. Pilots should only make a radio call when passing initial. Minimize radio transmissions to prevent radio congestion. Use standard phraseology (not RSU standard).

A7.4.4. While under Tower control, carry straight-through initial and fly around the outside pattern. When a full stop is required, add "Full Stop" to your initial call, make the "in-the-

break call" and "gear-down call" on left/right base. Make sure the Tower clears you to land before touching down.

A7.5. Runway Supervisory Unit Open in New Direction.

A7.5.1. RSU personnel will take control of the pattern/runway.

A7.5.2. Tower will direct aircraft to switch to Tinder/Cooter frequency.

A7.5.3. Tower will make the Guard call: "Sheppard Tower on Guard, runway change completed."

A7.5.4. Normal operations resume.

A7.6. Restricted Pattern Runway Change.

A7.6.1. RSU will direct all aircraft in the pattern to full stop or depart.

A7.6.2. When pattern is empty, RSU will give control of the pattern/runway to the Tower.

A7.6.3. Recovering aircraft will be vectored to the new radar drop-off point. Pilots may expect to hold for a minimum amount of time. In case of emergency/min fuel, coordinate with the Tower / RAPCON to land or divert if needed.

A7.6.4. After the runway change (right after the moment the center runway opens in the new direction), aircraft will enter the VFR pattern from the new radar drop off point and make a straight-in approach to a full stop under Tower control.

A7.6.5. When RSU are in place, the Tower will give control of the pattern/runway back to RSU.

A7.6.6. Restricted pattern operations resume.

A7.7. Simultaneous/Alternating Instruments Runway Change. When Runway 15C is in use during an instrument status, the barriers on the runway 15R/33L will be reconfigured first.